



## STEP 2: Requesting Access to NetDMR (for Data Providers)

1. Open your internet browser and go to <https://cdx.epa.gov/cdx/login>.
2. Access NetDMR by clicking on the role of **Data Provider** that is listed next to NDMR-LA: NetDMR: Louisiana DEQ on the MYCDX screen.
3. Click **Continue to NetDMR**.
4. In the upper left corner of the screen, above the NetDMR leaf logo, click **Request Access**.
5. Enter your permit number, including the LAG, LA, LAR, or LAP in front of the numbers. Click **Update**.
6. Click the dropdown box for Role and choose **Edit** (for data entry purposes and viewing signed DMRs), or **View** (for viewing signed DMRs only, no editing abilities). Click **Add Request**.
7. If you have more than one permit number, repeat steps 5 and 6 until you have added requests for all of your permit numbers.
8. Click **Submit** when you've entered requests for all of your permit numbers.
9. Review the information you provided and click **Confirm**. If something needs to be corrected, click Cancel and you will be directed back to the previous screen.
10. Notify the appropriate clients that your access requests have been completed. **The Signatory or Permit Administrator for each permit number must approve your request(s) in their own NetDMR account.**

**Questions?** Email us at [deqnetdmr@la.gov](mailto:deqnetdmr@la.gov)