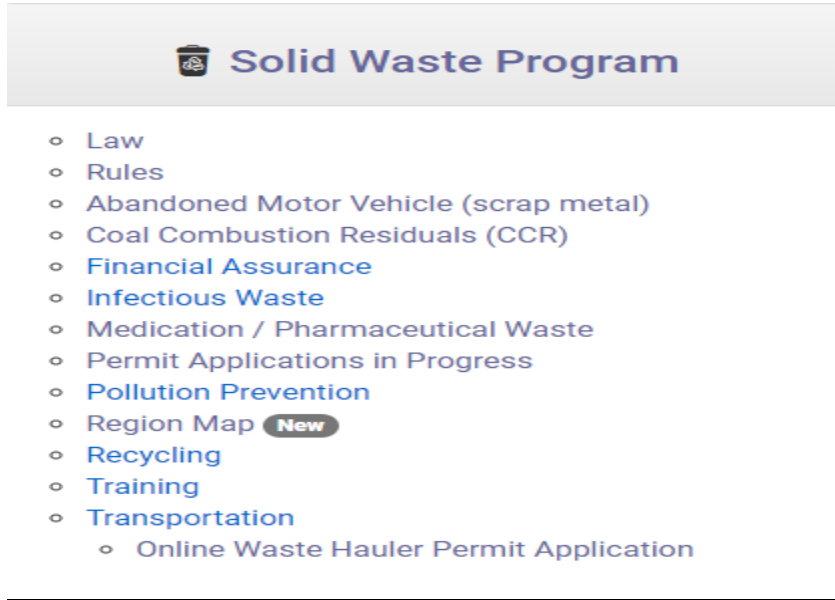
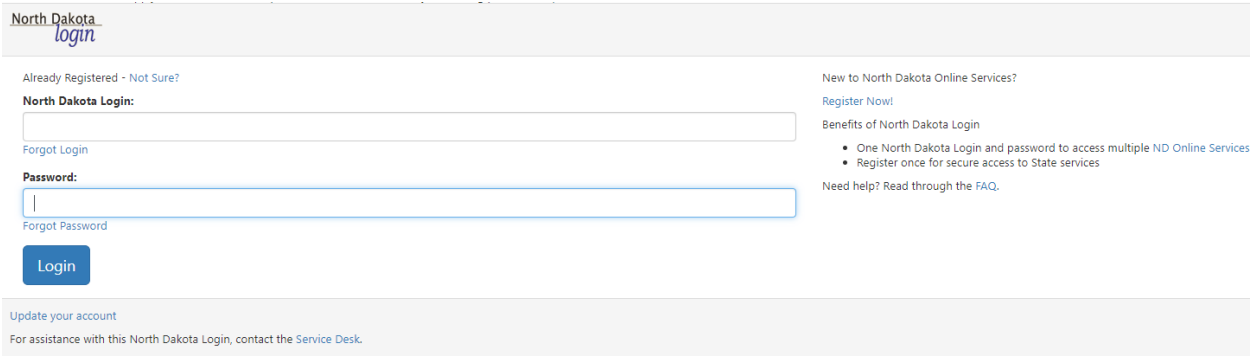


NDDEQ Solid waste Facility Online Contact Update Instructions (DEC 2024)

1. Head to the following URL: [Waste Management - North Dakota Department of Environmental Quality](#)
2. Under the programs section, under solid waste program, click on [Online Waste Hauler Permit Application](#)



3. Login into your North Dakota Login Account. If you do not have an account or are unsure if you have an account; you can follow the prompts to recover your account, or you can register for an account for free.



The screenshot shows the "North Dakota login" page. It includes the following elements:

- Logo: North Dakota login
- Text: Already Registered - Not Sure?
- Form: North Dakota Login: [input field]
- Text: Forgot Login
- Form: Password: [input field]
- Text: Forgot Password
- Button: Login
- Text: New to North Dakota Online Services?
- Text: Register Now!
- Text: Benefits of North Dakota Login
 - One North Dakota Login and password to access multiple ND Online Services
 - Register once for secure access to State services
- Text: Need help? Read through the FAQ.
- Text: Update your account
- Text: For assistance with this North Dakota Login, contact the Service Desk.

4. Select on the Solid Waste Facility icon.

SOLID WASTE FACILITY



5. Using the drop down, select your facility, and request access by pressing the blue **request access** button.
 - An email will be generated to the solid wastes program staff, informing that access has been requested. When approved/denied access, you will receive an email stating if request has been approved or denied.

Select Owner to Request Access

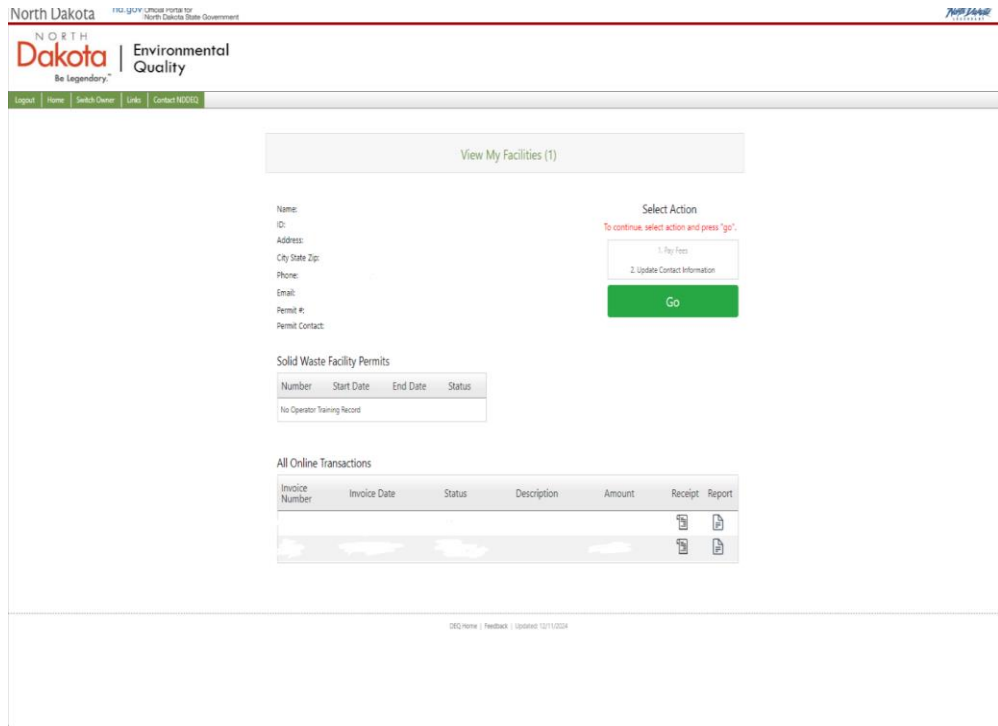
You can select the default owner here or request access to a new owner.

Adams (Adams, ND) ▼

REQUEST ACCESS

6. Upon Approval, re-login to you North Dakota Login Account following previous instructions. Your screen will look like the following. (The information will be filled out according to the Facility Selected)
 - Select action option 1. or 2. (depending on applicability) And press the green Go button.

7. From there you will be able to



process/pay fees, and or update facility contact, as well as update personnel for those selected facilities.

If you have any questions, contact the solid waste program at solidwaste@nd.gov, or at 701-328-5166