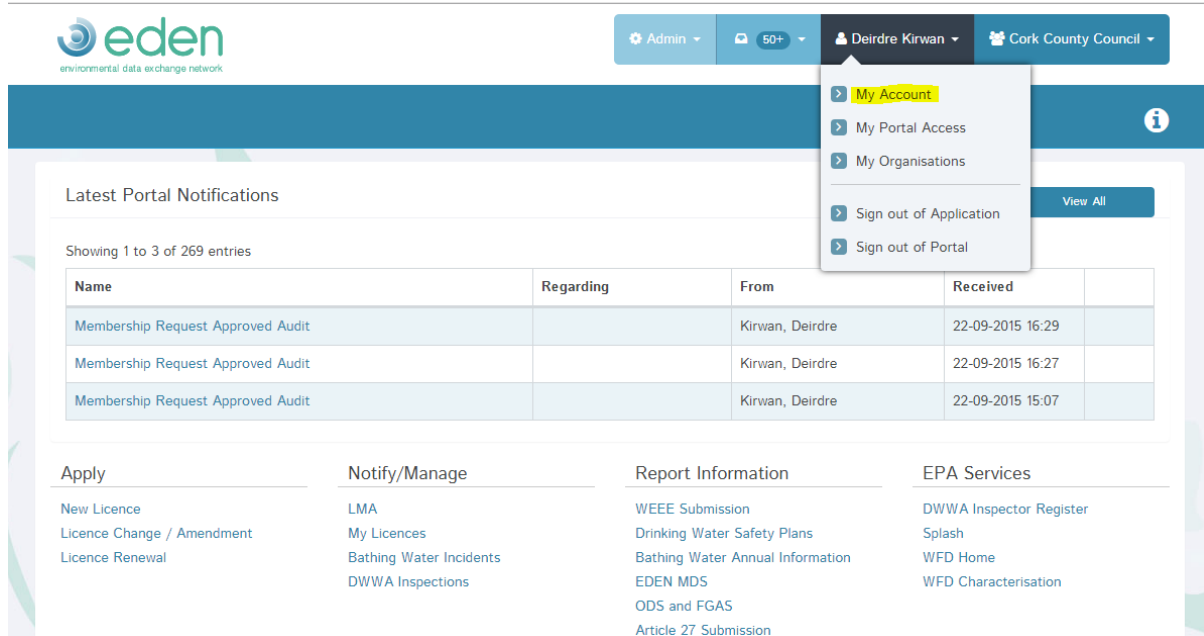


How to request access to another module

Log in to EDEN <https://www.edenireland.ie> with your normal username and password

Option 1: My Account

On the home page, select My Account from the menu available as shown below



The screenshot shows the EDEN portal interface. At the top, there is a navigation bar with the EDEN logo, a user menu for 'Deirdre Kirwan', and a dropdown menu for 'Cork County Council'. The user menu is open, showing options: 'My Account' (highlighted), 'My Portal Access', 'My Organisations', 'Sign out of Application', and 'Sign out of Portal'. Below the navigation bar, the main content area displays 'Latest Portal Notifications' with a table of notifications. The table has columns: Name, Regarding, From, and Received. It shows three entries, all for 'Membership Request Approved Audit' from 'Kirwan, Deirdre'. Below the notifications, there are four main sections: 'Apply', 'Notify/Manage', 'Report Information', and 'EPA Services', each with a list of links to various services.

Name	Regarding	From	Received
Membership Request Approved Audit		Kirwan, Deirdre	22-09-2015 16:29
Membership Request Approved Audit		Kirwan, Deirdre	22-09-2015 16:27
Membership Request Approved Audit		Kirwan, Deirdre	22-09-2015 15:07

Apply	Notify/Manage	Report Information	EPA Services
New Licence	LMA	WEEE Submission	DWWA Inspector Register
Licence Change / Amendment	My Licences	Drinking Water Safety Plans	Splash
Licence Renewal	Bathing Water Incidents	Bathing Water Annual Information	WFD Home
	DWWA Inspections	EDEN MDS	WFD Characterisation
		ODS and FGAS	
		Article 27 Submission	

This will take you to the **My Account** page where you can

- View and change your contact information
- View what modules you have access to for the organisation you are logged in as.
You may have access to different modules for different organisations. E.g. if you are working in a local authority, but also belong to the Irish Water organisation, you could have access to the *Bathing Water Information System* as part of your Local Authority profile but not as part of your Irish Water profile.
- View what organisations you belong to

To get access to new modules

Check you are logged in as the correct organisation and use the Switch Organisation function to change to the correct one if you need to.

You will be able to see what modules you have access to and role you currently have to on this page

How to request access to another module

Home / My Account

My Account My Modules My Organisations

Show 10 entries Search:

Short Name	Description	Role
AM	Apply for, Manage and Renew Radiological Protection Licences. Manage application/review of an IPC/IE/Waste Licence	Global Administrator
BWIS	Bathing Water Information System (BWIS) for reporting Bathing Water Annual Identifications, Monitoring Calendars and Profiles	Global Administrator
CRIS	Compliance & Risk Information System (CRIS) for managing and reporting Bathing Water Incidents and Drinking Water Safety Plans	Global Administrator
DWWA	Domestic Waste Water Application (DWWA) - Application for Local Authority Inspectors to record and manage inspections of Domestic Waste Water Treatment Systems	Global Administrator
LMA	Licensing Management Application (Licences and CoAs). Formally known as: Manage my Waste Water Discharge Authorisations: - Incident notifications to the EPA for Licences and CoA sites - View, respond to and close out actions created by the EPA for Licensees in respect of achieving compliance with Licences and CoAs	Global Administrator
MDS	MDS - Monitoring Data System	Global Administrator
NIECE	Network for Ireland's Environmental Compliance and Enforcement SharePoint site	Global Administrator
ODS & FGas	ODS&F Gas Compliance application (includes send a PAN to the EPA)	Global Administrator
PCB	Application to allow the notification of Polychlorinated Biphenyl (PCB) holdings to the EPA	Global Administrator
SEA	SEA WebGIS & Reporting Tool - Application for Public Authorities to access Environmental Data and Produce Environmental Reports to Assist in Strategic Environmental Assessment	Global Administrator

Showing 1 to 10 of 12 entries

Previous 1 2 Next

[Manage Modules](#)

Click the Manage Modules, to take you to the My Portal Access page where you can change options.

Option 2: My Portal Access

On the home page, select My Portal Access from the menu available as shown below

eden environmental data exchange network

Admin 50+ Deirdre Kirwan Cork County Council

- My Account
- My Portal Access**
- My Organisations
- Sign out of Application
- Sign out of Portal

Latest Portal Notifications

Showing 1 to 3 of 269 entries

Name	Regarding	From	Received
Membership Request Approved Audit		Kirwan, Deirdre	22-09-2015 16:29
Membership Request Approved Audit		Kirwan, Deirdre	22-09-2015 16:27
Membership Request Approved Audit		Kirwan, Deirdre	22-09-2015 15:07

This will take you to the My Portal Access page where you can submit requests to remove your access to a module (e.g. if you've changed roles in your organisation and no longer need access to a particular module) or request access to other EDEN modules.

How to request access to another module

Remove Access





[Home](#) / [My Portal Access](#)

My Portal Access

Organisation Cork County Council
Administrators [View Administrators \(4\)](#)

My Modules

Show entries Search:

Short Name	Description	Role	Action
AM	Apply for, Manage and Renew Radiological Protection Licences. Manage application/review of an IPC/IE/Waste Licence	Global Administrator	
BWIS	Bathing Water Information System (BWIS) for reporting Bathing Water Annual Identifications, Monitoring Calendars and Profiles	Global Administrator	
CRIS	Compliance & Risk Information System (CRIS) for managing and reporting Bathing Water Incidents and Drinking Water Safety Plans	Global Administrator	
DWWA	Domestic Waste Water Application (DWWA) - Application for Local Authority Inspectors to record and manage inspections of Domestic Waste Water Treatment Systems	Global Administrator	

Select the **Remove** button beside the module you no longer need access to and enter a reason in the popup box that appears. Your request will be processed by an administrator and you will no longer be able to access that module. Any information you had entered when you were using that module will still be accessible to others. This does not delete any information you've entered, just means you can't access that module any more.

Remove Access to the AM Module

Reason for Removal

Please enter reason for removing access

Cancel

Submit

How to request access to another module

Request Access

The modules you can also request access to are shown at the bottom of the page. Select the Request Access button beside the module you would like to have access to.

Other Modules		
Show	10	entries
		Search: <input type="text"/>
Name	Description	
Article 27 Module	Notification of by-product decisions made by economic operators under Article 27 of the European Communities (Waste Directive) Regulations 2011	+ Request Access
EnvironLink SharePoint Site	EnvironLink SharePoint site for the Department of the Environment, Community & Local Government	+ Request Access
Irish Water Compliance	Irish Water Compliance Application	+ Request Access
Local Authority Waste Collection Permit Portal	National Waste Collection Permit Office portal for waste collection permits	+ Request Access
Showing 1 to 4 of 4 entries		Previous 1 Next

A confirmation box will appear where you can confirm your selection and submit the request. Your request will be processed by an administrator and if approved, you will be able to access that module. The module name will appear on your home page and in the menu you see, once the request has been approved.

Request Access to the Local Authority Waste Collection Permit Portal Module

First Name

Deirdre

Last Name

Kirwan

Organisation

Cork County Council

Module

Local Authority Waste Collection Permit Portal

Description

National Waste Collection Permit Office portal for waste collection permits

Cancel

Submit Request