Nd Workflow

1 Navigate to https://ceris.deq.nd.gov/ext/ncore/
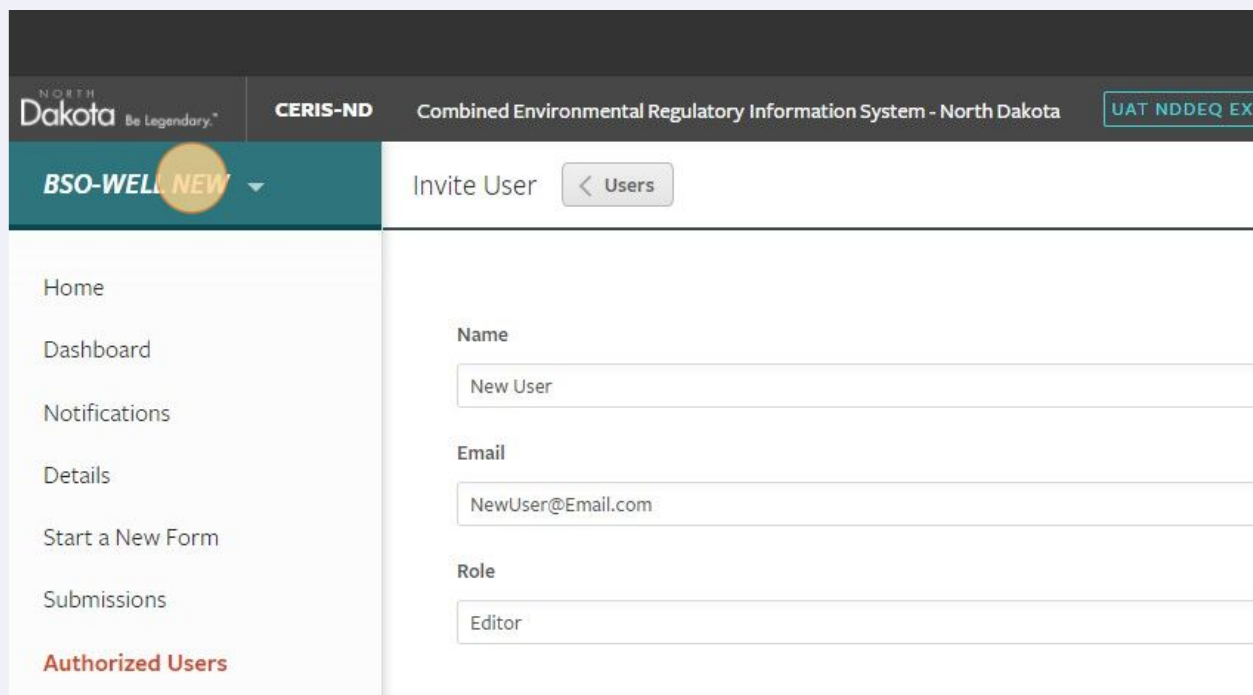
2 Enter your user name and password. If you have forgotten click the forgot password under the login to reset.

3 Click "ALL" and select each site you wish to add users to.

4   Click A Site you wish to add a user to.

▽ Filter items

(All)

1 AAA Blank - AAA (NDDEQ Internal Test Site)

Arrow Field Services, LLC - Station 8 Compressor Station

BSO-WELL NEW

Ershigs, Inc. - Milton R. Young Station Stack Liner Project

Hiland Partners Holdings LLC - Topeka Compressor Station

MARATHON OIL COMPANY - YOUNG CENTRAL TANK BATTERY

New Site

ONEOK Rockies Midstream, L.L.C. - Corral Creek Compressor

5   Click "Authorized Users"

Dashboard
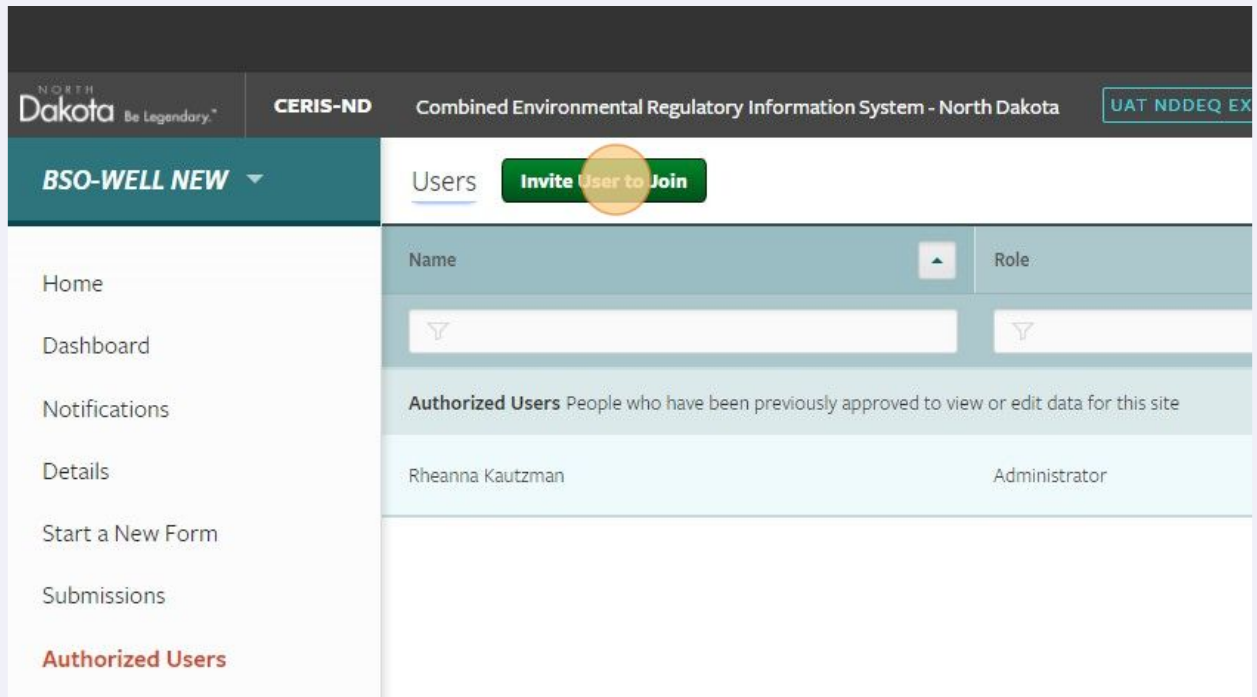
Notifications

Details

Start a New Form

Submissions

Authorized Users

BSO-WELL NEW
Application RPT-0213645 — **Air 40 CFR 60.5420a(a)(2)(i) - Notification of Well Completion**
✳ DRAFT   This draft was created on 10/27/2021 by Rheanna Kautzman and has not yet been submitted.
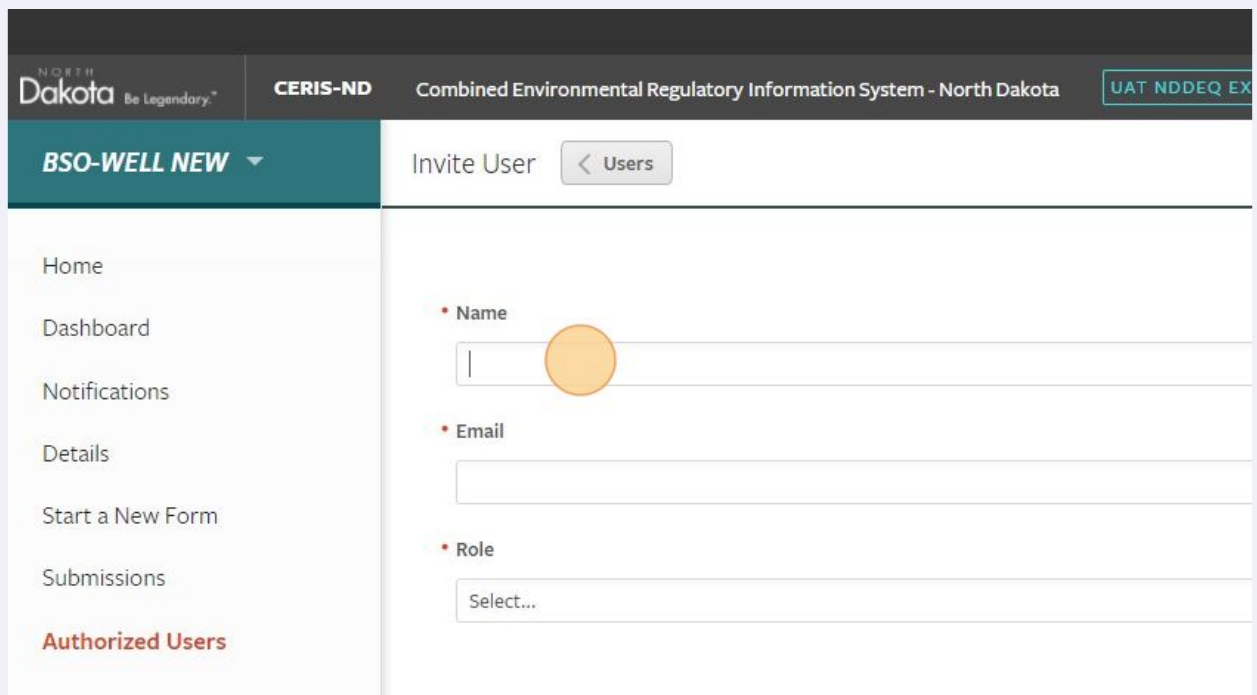
BSO-WELL NEW
Application HPF-WH0F-8WE6V — **Air Oil and Gas Facility Registration - New Imported On 9/**
✳ DRAFT   This draft was created on 03/02/2022 by Rheanna Kautzman and has not yet been submitted.

BSO-WELL NEW
Application RPT--0213694 — **Air 40 CFR 60.5420a(a)(2)(i) - Notification of Well Completio**
✳ DRAFT   This draft was created on 05/25/2022 by Rheanna Kautzman and has not yet been submitted.

6 Click "Invite User to Join"

7 Enter the user's First Name Last Name

8 Enter the User's email address

9 Click this text field.

BSO-WELL NEW ▼

Invite User   < Users

Home

Dashboard

Notifications

Details

Start a New Form

Submissions

Authorized Users

Name

New User

* Email

New User's@email.com

* Role

Select...

10 Select the User's Authorization Level. Limit the use of Administrators. Administrators can add other users--there should be at least one Administrator per site, but most users should be at the Editor level, where they can view records and submit applications or compliance documents.

Home

Dashboard

Notifications

Details

Start a New Form

Submissions

Authorized Users

Name

New User

Email

NewUser's@email.com

• Role

Select...

11 Click "Send Invitation", this will send a link to the invited user to click on to gain access to the site. The User may need to setup a CERIS-ND user account using that invited email before they can login.

Cancel

North Dakota Department of Environmental Quality