Create a new
Login.gov/iNAP/FEPMIS
account user guide
1. Setting up LOGIN.GOV user account

a. Go to: https://iwfirp.nwcg.gov/
Note: This will be your access point for LESO FEP MIS from now on so you can bookmark this page.

b. Select Public Partners (Login.gov)

Note: If you have an existing Login.gov account then sign into your existing account.
c. Create a Login.gov account by selecting Create an Account.

Note: We recommend using your personal email address to avoid issues with your organization blocking emails from Login.gov.
SETTING UP LOGIN.GOV USER ACCOUNT

d. Enter your email address

e. Select your language

f. Check the ‘Rules of Use’ box

g. Select ‘Submit’

Note: An email will be sent to the email address entered in step 4.

Note: Ensure all your browsers are closed before proceeding.
h. Confirm Email

i. Go to your email account

i. Find the email from login.gov

i. Click on the ‘Confirm email address’ link within the email that you received
i. Create a strong password

Password must contain at least 12 characters with a good or better strength rating (3 green bars) in order to continue. REMEMBER YOUR PASSWORD. Your password will not expire unless you change it. If your email address is invalid or not working anymore then it would affect your account with login.gov because you would not have a valid email.

j. Select ‘Continue’
k. Select your 2nd level authentication method: ‘TEXT or VOICE MESSAGE’
   i. We recommend using TEXT if possible
   ii. Do not use web based VOIP phones

Note: If you choose to use a different authentication method, we cannot provide any further guidance for you.

   iii. You will be required to use this 2nd level of authentication each time you log into LESO FEP MIS.

l. Select ‘Continue’
m. Phone Authentication

i. Login.gov will send you a security code each time you sign in, so ensure you use a phone number you have access to

ii. Message and data rates may apply. Do Not use a web based VOIP phone service

n. Enter your phone number

o. Select Text Message or Phone Call ‘We recommend text’

p. Select send code

Note: The code will expire in 10 minutes.
SETTING UP LOGIN.GOV USER ACCOUNT

q. Enter your one-time security code that you received either text or call (this security code will be sent to your phone each time you log in)

r. Uncheck ‘Remember this Browser

s. Select Submit
SETTING UP LOGIN.GOV USER ACCOUNT

Note: You should see a confirmation from login.gov like the one below ‘A phone was added to your account’ at the email address associated with your login.gov account.

If you see this error message, disregard it

Note: You have successfully created a login.gov account and you will be returned to Wildland Fire Application Portal. You must now create a INAP account.

If you see this error message, disregard it.
v. On the Wildland Fire Application Portal Dashboard page, find the LESO FEPMIS Tile and select ‘Access’

Note: If you are not a "new user" and have an existing iNAP account do not proceed. Go to the training guide for "existing users".

w. Select ‘I do not have an iNAP profile yet’

x. Select ‘Next’
y. Enter user information

z. Enter Primary Affiliation “DoD Government”
LINKING LOGIN.GOV TO iNAP

aa. Enter ‘Other’ and ‘LESO’ for Organizational Unit

bb. Enter ‘Other’ and your current agency for Agency

cc. Select ‘Next’
dd. Verify the requested application access and roles

i. Application Access:
   LESO-Law Enforcement Support Office

ii. Instance:
    PRODUCTION

iii. Request application role for LESO-PROD (Standard)

iv. LESO Report Reader (default) is checked
LINKING LOGIN.GOV TO iNAP

ee. Enter contact information
i. State Coordinators enter LESO East/West Team Leads name
ii. Law Enforcement Agencies enter your State Point of Contact information

ff. Select ‘Submit’

gg. Select “No, submit my request

Note: You will see this page display. You have successfully connected your new login.gov account to your new iNAP account.
Note: STOP HERE, close your browser, and wait until the LESO HQ approves your account. Once approved you will receive 4 emails. After you receive the emails, you will be able to proceed.

hh. Upon confirmation and approval of your iNAP request by the approving official you will receive multiple email messages from donotreply@nwcg.gov

i. Application Access for LESO-PROD Approved

ii. Application Role Request for LESO-PROD Approved

iii. iNAP User Account Information (Username)

keep this one

iv. iNAP User Account Information (Temporary Password) if you get this temporary password email for iNAP disregard-delete it
LINKING LOGIN.GOV TO iNAP

You have successfully connected your iNAP and LOGIN.gov accounts. This is a onetime process.

You must wait to receive email confirmation that your iNAP account has been approved to proceed.

The next time you attempt to login to LESO FEPMIS you will be Authenticated by login.gov two level authentication and authorized by iNAP and then be redirected into LESO FEPMIS.

Note: You must completely CLOSE YOUR BROWSER down. To access LESO FEPMIS on your next login attempt go to https://iwfirp.nwcg.gov/.


Note: If you have an existing LESO FEPMIS account do not use this guide use the existing user guide instead.

   a. Go to: https://iwfirp.nwcg.gov

   b. Select Public Partners ‘Login.gov’
Note: If you have not created a login.gov account yet stop and go to step 1 to create an account.

c. Enter your login.gov email address
d. Enter your login.gov password
e. Select ‘Sign in’

Note: A new one-time security code will be sent to your phone, this is your 2nd level of authentication.
f. after one-time security code sent to your phone (this security code will be sent to your phone each time you log in)

g. Uncheck ‘Remember this browser’

h. Select “Submit”
LOGIN.GOV TO LESO FEPMIS

On the Wildland Fire Application Portal Dashboard page, find the LESO FEPMIS Tile and select ‘Access’.

Note: If the Rules of Behavior screen does not show go to step (t.)

Read and Select ‘Accept’ the Rules of Behavior.

Note: You will receive a message on the screen that you are leaving iNAP.
LOGIN.GOV TO LESO FEPMIS

Note: You will receive a message on the screen that you are leaving iNAP.

Note: Unfortunately, due to security issues you will have to log back in after accepting the Rules of Behavior. Close your Browser.

k. Go to: https://iwfirp.nwcg.gov/

l. Select Public Partners ‘Login.gov’
m. Enter your login.gov Email address
n. Enter your login.gov Password
o. Select ‘Sign in’
p. Enter One-time security code sent to your phone *(this security code will be sent to your phone each time you log in)*
q. Uncheck ‘Remember this browser’
r. Select ‘Submit’
s. On the Wildland Fire Application Portal page, find the LESO FEPMIS Tile and select ‘Access’
LOGIN.GOV TO LESO FEPMIS

1. On the LESO FEPMIS: Initial login Select ‘NEW USER’

Note: If you are not a NEW FEPMIS User then stop and go to the existing user guide.

2. Enter user information

3. Select ‘Create’

Note: all fields with an * are required.
You have successfully created a LESO FEPMIS account and your login.gov, iNAP and LESO FEPMIS accounts are all linked together. The next time you login you will go directly into the LESO FEPMIS application from login.gov.

You Must now….

Close your browser completely or you might have browser cache issues.

Contact your State Point of Contact to assign you to a Station and new user roles.

Note: This will be your access point for LESO FEPMIS from now on so you can bookmark this page: https://iwfirp.nwcg.gov/.
3. Logging into FEPMIS account for first time after setup.

Note: This will be your access point for a LESO FEPMIS from now on so you can bookmark this page.

a. Go to: https://iwfirp.nwcg.gov

b. Select Public Partners ‘Login.gov’
Note: If you have not created a login.gov account yet stop and go to step 1 to create an account.
c. Enter your login.gov email address

d. Enter your login.gov password

e. Select ‘Sign in’

Note: A new one-time security code will be sent to your phone, this is your 2nd level of authentication.
f. Enter one-time security code sent to your phone (this security code will be sent to your phone each time you log in)

g. Uncheck ‘Remember this browser’

f. On the Wildland Fire Application Portal page, click the ‘LESO FEPMIS’ tile
j. Once you click the ‘LESO FEPMIS’ tile, you will be directed to LESO FEPMIS.

You have completed the login process for FEPMIS.
QUESTIONS?

Please contact your respective State Coordinator’s Office with any questions. To find your State Coordinator contact information, visit the LESO website at: http://www.dla.mil/DispositionServices/Offers/Reutilization/LawEnforcement/SCLocatorMap.aspx

Click here for Northern Mariana Islands State Coordinator

Click a state to view a State Coordinator Point of Contact information.