

SPILLS DATABASE ON-LINE LOG-IN INSTRUCTIONS

To access the Hazardous Materials Spill Database on the Environment and Natural Resources (ENR) website follow the following steps:

1. Log on to the website
http://www.enr.gov.nt.ca/live/pages/wpPages/Hazardous_Materials_Spill_Database.aspx
2. In the middle of the page. Click on **NEW ACCOUNT**.
3. Fill in the form. Once the form is filled in an email message is sent to Lisette Self who will activate your account.
4. When your account is activated:
 - a. Click on **LOG-IN** (in blue).
 - b. Enter your user name (email address) and password.
 - c. *If you get prompt to "close the window" Click [Yes]*
5. Click **SEARCH SPILLS**, below the user account and new account line.
6. To obtain a report of spills that you require use the various boxes you can choose from.
7. When finished please LOG OUT.

If you should have any problems with these procedures or have any questions please contact Mrs. Lisette Self via email at Lisette_Self@gov.nt.ca or by phone (you may call collect) (867) 873-7654.