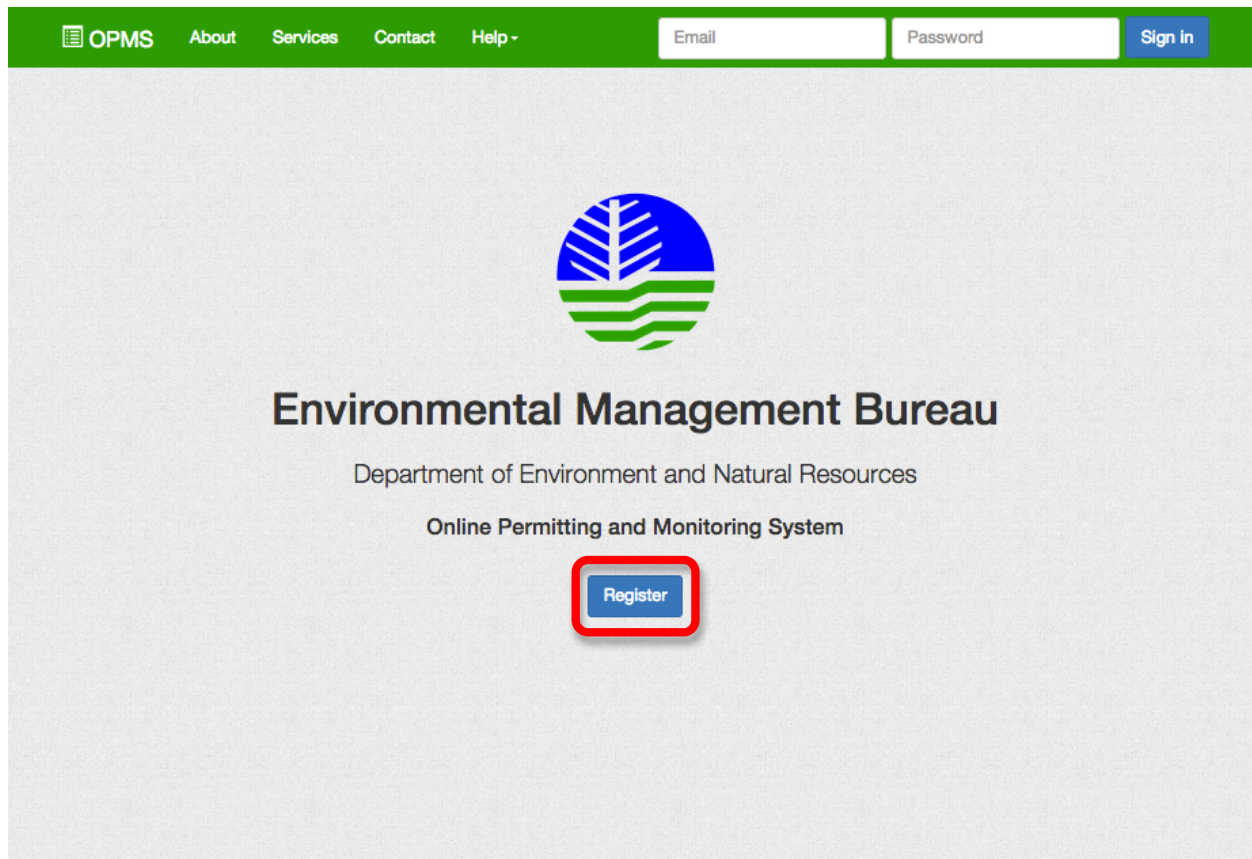


# **Account Registration**

**Online Permitting and Monitoring System  
User's Manual**



**Step 1.** Go to the OPMS website.  
Click on the Register button.

## Register

First name	Last name
Company Represented	
Address	
Mobile (09xx-xxxxxxx)	Landline (0x-xxx-xxxx)
Email	Confirm Email
Password	Confirm Password

At least 6 characters and maximum of 20. Must contain one digit from 0-9

Upload a copy of your Company ID or any valid ID

	Select file
--	-------------

Upload a copy of your government issued ID

	Select file
--	-------------

### TERMS AND CONDITIONS

The following Terms and Conditions contain significant agreements involving all users of EMB-DENR's Online Permitting and Monitoring System (Online PMS). We therefore advise you to please review these terms and conditions carefully and indicate whether you agree or disagree to them by clicking on the corresponding box towards the end of this document.

All the terms "You", "Your" and "Yours" will refer to the Online PMS user. The terms "We", "Us" and "Our" refer to EMB-DENR. The words "System" refer to Online PMS.

The word "System" refers to Online PMS. Your Username is the

I agree

Cancel	Submit
--------	--------

**Step 2.** Fill in the registration form.

**NOTE:** Company Represented, Company ID and Landline are OPTIONAL.

## Register

Juan	Dela Cruz
Company Represented	
Diliman, Quezon City	
0911-1234567	Landline (0x-xxx-xxxx)
.....@.....	.....@.....
.....	.....

At least 6 characters and maximum of 20. Must contain one digit from 0-9

Upload a copy of your Company ID or any valid ID

Select file

Upload a copy of your government issued ID

Change Remove

### TERMS AND CONDITIONS

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The word "System" refers to Online PMS. Your Username is the

I agree

Cancel

Submit

**Step 3.** Click the Submit button.

**NOTE:** All required fields must be filled in before the Submit button can be clicked. You must also agree to the terms and conditions set by EMB-DENR.

# Almost there...

An activation link has been emailed to you to activate your account.

[Return to Home Page](#)

**Step 4.** Check the email address you have registered with for an email from OPMS.

**NOTE:** Please check your spam folder as the email may have been flagged as spam.

Account confirmation on Environmental Management Bureau - Online Permitting and Monitoring System

Inbox x



opmsmailer@gmail.com  
to me

1:58 PM (2 minutes ago)



Almost there...

Please click [HERE](#) to activate your account.

Link is valid for 7 days.

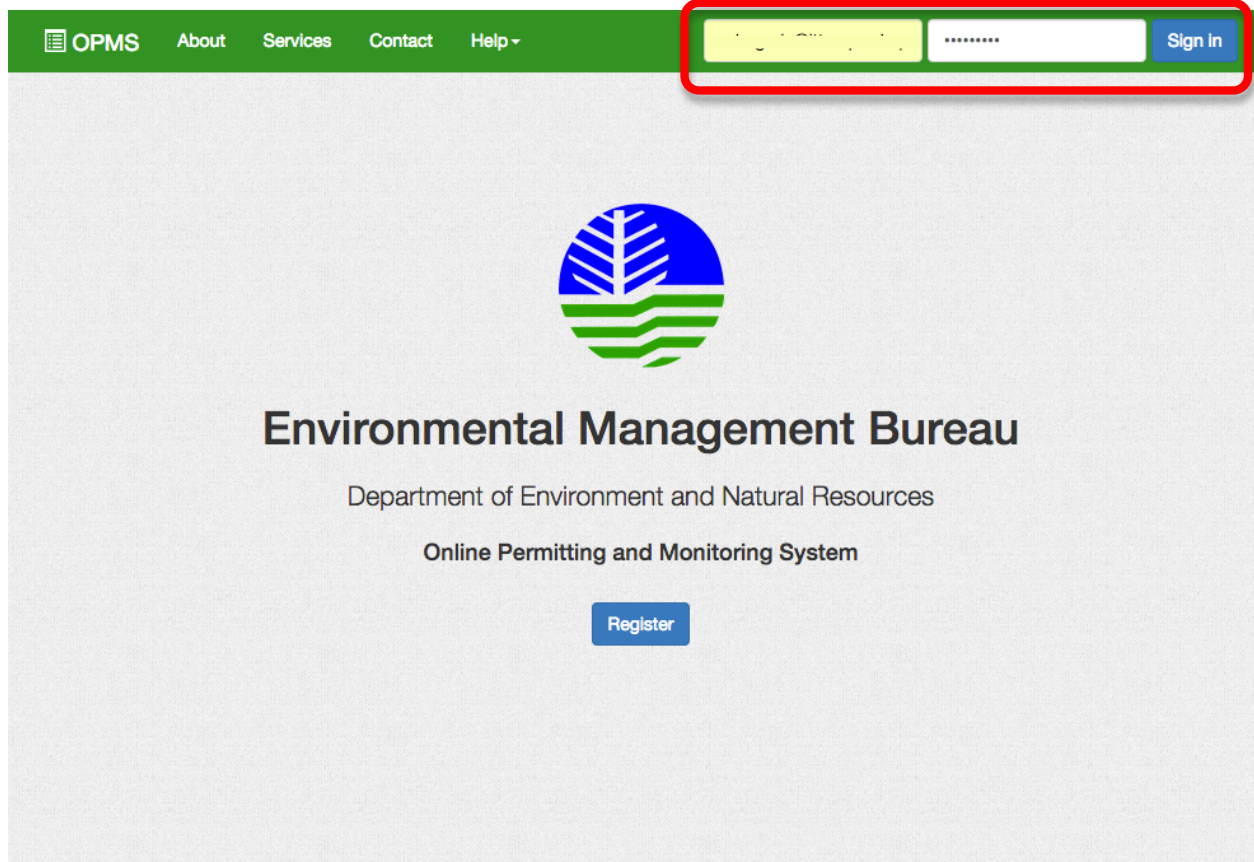
**Step 5.** Click on the link provided in the email.

**Step 6.** Your account should now be activated. Click on the Return to Home Page and sign in.

# Activation Complete

Your account is now activated. You may now log in using the username and password you have registered with.

[Return to Home Page](#)



**Step 7.** You may now sign in using the email address and password you have registered with.



