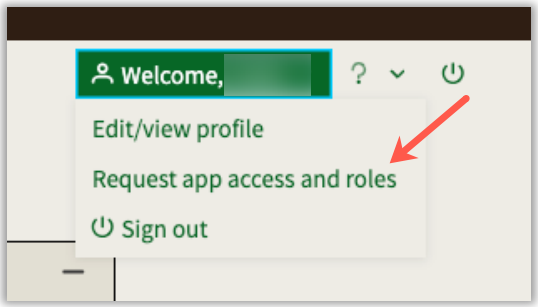
Financial Export/Data Repository Access

This information is intended for *e-ISuite Site* users who are responsible for uploading Financial Export files to the Data Repository. *IMPORTANT: This only applies to e-ISuite Site. If you are using e-ISuite Enterprise, you do not need to upload files to the repository. They will automatically be transferred when you complete the Financial Export process in Enterprise.*

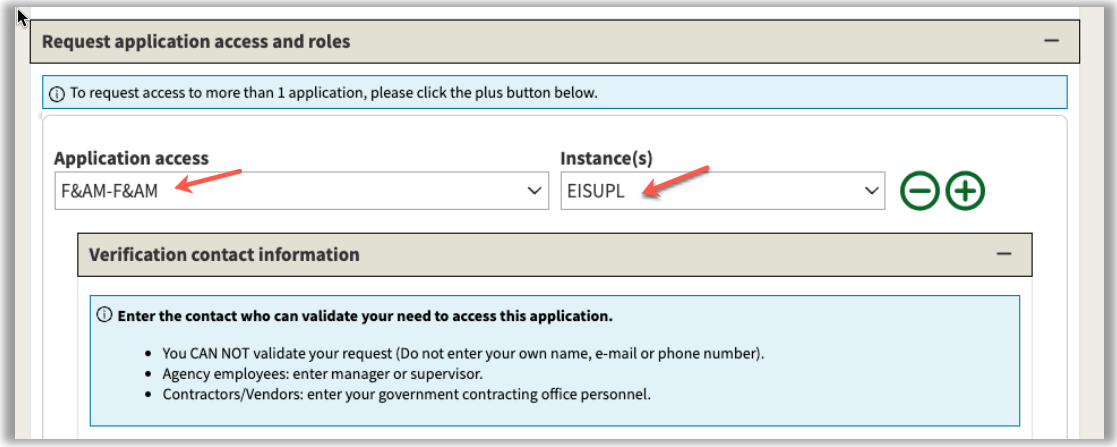
The following are instructions for requesting access to the e-ISuite Data Repository (F&AM EIS-UPL):

1. Log in to the FAMAuth Portal: https://famauth.wildfire.gov

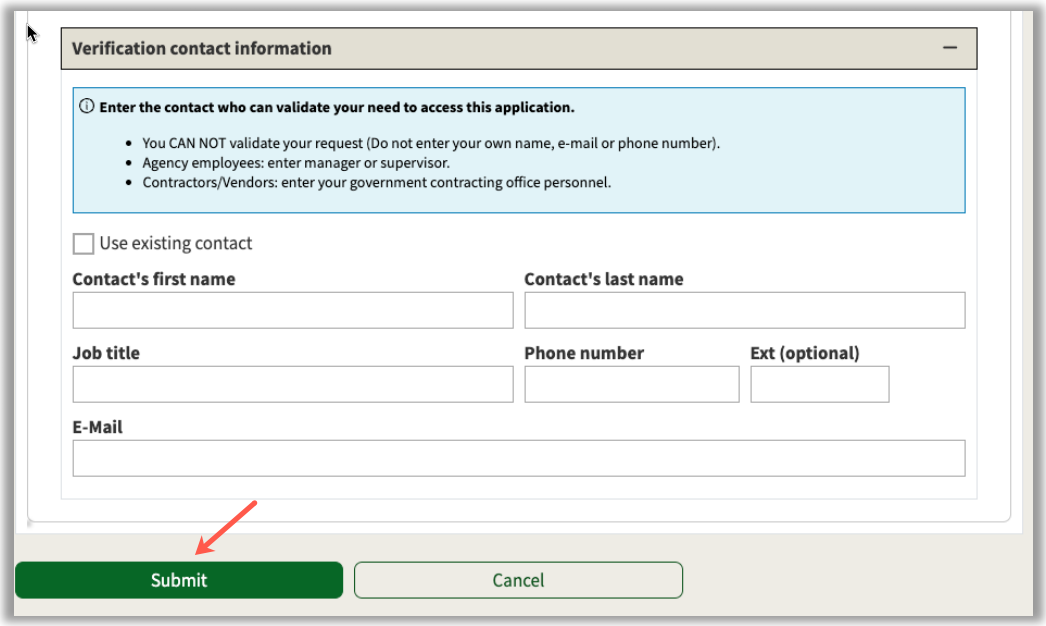
2. Click on **Welcome, User** and then select **Request app access and roles**.



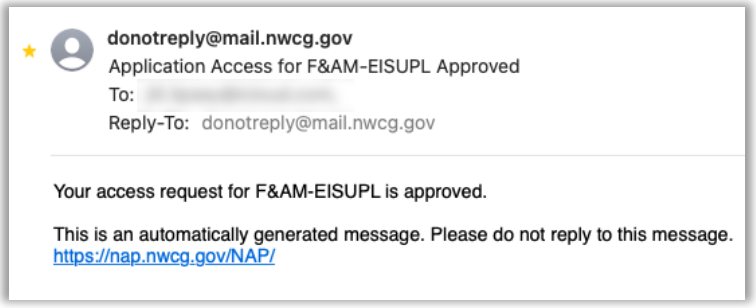
3. In the **Application Access and Instance(s)** drop down menus, select **F&AM-F&AM and EISUPL**.



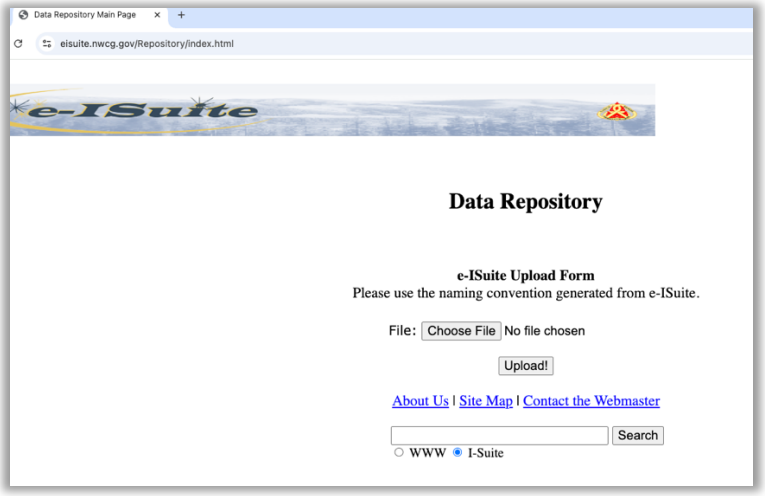
4. Enter the information for the person who can validate your access and click on **Submit**. This individual can be your manager, home unit supervisor or incident supervisor. **It cannot be your own information. If you enter your own information, your request will automatically be rejected**.



5. You will receive an email notification that your request was approved.



6. Test your access by going to the e-ISuite webpage, select the **Data Repository** link under the **General Information** menu and enter your FAMAuth credentials. Once you click on Data Repository, it will route you to FAMAuth for authentication and then the page will display.
https://www.wildfire.gov/application/eisuite



7. If you are unable to access the Data Repository webpage, please contact the **IIA Helpdesk 866-224-7677** or https://iiahelpdesk.nwcg.gov/