

How to Register for ATTAINS

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PURPOSE

This document explains how to obtain a login for the Assessment TMDL Tracking and Implementation System (ATTAINS). A login is required to submit data or access the ATTAINS User Interface.

- State and tribal partners will need a Central Data Exchange (CDX) account (a.k.a., Exchange Network or NAAS account), in order to be associated with the ATTAINS system. If you do not have a CDX account, go to Step A to register for one. If you already have a CDX account, skip to Step B.
- EPA staff and ORISE will use their Web Access Management (WAM) or Local Area Network (LAN) account login. Skip to Step B.

STEP A. REGISTERING FOR A CDX ACCOUNT

Refer to <https://cdx.epa.gov/About/UserGuide> for screen shots and further details.

1. Go to the Central Data Exchange (CDX) Homepage (<https://cdx.epa.gov/>) and select **“Register with CDX”**
2. You will be re-directed to the CDX Terms and Conditions page. You will need to agree to the terms and condition to continue. To indicate agreement, Check the box next to **“I am this registrant. I will not share my account, and I accept the terms and conditions, above”** then click Proceed.
3. Select a Program Service
 - a. Select: **EEP: General E-Enterprise Use**
4. Provide Role and Additional Information
 - a. Select: **Public**
 - b. Click on **“Request Role Access”**.
5. Provide User Information
 - a. Make a note of the **User ID** you created. You will need this to associate your CDX account with ATTAINS.
 - b. Set up Security Questions
6. Provide Organization Information
 - a. Organization Name: **INDIVIDUAL**
 - b. Contact information: Provide your email and phone number.
 - c. Click on **“Submit Request for Access”**
7. Confirmation screen and Activation Link
 - a. Click on the activation link to finalize registration
8. Complete Registration and Additional Validation

Proceed to Step B on the next page.

STEP B. ASSOCIATING YOUR ACCOUNT WITH YOUR ATTAINS SYSTEM LOGIN

Your regional Data Management Coordinator (DMC) will be able to add you to the ATTAINS system user database. Follow the instructions below to request access.

All users – You must complete this step regardless of whether you intend to use the User Interface or the Exchange Network:

1. Contact your regional Data Management Coordinator (DMC), who will set up your account in the ATTAINS User Database.
2. Provide the DMC with the following information. The DMC may contact you with follow-up questions.
 - a. Name and Email address
 - b. Organization
 - c. User ID (this will be one of the two options below, depending upon your affiliation)
 - i. CDX account (a.k.a., Exchange Network or NAAS account) User ID if you are from a state, territory, or tribe
 - ii. Web Access Management (WAM) or Local Area Network (LAN) login ID if you are EPA or ORISE
 - d. Level of access you are requesting for each module.
3. The DMC will use the ATTAINS User Interface to provide access. Once access has been established, they will contact the user and let them know they can log-in to the ATTAINS User Interface.

Exchange Network users: If you want to submit data to ATTAINS through the Exchange Network, you must complete an extra step. In addition to getting your CDX account added to the ATTAINS User Database (previous step), you must also get your CDX account associated with the ATTAINS data flow under the Exchange Network (this step). Contact the EPA Node Helpdesk at nodehelpdesk@epacdx.net to associate your CDX account with the ATTAINS flow.