New User(s)
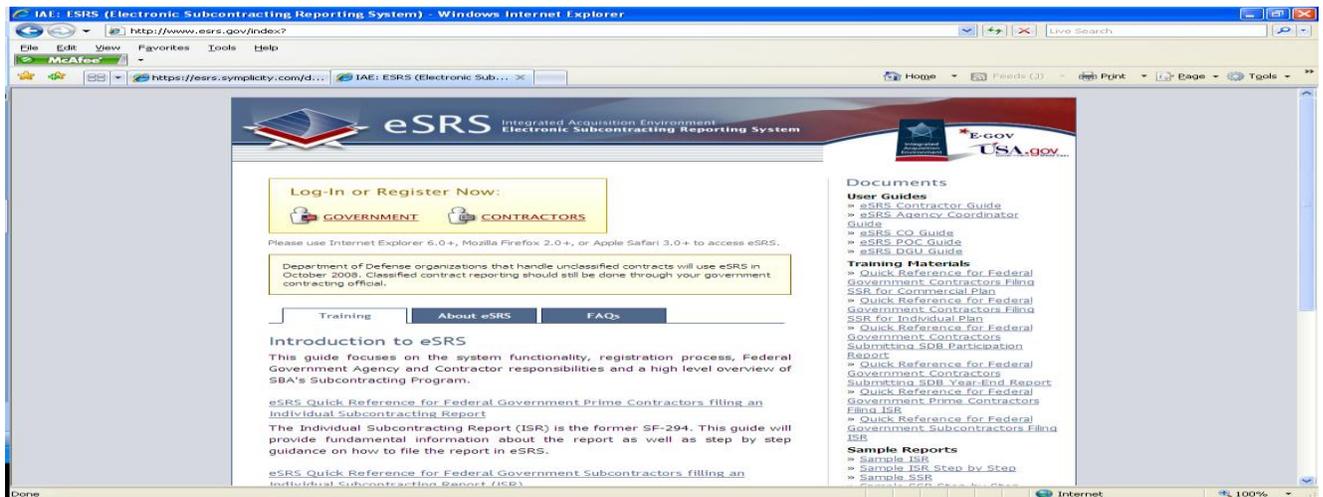
To obtain access to the **Electronic Subcontracting Reporting System (eSRS),** please follow the instructions below:
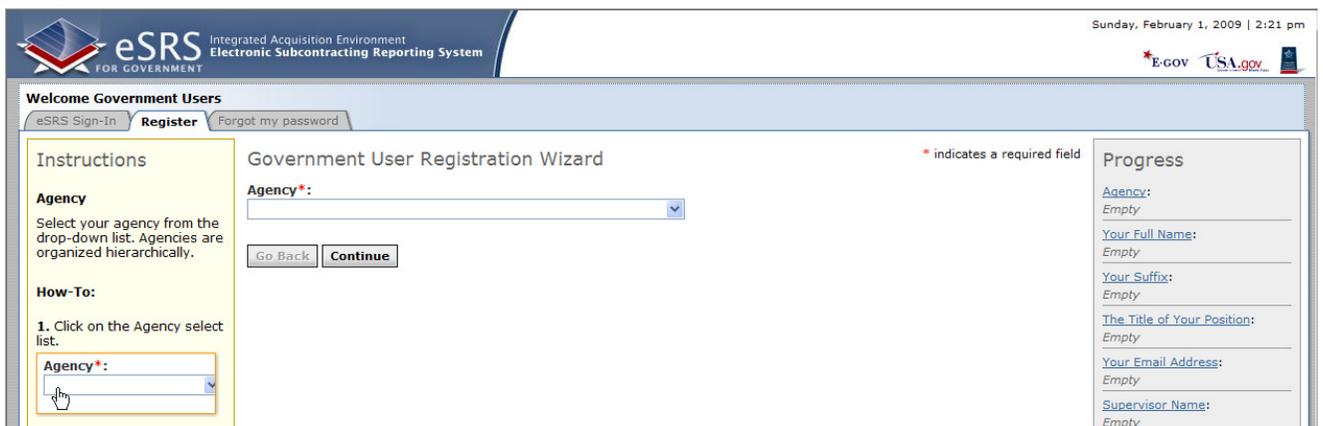
- Please access - http://www.esrs.gov/ (see print 1)
- **Select** Government, and then **click** on the *"Register"* tab (see print 2)
- Select your Agency (Dept of Commerce), then click *continue* (see print 3)
- Complete the forms, clicking continue after you have completed each section (see print 4)
- Once completed, please review the information, and lastly, click *"Submit Registration"*
- You will receive an e-mail after submitting. Please follow the directions contained in the email
- After confirming your account, you will see an *"Account Confirmation Successful"* message. You must now wait for approval
- Once you are approved, you will be sent a second e-mail
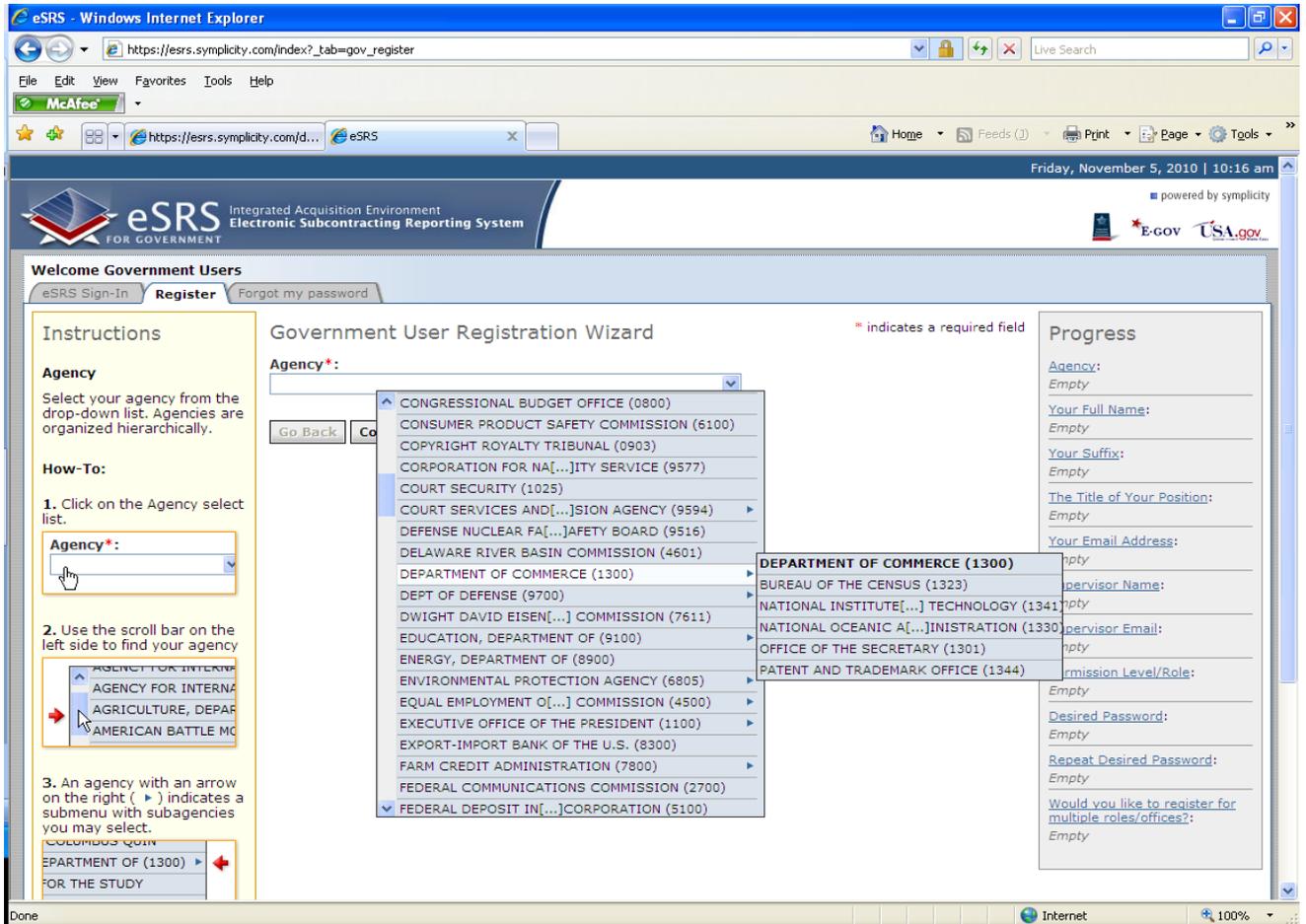- You may now login to the system by following "Section 1.1, p. 3" of this manual.

Print 1

Print 2

Print 3

https://esrs.symplicity.com/index?_tab=gov_register

Live Search

File   Edit   View   Favorites   Tools   Help

McAfee

https://esrs.symplicity.com/d...   eSRS

Home   Feeds (J)   Print   Page   Tools

Friday, November 5, 2010 | 10:16 am

powered by symplicity

eSRS   Integrated Acquisition Environment
FOR GOVERNMENT   Electronic Subcontracting Reporting System

E-GOV   USA.gov

Welcome Government Users

eSRS Sign-In   Register   Forgot my password

Instructions

Agency

Select your agency from the drop-down list. Agencies are organized hierarchically.

How-To:

1. Click on the Agency select list.

Agency*:

2. Use the scroll bar on the left side to find your agency

AGENCY FOR INTERNA
AGENCY FOR INTERNA
AGRICULTURE, DEPAR
AMERICAN BATTLE MO

3. An agency with an arrow on the right (▶) indicates a submenu with subagencies you may select.

COLUMBUS QUIN
EPARTMENT OF (1300) ▶
FOR THE STUDY

Government User Registration Wizard

* indicates a required field

Agency*:

Go Back   Co

CONGRESSIONAL BUDGET OFFICE (0800)
CONSUMER PRODUCT SAFETY COMMISSION (6100)
COPYRIGHT ROYALTY TRIBUNAL (0903)
CORPORATION FOR NA[...]ITY SERVICE (9577)
COURT SECURITY (1025)
COURT SERVICES AND[...]SION AGENCY (9594)   ▶
DEFENSE NUCLEAR FA[...]AFETY BOARD (9516)
DELAWARE RIVER BASIN COMMISSION (4601)
DEPARTMENT OF COMMERCE (1300)   ▶
DEPT OF DEFENSE (9700)   ▶
DWIGHT DAVID EISEN[...] COMMISSION (7611)
EDUCATION, DEPARTMENT OF (9100)   ▶
ENERGY, DEPARTMENT OF (8900)
ENVIRONMENTAL PROTECTION AGENCY (6805)
EQUAL EMPLOYMENT O[...] COMMISSION (4500)   ▶
EXECUTIVE OFFICE OF THE PRESIDENT (1100)   ▶
EXPORT-IMPORT BANK OF THE U.S. (8300)
FARM CREDIT ADMINISTRATION (7800)   ▶
FEDERAL COMMUNICATIONS COMMISSION (2700)
FEDERAL DEPOSIT IN[...]CORPORATION (5100)

DEPARTMENT OF COMMERCE (1300)
BUREAU OF THE CENSUS (1323)
NATIONAL INSTITUTE[...] TECHNOLOGY (1341)
NATIONAL OCEANIC A[...]INISTRATION (1330)
OFFICE OF THE SECRETARY (1301)
PATENT AND TRADEMARK OFFICE (1344)

Progress

Agency:
Empty

Your Full Name:
Empty

Your Suffix:
Empty

The Title of Your Position:
Empty

Your Email Address:
mpty

pervisor Name:
mpty

pervisor Email:
mpty

rmission Level/Role:
Empty

Desired Password:
Empty

Repeat Desired Password:
Empty

Would you like to register for multiple roles/offices?:
Empty

Done   Internet   100%

Print 4

https://esrs.symplicity.com/index?_tab=gov_register

Live Search

File   Edit   View   Favorites   Tools   Help

McAfee

eSRS

Home   Feeds (J)   Print   Page   Tools

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eSRS   Integrated Acquisition Environment
FOR GOVERNMENT   Electronic Subcontracting Reporting System

E-GOV   USA.gov

Welcome Government Users

eSRS Sign-In   Register   Forgot my password

Instructions

Your Full Name
Please enter your full name.

Example: John F. Smith

Your Suffix
If applicable, enter your suffix

The Title of Your Position
Enter the title of the position you hold at your agency.

Your Email Address
Enter your email address.

Example: john@agency.gov

Government User Registration Wizard

* indicates a required field

Your Full Name*:

Your Suffix:

The Title of Your Position:

Your Email Address*:

Go Back   Continue

Progress

Agency:
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (1330)

Your Full Name:
Empty

Your Suffix:
Empty

The Title of Your Position:
Empty

Your Email Address:
Empty

Supervisor Name:
Empty

Supervisor Email:
Empty

User Level:
Empty

Permission Level/Role:
Empty

Desired Password:
Empty

Repeat Desired Password:
Empty

Would you like to register for multiple roles/offices?:

Done   Internet   100%
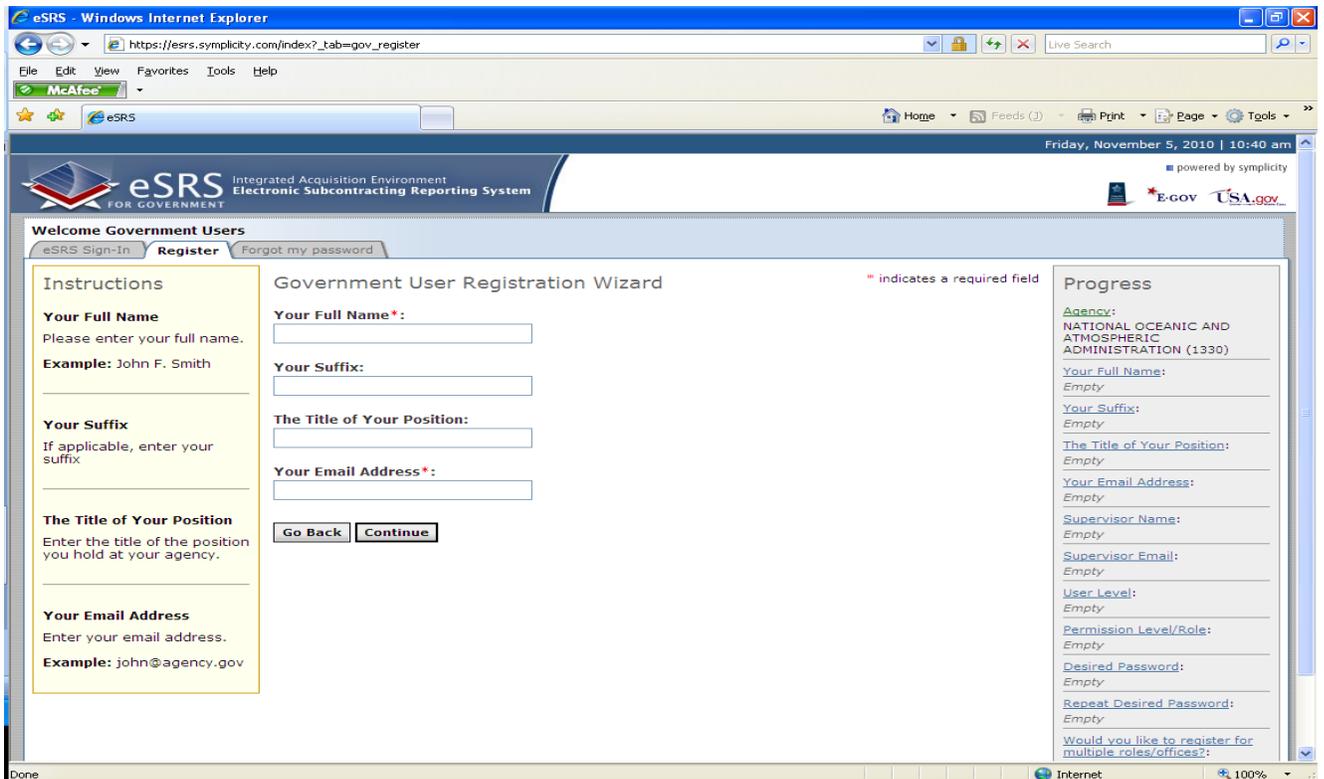
Additional Information

Please visit https://esrs.symplicity.com/index?_tab=signin#a-faqs for User Guides, Training Materials, Sample Reports, etc. Listed below are a few links for your reference:

- eSRS Contract Officer Guide
  https://esrs.symplicity.com/documents/esrs_contractor_user_guide_1.9.pdf

- eSRS Contracting Official User Guide 2.0
  https://esrs.symplicity.com/documents/esrs_contracting_official_user_guide_2.0.pdf

- eSRS Government POC User Guide 2.0
  https://esrs.symplicity.com/documents/esrs_poc_user_guide_2.0.pdf

- eSRS Designated Government User Guide 2.0
  https://esrs.symplicity.com/documents/esrs_dgu_user_guide_2.0.pdf

If you have any questions for need additional information, please contact:

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