



INSTRUCTIONS/GUIDELINES ON HOW TO ACCESS OFFICIAL E-NAPS MAILBOX FOR PAYS LIP  
AND OTHER PAY INFORMATION

1. Open a web browser (E.g. Internet Explorer, Mozilla Firefox, Opera, Google chrome etc). Type the address of the Nigerian Army Finance Corps'

Official web site as shown below on the web browser:

[www.nafc.enaps.com.ng](http://www.nafc.enaps.com.ng)

2. This will open the NAFC's website as shown in *fig. 1* overleaf.
3. Scroll down the NAFC's website to the E-NAPE-mail section as shown in *fig. 2* below.

Fig. 1

The Official Home Page Of the NAFAC

https://www.nafc.enaps.com.ng/index.html

Customize and control Google Chrome

HOME FORMATIONS/UNITS PAY POINTS ORGANISATION PHOTO ESSAYS HISTORY RESOURCES

CHRONICLE OF COMMAND  
STAFF PAYMASTER

S/N	RANK	NAME	P/NO	FROM	TO	REMARK
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	LT COL	G PILKINGTON		1969	12 AUG 64	
2	LT COL	MM MORAH	N/341	17 AUG 64	1967	
CHIEF PAYMASTER						
3	COL	FAZ		18 AUG 75		
GENERAL						
4	COL	WJ UBU		18 AUG 75	18 AUG 80	
5	BRIG GEN	AB		18 AUG 80	MAY 81	
6	COL	IA		18 AUG 80	18 OCT 82	
7	BRIG GEN	AB		18 OCT 82	18 SEP 90	
8	COL	IA		18 OCT 82	18 OCT 82	
9	COL	IA		18 OCT 82	18 OCT 82	
10	COL	IA		18 OCT 82	18 OCT 82	
11	COL	IA		18 OCT 82	18 OCT 82	
12	COL	IA		18 OCT 82	18 OCT 82	
13	COL	IA		18 OCT 82	18 OCT 82	
14	COL	IA		18 OCT 82	18 OCT 82	
15	COL	IA		18 OCT 82	18 OCT 82	
16	COL	IA		18 OCT 82	18 OCT 82	
17	COL	IA		18 OCT 82	18 OCT 82	
18	COL	IA		18 OCT 82	18 OCT 82	
19	COL	IA		18 OCT 82	18 OCT 82	
20	COL	IA		18 OCT 82	18 OCT 82	
21	COL	IA		18 OCT 82	18 OCT 82	
22	COL	IA		18 OCT 82	18 OCT 82	
23	COL	IA		18 OCT 82	18 OCT 82	
24	COL	IA		18 OCT 82	18 OCT 82	
25	COL	IA		18 OCT 82	18 OCT 82	
26	COL	IA		18 OCT 82	18 OCT 82	
27	COL	IA		18 OCT 82	18 OCT 82	
28	COL	IA		18 OCT 82	18 OCT 82	
29	COL	IA		18 OCT 82	18 OCT 82	
30	COL	IA		18 OCT 82	18 OCT 82	
31	COL	IA		18 OCT 82	18 OCT 82	
32	COL	IA		18 OCT 82	18 OCT 82	
33	COL	IA		18 OCT 82	18 OCT 82	
34	COL	IA		18 OCT 82	18 OCT 82	
35	COL	IA		18 OCT 82	18 OCT 82	
36	COL	IA		18 OCT 82	18 OCT 82	
37	COL	IA		18 OCT 82	18 OCT 82	
38	COL	IA		18 OCT 82	18 OCT 82	
39	COL	IA		18 OCT 82	18 OCT 82	
40	COL	IA		18 OCT 82	18 OCT 82	
41	COL	IA		18 OCT 82	18 OCT 82	
42	COL	IA		18 OCT 82	18 OCT 82	
43	COL	IA		18 OCT 82	18 OCT 82	
44	COL	IA		18 OCT 82	18 OCT 82	
45	COL	IA		18 OCT 82	18 OCT 82	
46	COL	IA		18 OCT 82	18 OCT 82	
47	COL	IA		18 OCT 82	18 OCT 82	
48	COL	IA		18 OCT 82	18 OCT 82	
49	COL	IA		18 OCT 82	18 OCT 82	
50	COL	IA		18 OCT 82	18 OCT 82	

EG ADEGBOLA NIGERIAN ARMY

AR BAKARE NIGERIAN ARMY

Welcome to the Nigerian Army Finance Corps

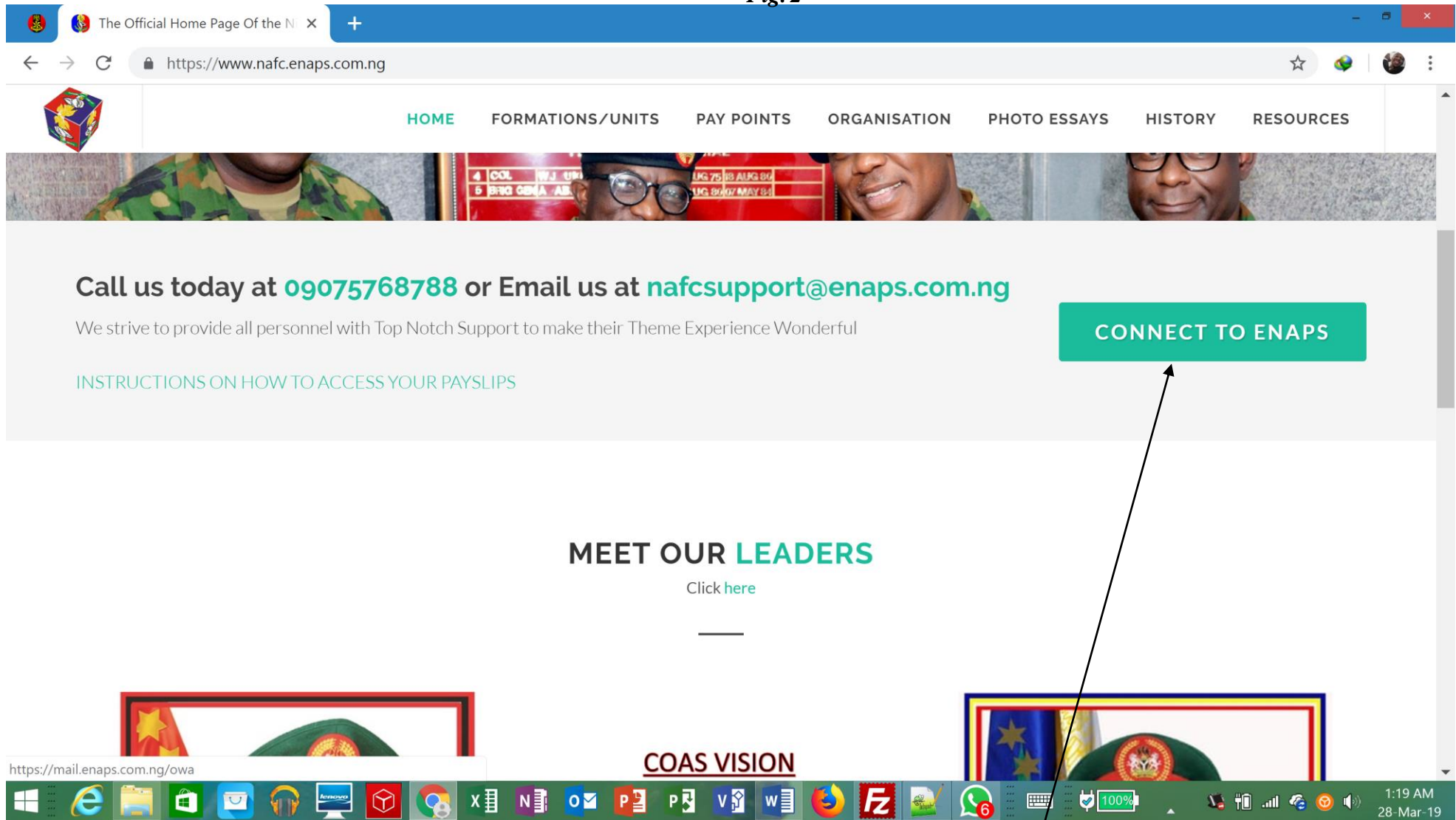
Windows taskbar: 1:06 AM, 28-Mar-19

4. On the right-side of the website, click on the image **CONNECT TO ENAPS**

**CONNECT TO ENAPS**

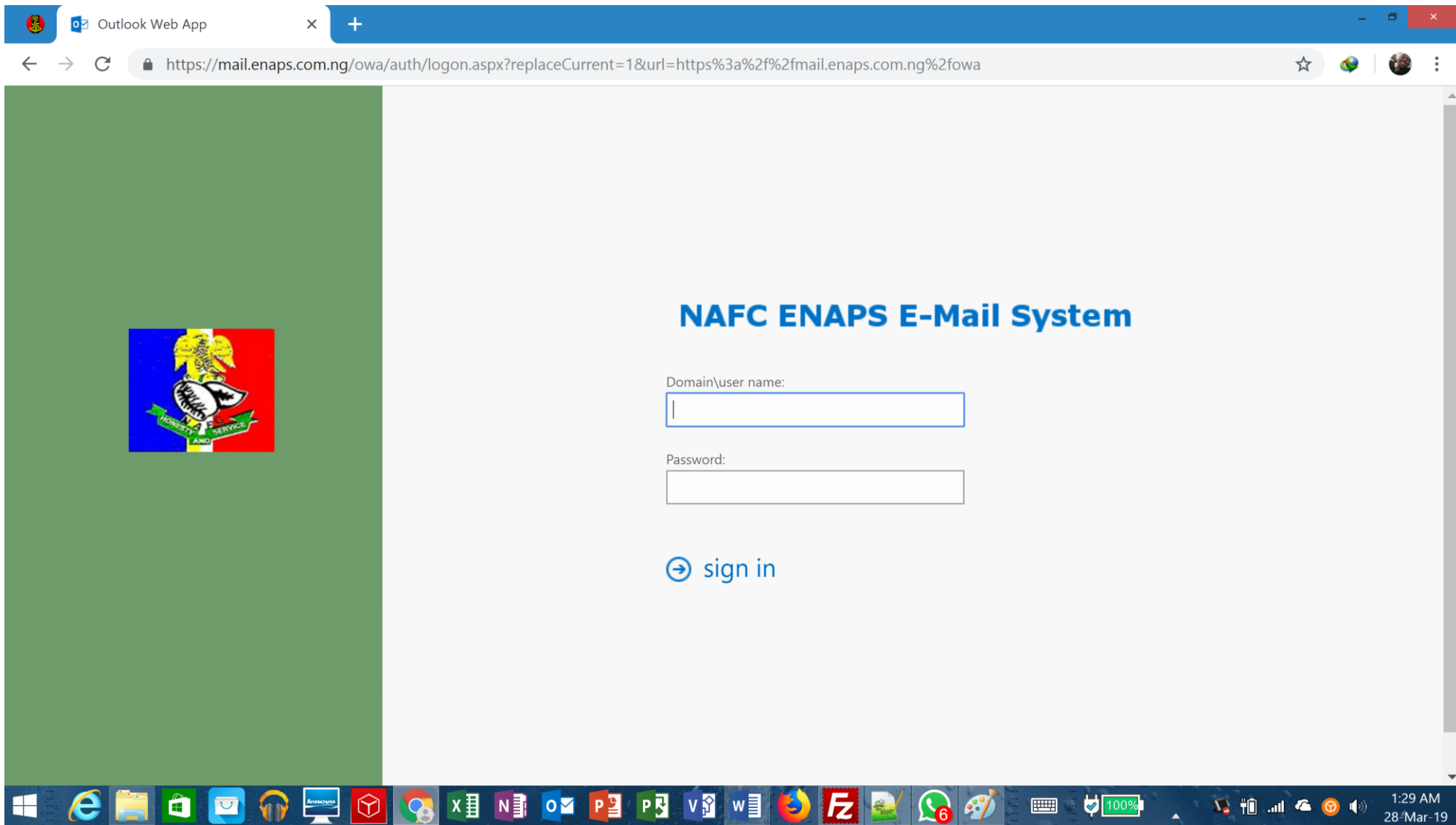
as shown in *fig 2* below.

*Fig. 2*



**CLICK HERE**

5. This will display a new page as shown in *fig 3* below.



*Fig. 3*

6. Key in your username (which is the same thing as your e-mail address) as shown in **Fig. 4** overleaf. It will be in the following format as shown below:

*Your surname.Your Service nos@na.enaps.com.ng*

The next option shows Password as also shown in fig. 4 above. This is where you type your password (An alphanumeric password) which have been included in your July (2010) payslip. July Payslip for all officers and soldiers has been sent to their respective units. So you are mandated to login (FirstLogin) with this password (the one indicated on the payslip) and then change it to your desired password. For example, for an officer with the following details below:

First Name: **John**

Surname: **Bull**

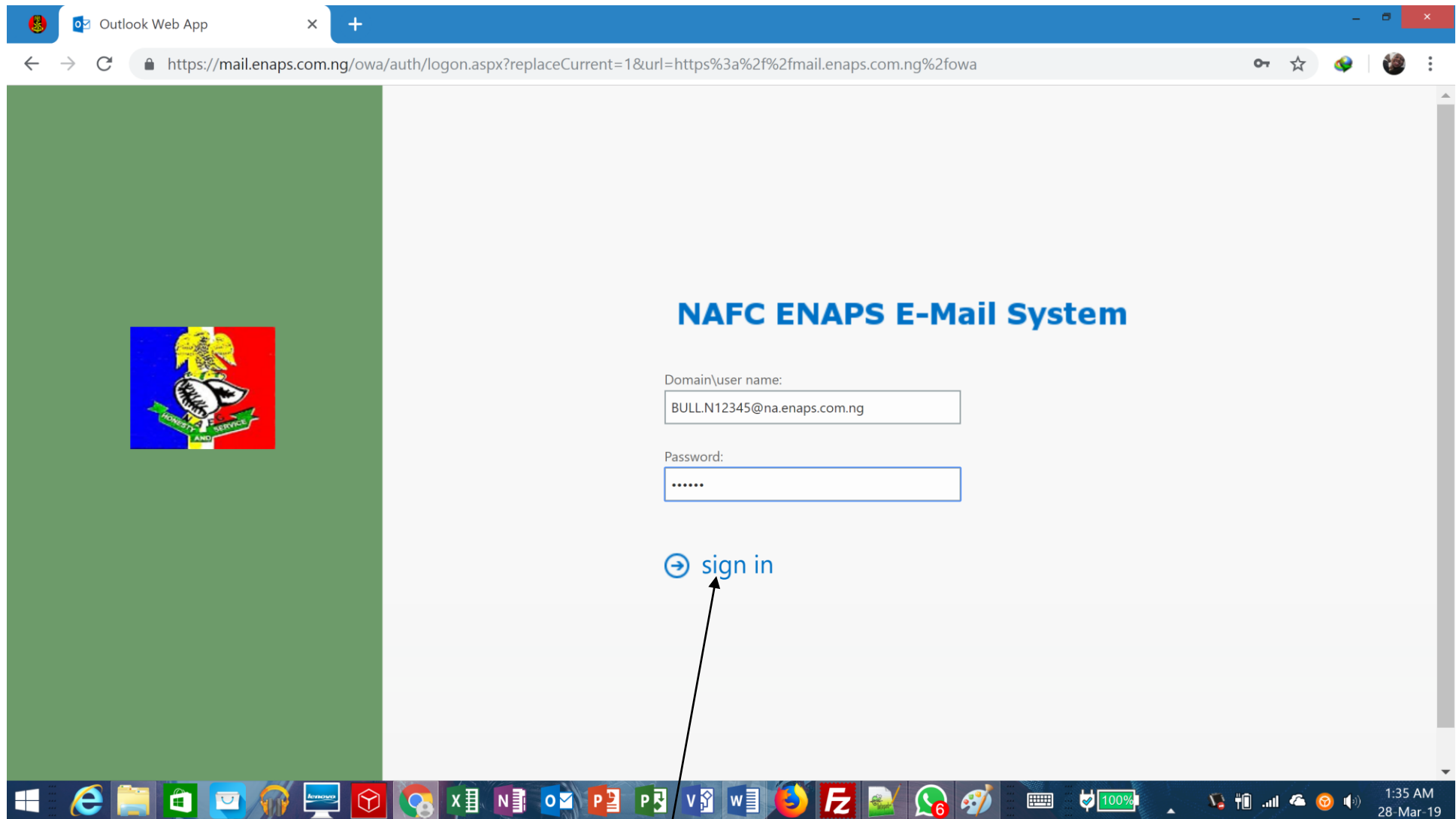
Service nos: **N/12345**

He will have the following login details as shown below:

Username or e-mail address: BULL.N12345@na.enaps.com.ng

Password (Which is alphanumeric - E.g abcd1234: as included in your July 2010 payslip

Fig. 4



CLICK HERE

Another example is a soldier with the following details below:

First Name: **chris**

Surname: **don**

Service nos: **79NA/45/5345**

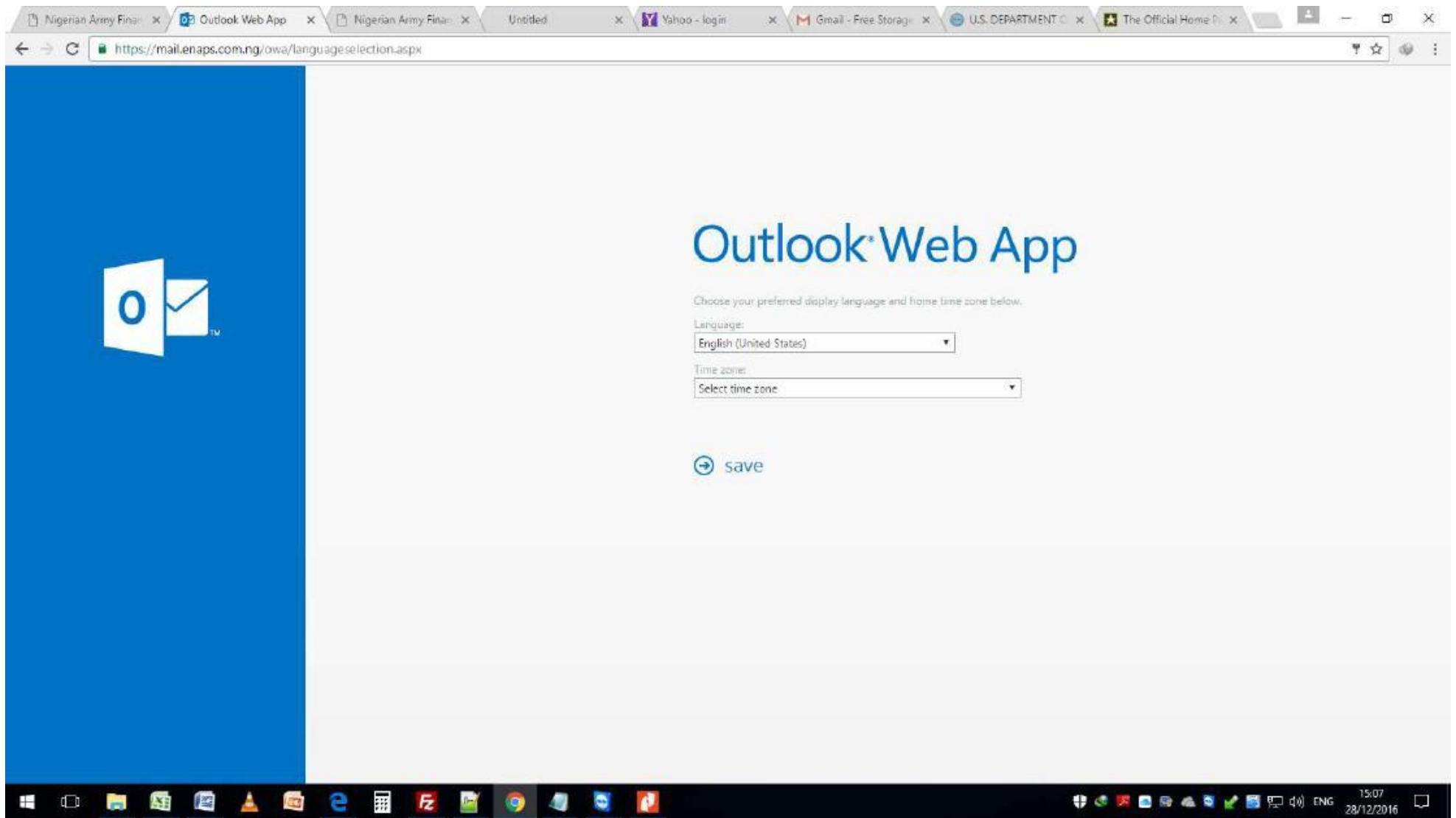
He will have the following login details as shown below:

Username or e-mail address: DON.79NA455345@na.enaps.com.ng

Password (Which is alphanumeric - E.g abcd1234): as included on the July 2010 payslip.

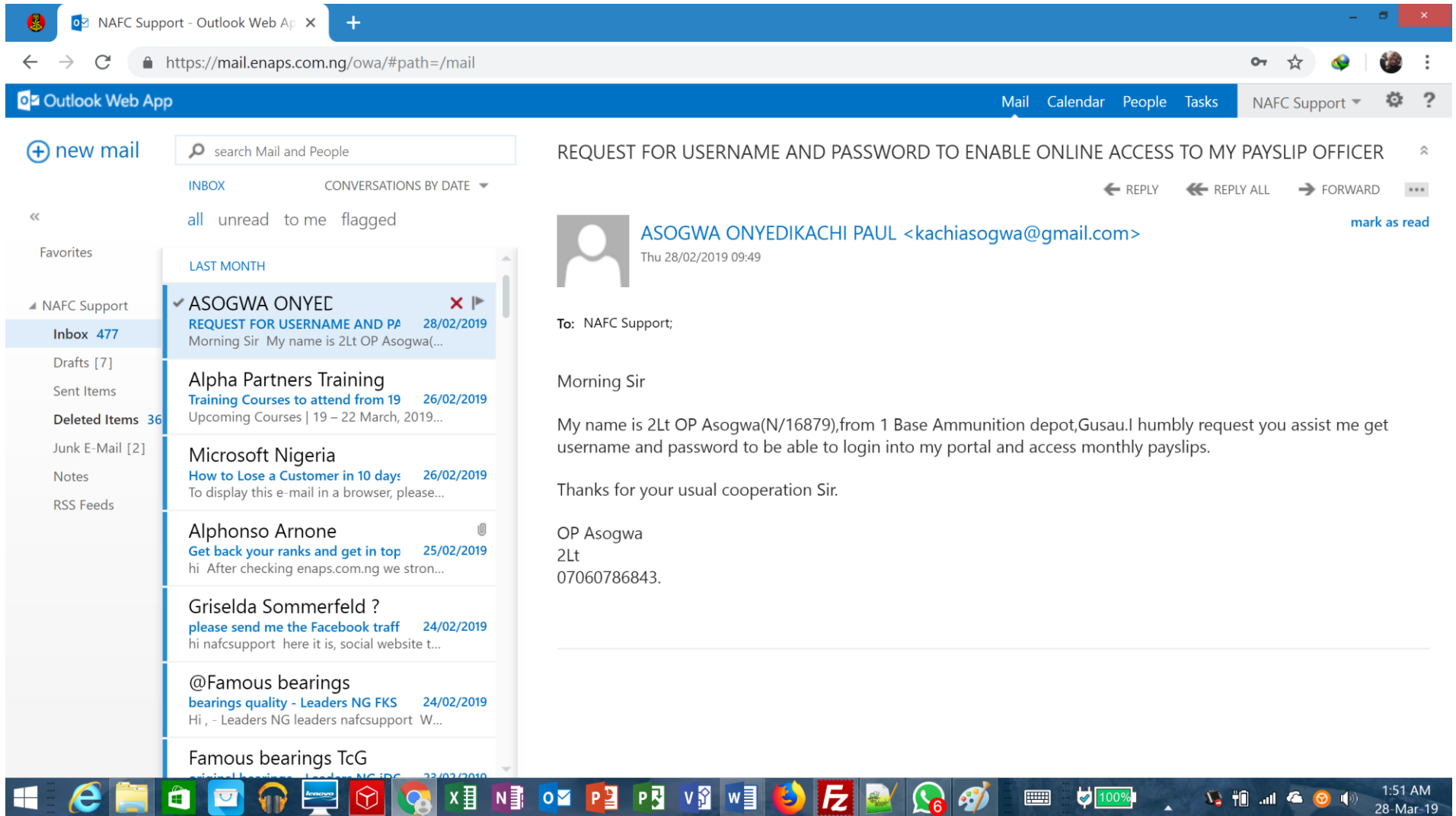
After typing your login details, click on Sign in as shown in *Fig. 4*. This will display an interface as shown in *fig. 5* overleaf, which shows language settings and time zone. Select the desired **language and Time Zone**. Click **Save**, and it will navigate the page to your mailbox. Note that this occurs since it's the first time you are logging in. Subsequent logins will not display *fig. 5*, but instead will display the mailbox directly as shown in *fig.6*. overleaf.

Fig. 5





7. The email's inbox opens to show the personnel's payslip as shown in *fig. 6* below.



*Fig. 6*

10. To change your password, on logging in, click on the Settings icon located on the top right corner of the screen as shown in **fig. 7** below. This will display a dropdown menu as also shown in **Fig. 8**; click “Change Password” as shown to display a new page as shown in **Fig. 9** overleaf where you can key in your new credentials.

**Fig. 7**

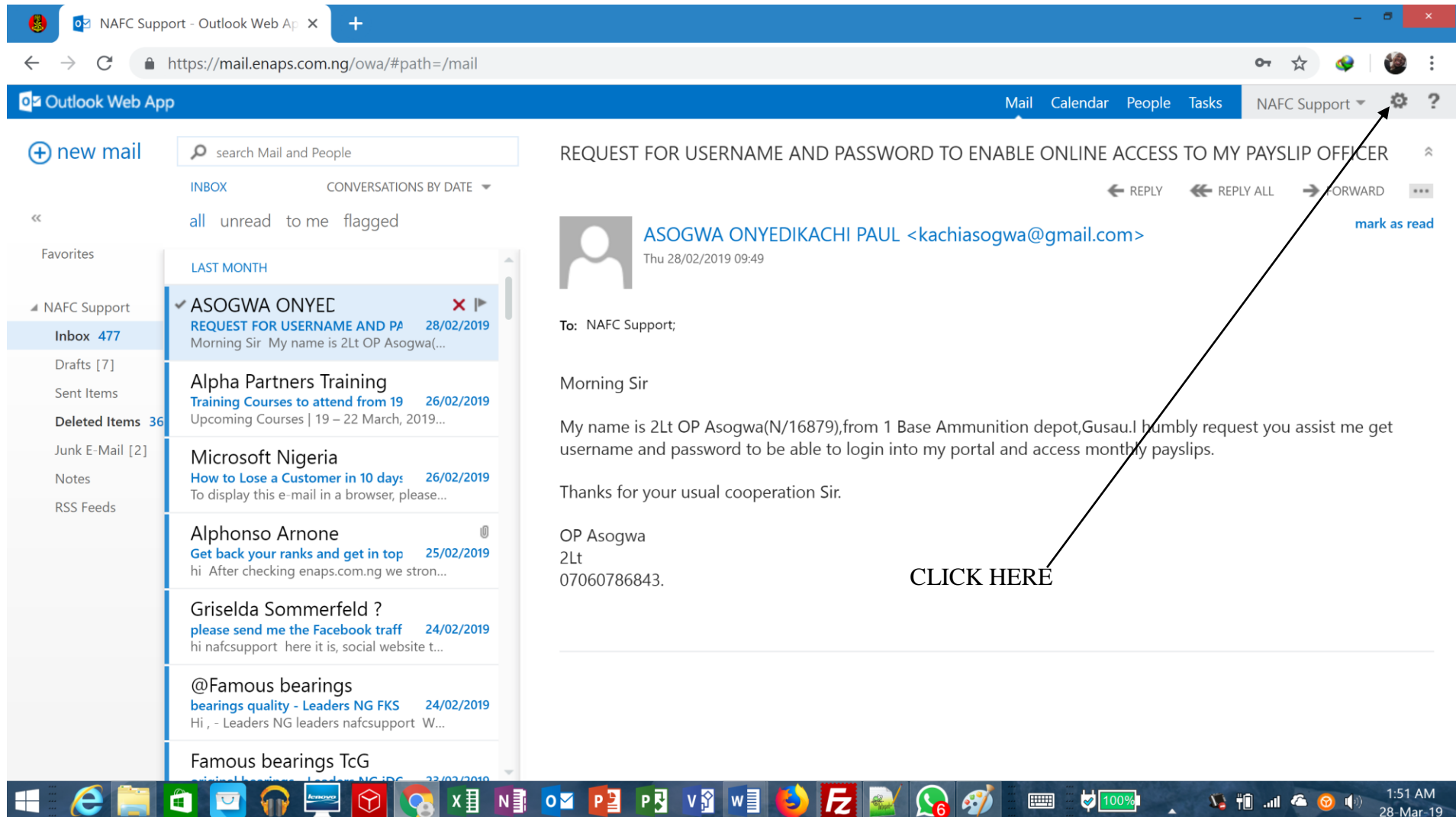


Fig. 8

The screenshot shows the Outlook Web App interface. The browser address bar displays <https://mail.enaps.com.ng/owa/#path=/mail>. The page title is "NAFC Support - Outlook Web App". The main navigation bar includes "Mail", "Calendar", "People", and "Tasks". A dropdown menu for "NAFC Support" is open, showing options: Refresh, Set automatic replies, Display settings, Manage apps, Offline settings, Change theme, Change password, and Options. An arrow points from the text "CLICK HERE TO CHANGE PASSWORD" to the "Change password" option in the menu.

**REQUEST FOR USERNAME AND PASSWORD TO ENABLE ONLINE ACCESS TO MY**

ASOGWA ONYEDIKACHI PAUL <kachiasogwa@gmail.com>  
Thu 28/02/2019 09:49

To: NAFC Support;

Morning Sir

My name is 2Lt OP Asogwa(N/16879),from 1 Base Ammunition depot,Gusau.I humbly request you assist me get username and password to be able to login into my portal and access monthly payslips.

Thanks for your usual cooperation Sir.

OP Asogwa  
2Lt  
07060786843.

**CLICK HERE TO CHANGE PASSWORD**

**new mail** search Mail and People

INBOX CONVERSATIONS BY DATE

all unread to me flagged

LAST MONTH

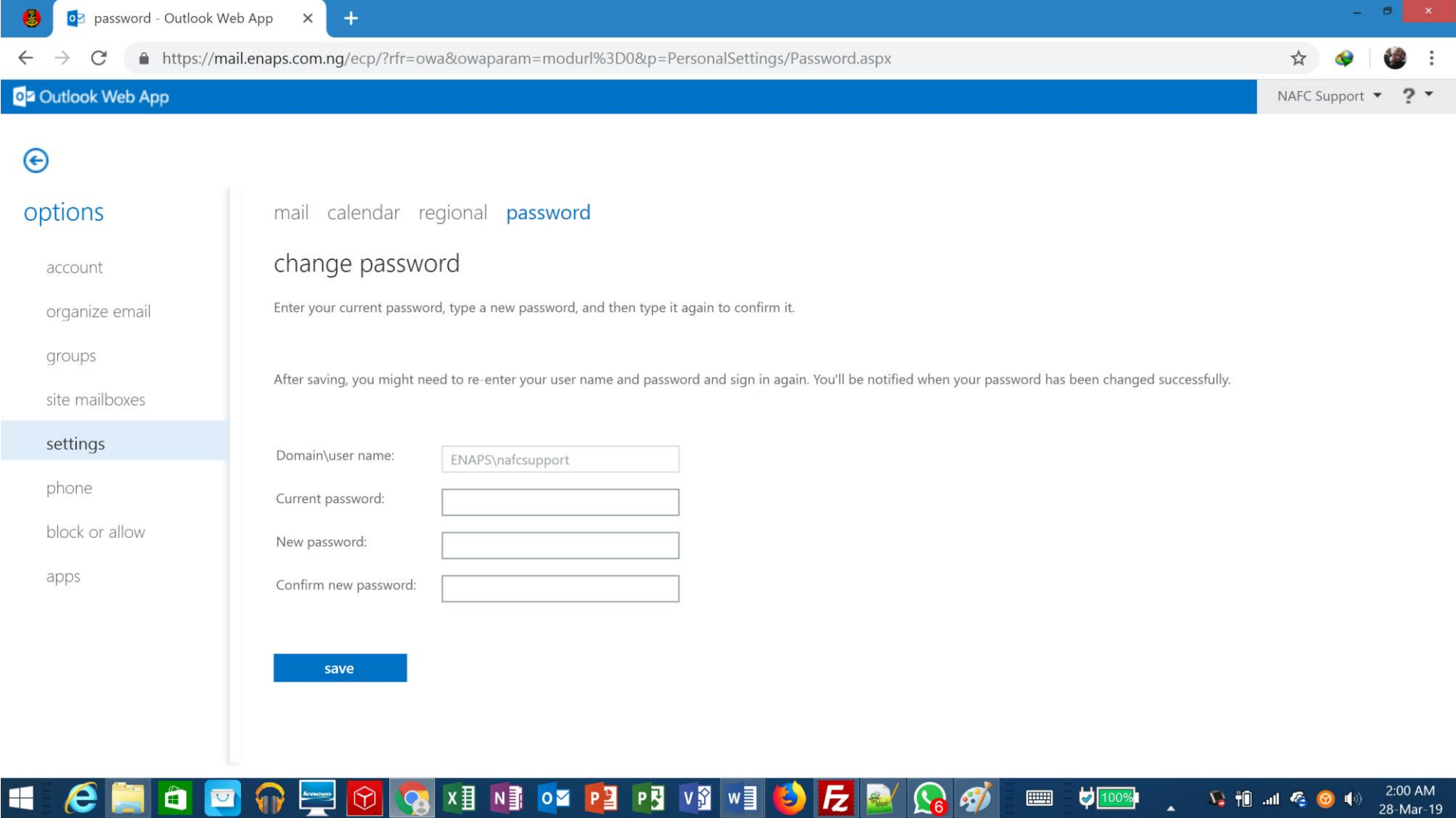
- ASOGWA ONYEC  
REQUEST FOR USERNAME AND PA 28/02/2019  
Morning Sir My name is 2Lt OP Asogwa(...)
- Alpha Partners Training  
Training Courses to attend from 19 26/02/2019  
Upcoming Courses | 19 – 22 March, 2019...
- Microsoft Nigeria  
How to Lose a Customer in 10 days: 26/02/2019  
To display this e-mail in a browser, please...
- Alphonso Arnone  
Get back your ranks and get in top 25/02/2019  
hi After checking enaps.com.ng we stron...
- Griselda Sommerfeld ?  
please send me the Facebook traff 24/02/2019  
hi nafcsupport here it is, social website t...
- @Famous bearings  
bearings quality - Leaders NG FKS 24/02/2019  
Hi , - Leaders NG leaders nafcsupport W...
- Famous bearings TcG  
original bearings Leader NG FKS 23/02/2019

NAFC Support

- Inbox 477
- Drafts [7]
- Sent Items
- Deleted Items 36
- Junk E-Mail [2]
- Notes
- RSS Feeds

Windows taskbar: 1:57 AM, 28-Mar-19

Fig. 9



**Fig. 10**

The screenshot shows the Outlook Web App interface for changing a password. The browser address bar shows the URL: `https://mail.enaps.com.ng/ecp/?rfr=owa&owaparam=modurl%3D0&p=PersonalSettings/Password.aspx`. The page title is "password - Outlook Web App". The left sidebar contains navigation options: "options", "account", "organize email", "groups", "site mailboxes", "settings" (highlighted), "phone", "block or allow", and "apps". The main content area is titled "change password" and includes instructions: "Enter your current password, type a new password, and then type it again to confirm it." and "After saving, you might need to re-enter your user name and password and sign in again. You'll be notified when your password has been changed successfully." The form contains four input fields: "Domain\user name:" (pre-filled with "ENAPS\nafcsupport"), "Current password:", "New password:", and "Confirm new password:". A blue "save" button is located below the form. Annotations with arrows point to the "Current password:", "New password:", and "Confirm new password:" fields, and the "save" button. The Windows taskbar at the bottom shows various application icons and system tray information including the time "2:00 AM" and date "28-Mar-19".

options

account

organize email

groups

site mailboxes

settings

phone

block or allow

apps

mail calendar regional password

### change password

Enter your current password, type a new password, and then type it again to confirm it.

After saving, you might need to re-enter your user name and password and sign in again. You'll be notified when your password has been changed successfully.

Domain\user name:

Current password:

New password:

Confirm new password:

Click Save (To save your changes)

Type your current password here

Type your new password here

Retype the new password here

11. Type your current password (which is the alphanumeric password you used to log in earlier on) in the column called “**Current password**” as indicated in *fig. 10* above.
12. Type a new password of your choice in the column called “**New Password**” as indicated in *fig. 10*.
13. Retype the password again in the column called “**Confirm new password**” as shown in *fig. 10*
14. Click on Save below the spaces where you typed the new password as shown in **fig. 10** to effect your changes. Note that it is important to click **Save** so as to effect the new password.
15. On clicking **Save**, the page will navigate to a new page prompting you to click **OK** and log in with your new password. Click **OK**.

**NOTE** For further enquiries, call the help line: **09075768788** OR send an email to: [nafcsupport@enaps.com.ng](mailto:nafcsupport@enaps.com.ng)