Registering as an EMMIE External User

**Step 1** – Open Internet Explorer and enter the web page address provide to you:

https://portal.fema.gov/famsVuWeb/integration?actionName=integration_toLogin&applicationName=fams_application_pa_egrants_dmz

The “DHS Integrated Security and Access Control System” screen will appear.

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1. After you have registered and been approved, you will use the top portion of the screen.

2. **Step 2** – Click “New User?” button.
Step 3 – Complete required fields and e-mail address

**NOTE:** Be sure to remember the user ID you selected.

Step 4 – Click “Submit” button
The following screen will appear:

**Step 5** – Type in Password. It must be from 8 to 14 characters.  
**Step 6** – Type in Password again.  

*NOTE: The User ID auto-fills from previous screen.*  

**Step 7** – Click the “Submit” button.

The screen below will appear:

**Step 8** – Click on link provided above.
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**Step 9** – Select the desired program/application from the screen.

The Access ID screen will appear:

![Access ID Screen](image)

**Step 10** – Enter the access ID provided to you: **ACCESS ID # S21**

*NOTE: this access ID will identify the state and type of user (Grantee or Sub-Grantee).*

**Step 11** – Click the “Submit” button.
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The screen will notify user that the request has been submitted for approval.

**Step 12** – Click “Logout” to exit

*User will receive e-mail notification when privileges have been approved.*