

SEP – Registering and Adding Applications

- 1) Go to <u>https://sep.net.env.nm.gov/sep/login-form</u> or click on the image on the top left of the NMED Intranet page.
- 2) To register for SEP, click on the link Click here to register for an NMED application.



Rew Mexico ENVIRONMENT	Secure Extranet Portal (SEP)
Department	
Register	
Please Log In	
User ID:	
Password:	
	Login Reset
	Secure Site
NOTICE: Access to the New Mexico Environment Depar personnel only. Any unauthorized access is in violation AUTHORIZED.	tment (NMED) Secure Extranet Portal (SEP) is restricted to authorized of federal and/or state laws. DO NOT PROCEED IF YOU ARE NOT
WARNING: Any use or activity may be monitored. Files manipulated may also be monitored.	s and other information created, stored, transferred or otherwise
Registration is required. Click here to register for an NM	IED application.
	Released 10-03-2016



- 3) Fill in your email address twice.
- 4) Enter the Captcha code.
- 5) Click submit.

New Mexico ENVIRONMENT	NMED Registration Request
Department	
Login	
Register for an NMED Application	d you a link to begin the appletation proposed
Please provide your email address below so that we may sen	a you a link to begin the registration process.
Your Email Address:	isabel.tapanes@state.nm.us
Confirm Email Address:	isabel.tapanes@state.nm.us
Enter code on the right:	Y4*g Y4*g
	Submit
NOTICE: Access to the New Mexico Environment Departmen personnel only. Any unauthorized access is in violation of fed AUTHORIZED.	t (NMED) Secure Extranet Portal (SEP) is restricted to authorized eral and/or state laws. DO NOT PROCEED IF YOU ARE NOT
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the second se	

You will receive the confirmation screen below.

New Moxico ENVIRONMENT	SEP Registration Request
Department	
SEP Application Registration Reques	t Submitted
Thank you for your request. notification soon with a link contact NMED if you experie	. You should receive an email to the registration page. Please ence a problem.



- 6) Open your email and retrieve the SEP Registration Link.
- 7) Click on the link.





- 8) Fill in the fields.
- 9) Choose a User ID. We recommend making this match your NMED firstname.lastname network account.

E E	NVIR(<i>Nexico</i> DNMENT		Application	Registration - New User Profile
		Department			
Please enter y Please complete the fo	/our p llowing u	ser profile to begin	matio registrati	n. on for an NMED appl	ication.
First Name:"	M.L.:	Last Name:"	Title	e: -	
Isabel		Tapanes	Co	mputer Specialist	~
Organization/Compan OIT Street Address:* 1190 S St Francis Dr	iy: *	Departm NM Envi	nent: ironment D Address 2:	ept	Employment:" Full-time Employee V
City:*	State		ZIP Code	:*	
Santa Fe	New M	Mexico 🗸	87501		
Primary telephone Nu 505 - 827 - 091 Email Address:" isabel.tapanes@state.n Choose a User ID:" isabel.tapanes	mber:" 1 ext.: m.us	Fax Nun Confirm Email A isabel.tapanes@s	nber: ddress:** tate.nm.us		
Create User Profile					



- 10) Find the application you wish to register for.
- 11) Click the register link on the right.

N MEXT	New Mexico ENVIRONMENT	Secure Extranet Portal Applications			
A DUPLIC	Department				
Applications	Profile	Logout			
Welcome Robert! Please select an application to begin or register.					
Application	Description	Access			

нррисации	Description	ACCESS
QB Compliance eporting The Air Quality Bureau Compliance Reporting System		register
Air Cloud ResourceSpace	Air Cloud ResourceSpace for SEP	
Air Emissions Inventory Reporting	Air Quality Bureau Air Emissions Inventory Reporting (AEIR) application to allow facilities to electronically submit an annual emissions inventory report to NMED.	register
Corrective Action Fund	PSTB's financial application for managing and tracking of release site cleanup funds. (PSTB STAFF ONLY)	
Drinking Water Bureau Board Training Database	Drinking Water Bureau Board Training Database	register
Drinking Water Sample Collection	DWSC supports the capture of drinking Water sample data and the submission of lab results.	register
GetBytes	RESTful Services Aggregator Application	register
LabToState (Error Reporting App)	A tool to assist laboratories and other entities with formatting, validating, and submitting water sample data to their primary agency.	
OIT Cloud ResourceSpace	OIT Cloud ResourceSpace For SEP	register
OIT Wiki	Office of Information Technology Wiki.	register
OSHA Consult	OHSB Request A Free Safety And Health Consultation Report with update/delete option	register
OSHA Mail	List of email addresses that will receive an email from consult form	register
Onestop Tanks	Application used by PSTB in managing data for tanks, inspections, owners, and fees. (PSTB STAFF ONLY)	register
SDWIS Fact (Web Version)	This is a replacement for the SDWIS Fact Database.	register
SWB Lookup	SWB Lookup for operators. (FOR WASTE FACILITY OPERATORS)	register
Smoke Management Program	System for registering burns	approve



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The window below will appear.

<i>New Mexter</i> ENVIRONMENT Department	Application Registration Complete		
NMED Application Registration Comp Thank you for your applicat The application approver for registration request and you contact NMED if you need for	plete ion registration. r ENTS , has been notified of your u should be contacted soon. Please urther assistance.		
You may return to SEP now.			

You will be contacted by IT via email or phone once the application is approved for your use.