



ECO (Environmental Consultation Organizer) Public Portal

Instructions for Federal Agency Public Portal Users

May 2021

ECO is an information management application covering NOAA Fisheries consultations under the Endangered Species Act (ESA) and Magnuson-Stevens Fishery Conservation and Management Act sections 305(b)(2) & 305(b)(4) Essential Fish Habitat (EFH).

ECO Public Portal Registration

If you are a U.S. Federal Employee or Federal Contractor, please follow below steps to register and get access to the ECO Public Portal.

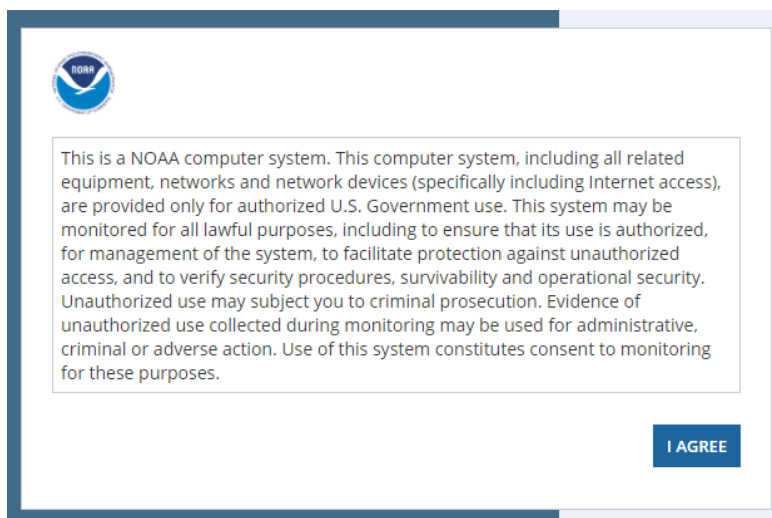
1. ECO Public Portal Self-Registration:

Click on the following link, or copy and paste it into your web browser:

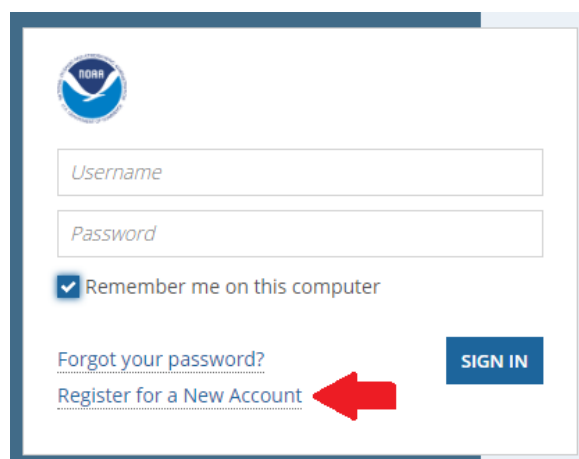
<https://appscloud.fisheries.noaa.gov/suite/?signin=native>

2. Begin the Registration Process:

- a) On the NOAA Computer System Notification screen, click on "I Agree".



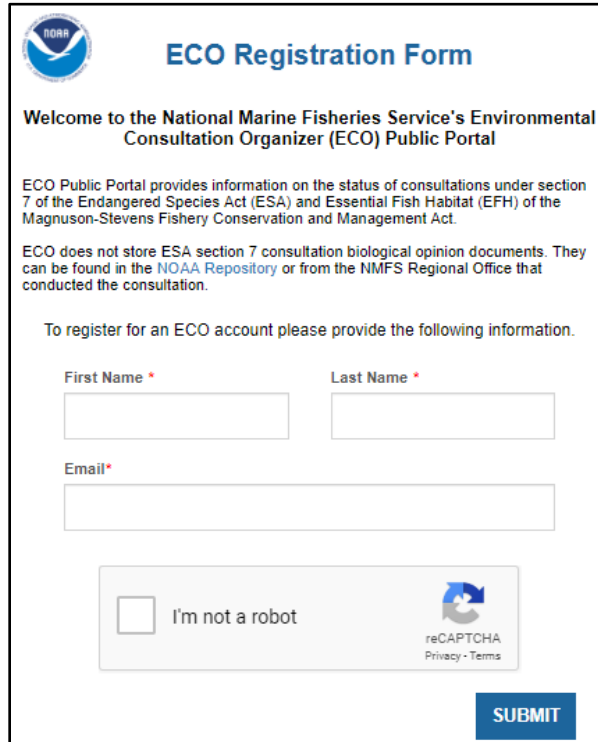
- b) On the Login Screen, click on "Register for a New Account."



- c) On the ECO Registration Form screen, fill in "First Name", "Last Name", and "Email" information.

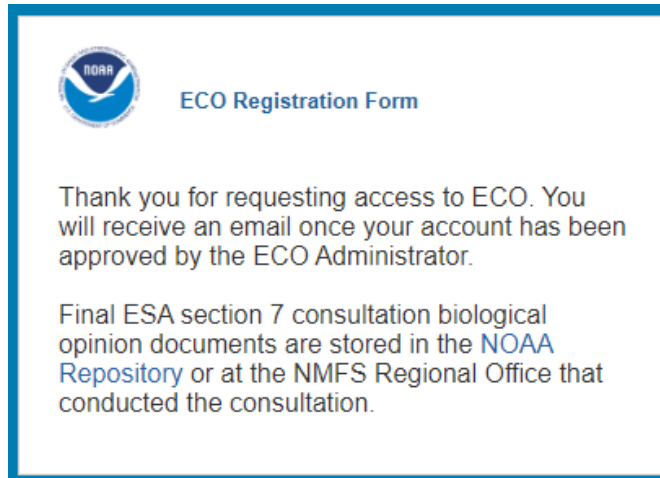
NOTE: Please provide your Federal email address

- d) Click the "I'm not a robot" selection, and complete the reCAPTCHA visual challenge, as prompted.
- e) Click "Submit".



The screenshot shows the "ECO Registration Form" page. At the top left is the NOAA logo. The title "ECO Registration Form" is centered. Below the title is a welcome message: "Welcome to the National Marine Fisheries Service's Environmental Consultation Organizer (ECO) Public Portal". A paragraph explains the portal's purpose: "ECO Public Portal provides information on the status of consultations under section 7 of the Endangered Species Act (ESA) and Essential Fish Habitat (EFH) of the Magnuson-Stevens Fishery Conservation and Management Act." Another paragraph states: "ECO does not store ESA section 7 consultation biological opinion documents. They can be found in the NOAA Repository or from the NMFS Regional Office that conducted the consultation." Below this is a prompt: "To register for an ECO account please provide the following information." There are three input fields: "First Name *", "Last Name *", and "Email *". At the bottom, there is a checkbox labeled "I'm not a robot" next to a reCAPTCHA logo and "reCAPTCHA Privacy - Terms" link. A blue "SUBMIT" button is located at the bottom right.

- f) Validate the following submission screen is presented.

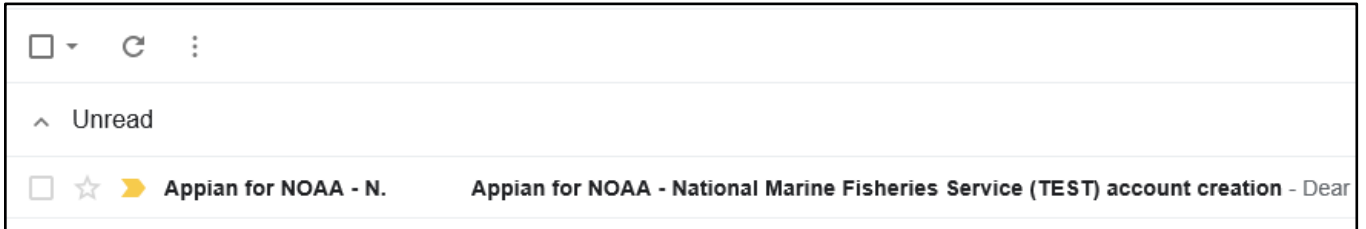


The screenshot shows the "ECO Registration Form" confirmation screen. At the top left is the NOAA logo. The title "ECO Registration Form" is centered. The main text reads: "Thank you for requesting access to ECO. You will receive an email once your account has been approved by the ECO Administrator." Below this is another paragraph: "Final ESA section 7 consultation biological opinion documents are stored in the NOAA Repository or at the NMFS Regional Office that conducted the consultation." The entire content is enclosed in a blue border.

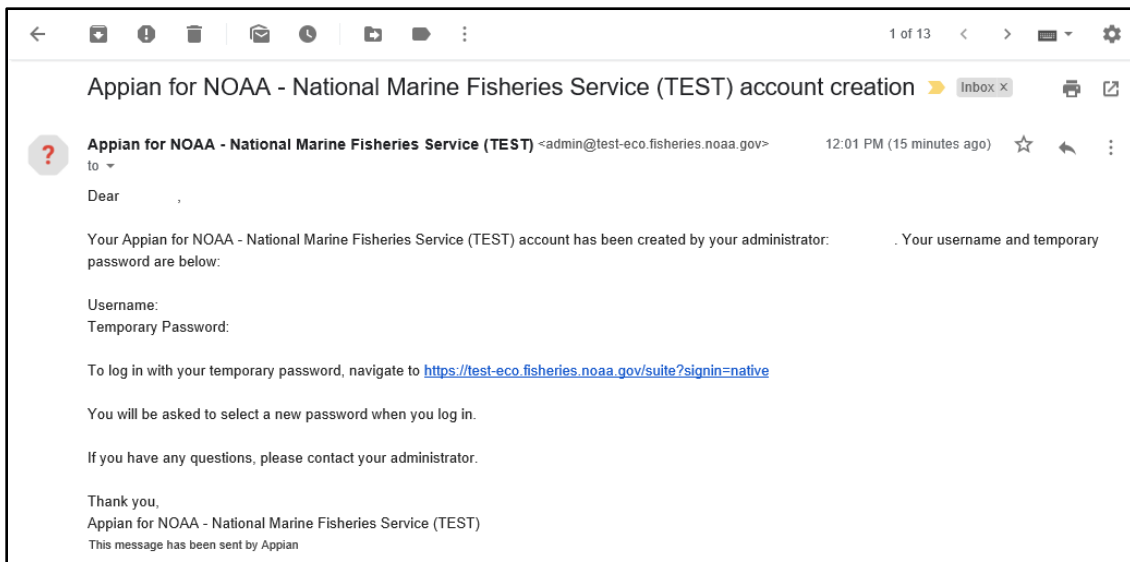
3. Account Approval Notification:

You will receive an email notification that the self-registration request for an ECO account has been approved.

NOTE: The NOAA ECO support team will review your ECO Public Portal access request and activate your account upon approval.



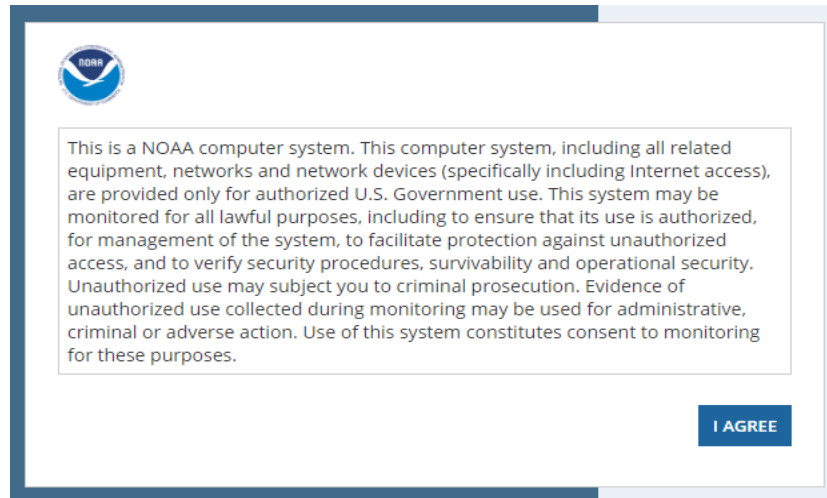
a) Upon approval, you will receive instructions on how to set your password.



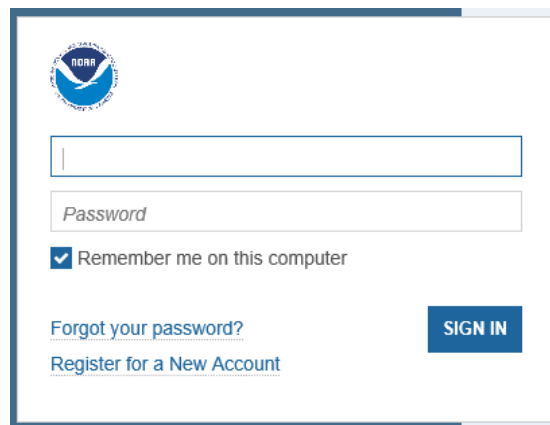
4. Login to the ECO Public Portal:

Navigate to the ECO login screen, and authenticate using the credentials defined in the self-registration process, to log into ECO.

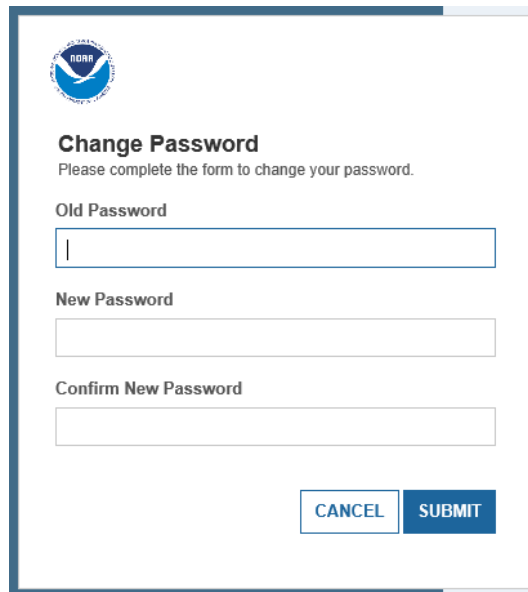
- a) Navigate to: <https://appscloud.fisheries.noaa.gov/suite/?signin=native> and on the NOAA Computer System Notification screen, click on "I Agree".



- b) On the Login Screen, log in using the credentials defined during the self-registration process.

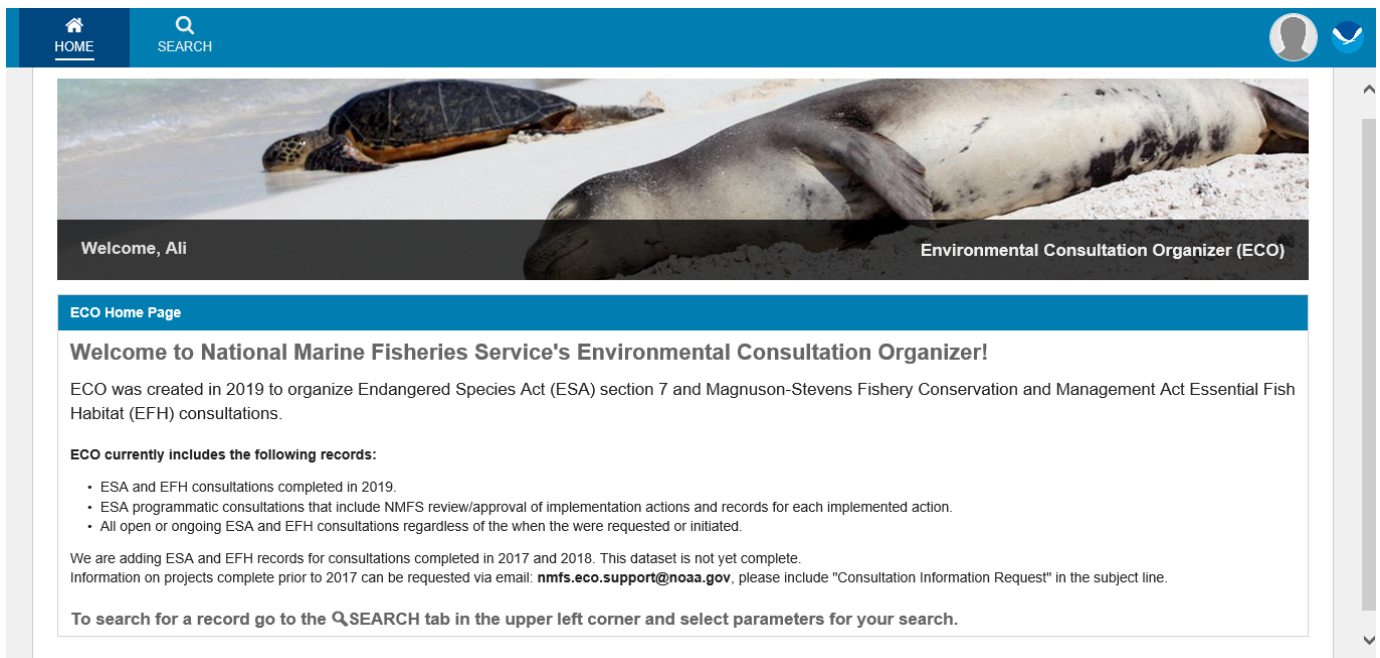


- c) Insert the Temporary Password in the account activation email into the “Old Password” and create your New Password. After confirming your New Password, click “Submit”.



The screenshot shows a web form titled "Change Password" with the NOAA logo at the top left. Below the title is the instruction "Please complete the form to change your password." The form contains three input fields: "Old Password", "New Password", and "Confirm New Password". At the bottom right of the form are two buttons: "CANCEL" and "SUBMIT".

- d) When you are presented with the ECO Welcome Page, you have successfully been authenticated into the ECO system!



The screenshot displays the "ECO Home Page" for an Environmental Consultation Organizer (ECO). The page features a blue header with navigation links for "HOME" and "SEARCH", and a user profile icon. Below the header is a banner image showing a sea turtle and a seal on a beach. The banner includes the text "Welcome, Ali" on the left and "Environmental Consultation Organizer (ECO)" on the right. The main content area has a blue sub-header "ECO Home Page" and a heading "Welcome to National Marine Fisheries Service's Environmental Consultation Organizer!". The text below explains that ECO was created in 2019 to organize Endangered Species Act (ESA) section 7 and Magnuson-Stevens Fishery Conservation and Management Act Essential Fish Habitat (EFH) consultations. It lists the records currently included: ESA and EFH consultations completed in 2019, ESA programmatic consultations with NMFS review, and all open or ongoing ESA and EFH consultations. A note mentions that records for 2017 and 2018 are being added but are not yet complete. Contact information for project records is provided as nmfs.eco.support@noaa.gov. A final instruction directs users to use the "SEARCH" tab in the top left corner to find records.