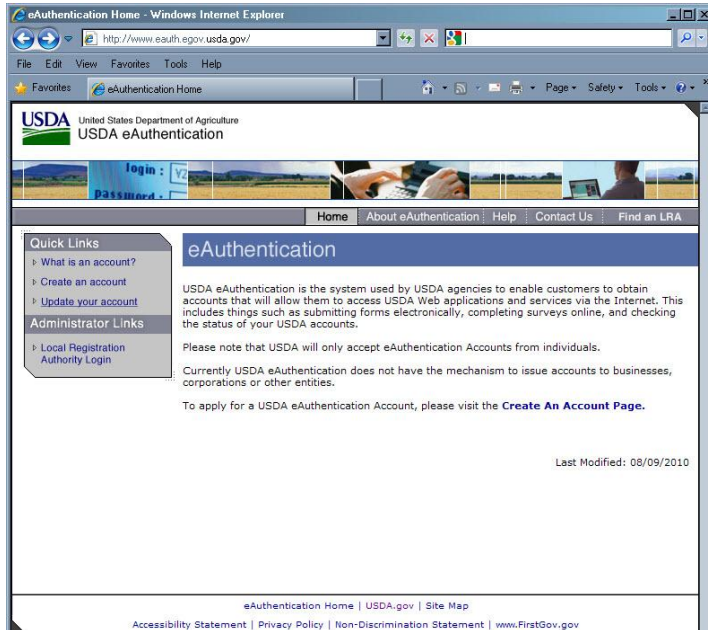


eAuthentication Create User Account Procedure

- 1) Access the eAuthentication Home Page at <http://www.eauth.egov.usda.gov>



- 2) Select "Create an account" link from the left-hand Quick Links menu.

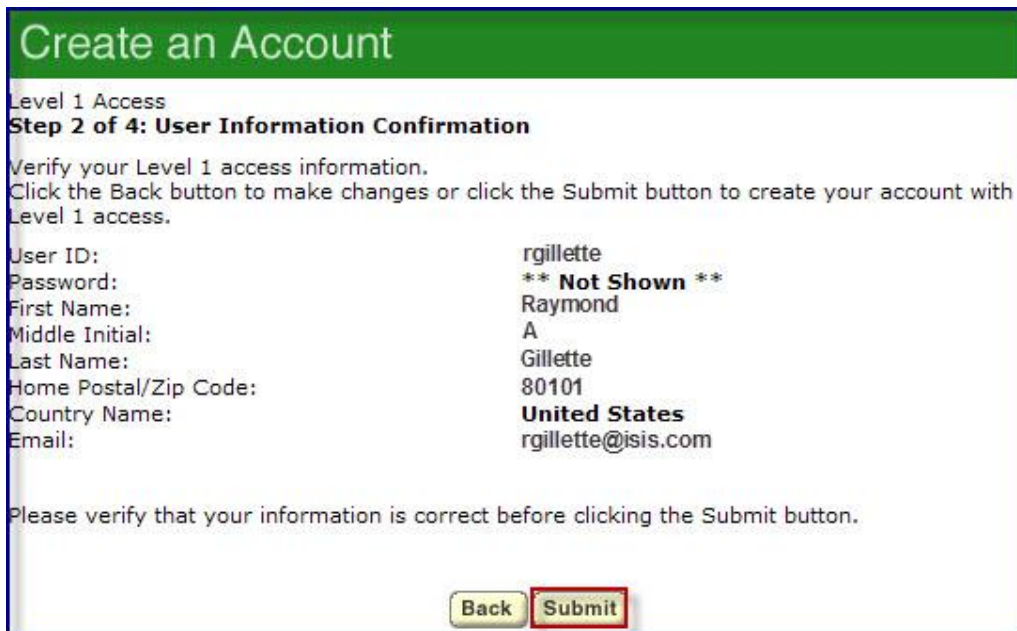


3) You will be prompted to select an account access level. **For FSIS - LSAS (FSIS Label Submission and Approval System) you will need a Level 2 eAuthentication Account.**



4) USDA Federal Employees should follow the "USDA Employee Create an Account" link for information on contacting an Agency Registration Lead. USDA Customers should select Level 1 or Level 2 Access based on the criteria listed on the page.

5) Once Level 1 or Level 2 Access is selected you will be prompted to complete and submit an online application form. Once completed click "Submit" to continue the process. **For FSIS - LSAS (FSIS Label Submission and Approval System) you will need a Level 2 eAuthentication Account.**



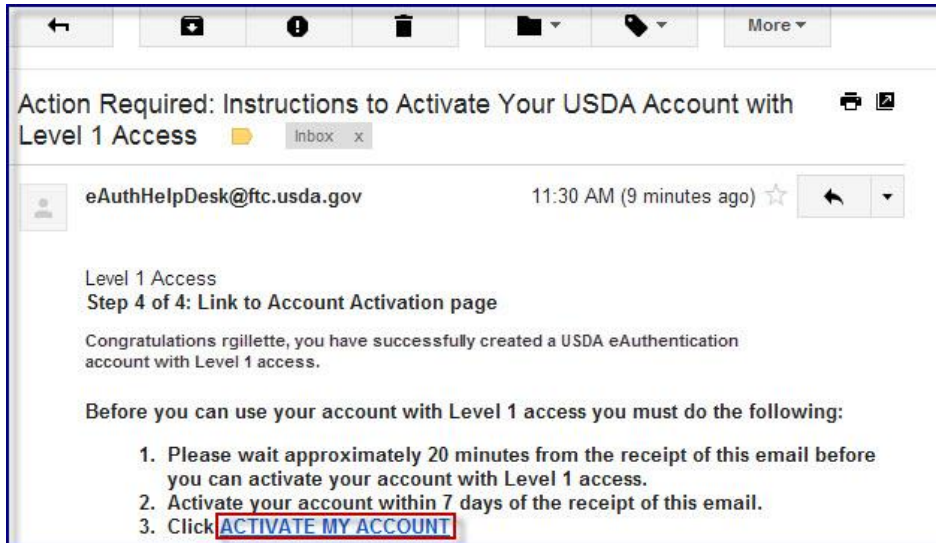
6) PRINT or save the information on the Step 3 page. This page includes your eAuth User ID, the e-mail address associated with the account and important information for contacting the eAuth Service Desk for assistance.



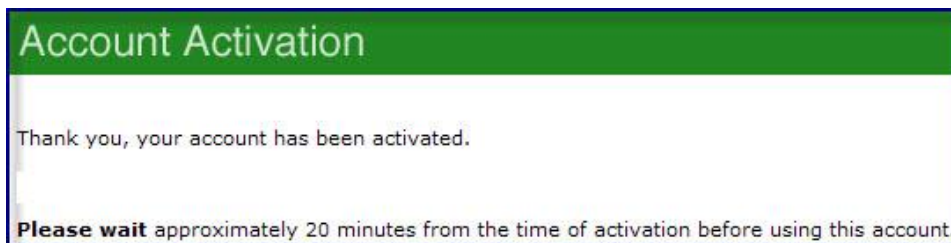
7) Check your e-mail and locate the “Action Required:” e-mail message the system should have sent to you.



8) Open the e-mail message and select the “ACTIVATE MY ACCOUNT” link to complete the registration process.



9) Clicking the link should launch your web browser that will take you to the Account Activation completed screen. Please wait at least 20 minutes after activating your account before trying to log in to eAuth protected applications. This time is necessary for your new account to become available to all systems.



If you requested Level 2 Access please refer to your activation e-mail message for additional instructions on completing the setup of your Level 2 Access account. You may be required to bring a government issued photo ID to a USDA Service Center to confirm your identity. To find a USDA Service Center near you, go to the following link: www.eauth.egov.usda.gov and follow the instructions below.

Click on the Find an LRA button and follow instructions.

The screenshot shows the top portion of the USDA eAuthentication website. At the top left is the USDA logo with the text "United States Department of Agriculture" and "USDA eAuthentication". Below this is a horizontal banner with several images: a field, a login form with "login:" and "password:" fields, hands typing on a keyboard, and a person at a computer. A navigation bar below the banner contains links for "Home", "About eAuthentication", "Help", "Contact Us", and "Find an LRA", with the "Find an LRA" link highlighted by a red box. On the left side, there is a "Quick Links" menu with items: "What is an account?", "Create an account", and "Update your account". Below that is an "Administrator Links" section with "Local Registration Authority Login". The main content area has a blue header "eAuthentication" followed by a paragraph explaining the system, a note about individual-only accounts, and a link to the "Create An Account Page".

USDA United States Department of Agriculture
USDA eAuthentication

login : YZ
password :

Home About eAuthentication Help Contact Us **Find an LRA**

Quick Links

- ▶ What is an account?
- ▶ Create an account
- ▶ Update your account

Administrator Links

- ▶ Local Registration Authority Login

eAuthentication

USDA eAuthentication is the system used by USDA agencies to enable customers to obtain accounts that will allow them to access USDA Web applications and services via the Internet. This includes things such as submitting forms electronically, completing surveys online, and checking the status of your USDA accounts.

Please note that USDA will only accept eAuthentication Accounts from individuals.

Currently USDA eAuthentication does not have the mechanism to issue accounts to businesses, corporations or other entities.

To apply for a USDA eAuthentication Account, please visit the [Create An Account Page](#).

Last Modified: 08/09/2010