

- 1. Navigate to <u>https://dem.ri.gov/owr-portal-login</u>
- 2. Click Application -> Start an Application

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Home	Applications	My Information 🗸	My Permits	My Licenses	Requests 🗸	Pending Requests	My Details	More 🗸	
	Start an Application All New Applications All Renewal Applications								

3. Click "Select" next to the Program you wish to apply for

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Dre	dge	
A dr	edge application is needed to ensure compliance with environmental regulations, assess potential impacts on ecosystems, and obtain necessary permits for safe and responsible dredging activities.	ct
App	ilcations & Forms Available: Sediment Sampling Plan for Dredging Projects, Marine Dredging and Associated Activities	
re	shwater Wetlands	
The	RIDEM Office of Water Resources has issued a Freshwater Wetlands General Permit (FWW GP), effective October 31, 2022, in accordance with Rule 3.10 of the FWW Rules.	ct
App	lications & Forms Available: Application for a Freshwater Wetlands Determination or Permit, Freshwater Wetlands General Permit application, FWW Request For Regulatory Applicability.	
эw	/TS Licensing Applications and Forms	
The	DEM Onsite Wastewater Treatment System (OWTS) Program administers the States' septic system permitting program to ensure the protection of public health and the natural environment.	ct
App	ilcations & Forms Available: Installer Examination and License, Designer License Examination (Class 1 & II), Soil Evaluator License Examination, New Designers' License Application (Class 1, II, III & IV) and evals.	
Sep	stic & Onsite Wastewater Treatment Systems Applications and Forms	
The	RIDEM Onsite Wastewater Treatment System (OWTS) Program oversees the state's septic system permitting to safeguard public health and the environment, with an emphasis on customer service.	ct
App	ilcations & Forms Available: Soil Evaluation, Request for Wet Season Verification, Site Evaluation, Construction Permit, Start of Construction, CoC, Designer Affidavit, Subdivision Site Suitability	

4. Click "Select" next to the Application you wish to apply for



5. First is the Introduction Screen. Read carefully and click Next to proceed.

Intro	oduction	Introduction
Appli	icant Information	When start a construction is called in to the database it automatically puts a requirement into that permit that a certificate of construction is required and that the permit they've submitted with all information orior renewing them for that war.
Searc	ch Application Number	6
Site I	Information	
Const Detai	struction Permit, Installer & Designer License ils	Save for later
Appli	icant Attestation	

6. Next is the Applicant Information Screen. Carefully review this information, and if you wish to make any changes, scroll to the top of the screen and click 'My Profile'. You will need to restart the Application for the new changes to apply.

Dosite Wastewater Treatment System				
Instalution     Applicant Information     Sale Stremation     Sale Stremation     Sale Stremation     Contraction Forms Databate & Despire Scores     Contraction Forms Databate     Applicate Alteration     Continuation	Applicant Information Codplying that all constant formations cover The charge or safe update in your previous of the charge on prefix Aprimations, previous Market dy on charge on prefix Aprimations, previous Market and Table Labora L	t and correct. ternation cannot be processes di need to restart year applica ternations	n this page. Any such ch an, so that your applica Middle Name	anga mut ke makeny uktorg as the My hofe buttor an mybelt your quates.
	Xp	(850) 213 1234		utja prijadijopmal.com
	Stroot Interview Zostrook 302204 ~ Malling Address.	Tourn / Chy Previdence	Suo Phode S	and
	Interest Interest 20 partic INTERES INTERESTING INTERESTINA INTERESTING INTERESTING INTERESTING INTERESTING INTE	Town / City	Soar	nd Pence

7. Next is the Search Application Number Screen. You MUST search for an existing application then click Next.

0	Introduction	Search Application Number	
•	Applicant Information	* Please lookup for Application Number	
	Search Application Number	2428-0088	1
	Site Information		
•	Construction Permit, Installer & Designer License Details	Save for later	Previous
	Applicant Attestation		

8. Next is the Site Information Screen. Review & fill in the required fields, then click Next.

Introduction     Applicant Information     Search Application Number	Site Information Application Number Seas const			
Site Information     Continuction Permit, Installer & Designer License     Details	Site Address	"Town / City	* State	"Zp code
<ul> <li>Applicant Attestation</li> </ul>	Jacmine	Providence	Rhode Islan	ad 34343
Costimutor	Pole Number *Lot Type Individual Lot	*Neumber of Cays Required		
	C Subdivision			
	*Pat Number			
	236			
	Lot Information			
	"Lot Number	* Type of Lot See		" (unt size
	24	Square Red	*	2400
	Owner Details			
	Namo	Émai		Telephone
	sammy			(343) 434 3432
	> Owner Address			
	Seve for later			Prestore

9. Next is the Construction Permit, Installer & Designer License Details Screen

Introduction	Construction Permit, Installer & Designer License	Details					
Applicant Information							
Search Application Number	Measurement Of Septic Tank						
Site Information	*Latitude (Starts with 41 or 42, followed by 6 decimal numbers)	* Longitude (Starts with -71, followed by 6 decimal numbers)					
Construction Permit, Installer & Designer	41.050508	-71.332334					
License Details	* Permit Number						
Applicant Attestation	CP-111224-0000002005						
Confirmation	* Search Installer Number						
	L1963 /						
	* Installer Name	*Installer Ucense Number					
	Satya Kp	L1963					
	* Designer Name	*Designer License Number					
	Satya Kp	D4966					
	* Designer Request Of Change(DROC) Approval Date(s)						
	10-11-2024						

10. Next is the Upload Documents Screen. Upload any applicable file(s) then click Next

Introduction	Upload Documents			
Applicant Information	-			
Search Application Number	Document Name	Document Description	Uploaded Files (Multiple file upload)	
Site Information	Supporting Documents	Any supporting documents that could assist in review of		
Construction Permit, Installer & Designer License     Details		the application.		
Upload Documents	Save for later		Previous	Next
Applicant Attestation				
Confirmation				

11. Next is the Applicant Attestation Screen. Check the box to Attest, then click Next

0	Introduction	Applica	ant Attestation		
0	Applicant Information		<u>.</u>		
•	Search Application Number	>	I hereby certify that the installation of the OWTS was perform knowledge and belief, was witnessed and inspected in accord	ed by the installer named below, and to ance with RIDEM/OWTS Rules, and tha	the best of my information, t, in my professional opinion, the
0	Site Information		installation of the OWTS conforms with the plans, specificatio by the Director of the Rhode Island Department of Environme	ns, applicable statutes, regulations, and Intal Management. I further certify that	I construction tolerances as approved I have documented the installation in
	Construction Permit, Installer & Designer License		accordance with RIDEM/OWTS Rules.		
•	Details				
0	Details Upload Documents	* Applican	it Name	Date	

12. Last is the Confirmation Screen. Be sure to store the Application Number for your records.

Septic & Onsite Wastewate	r Treatment Syster	ms Applicatio	ons and Forms:	Designer's Cert	ificate of Construc	tion	
Onsite Wastewater Treatment Sy	ystem						
<ul> <li>Introduction</li> </ul>	Confirm	nation					
Applicant Information				Th	ank you!		
Search Application Number			Your Applica	ion has been submitted	successfully and will be proce	essed accordingly.	
Site Information			If additional	Your Application r	number is IA-0000002027.	your submission	
Construction Dennit Installer & Deal	inner l'inner		You can track	the status of this reques	t from "View Ongoing New A	Applications" tab.	
<ul> <li>Details</li> </ul>	Rue preupe						
<ul> <li>Upload Documents</li> </ul>							Done
<ul> <li>Applicant Attestation</li> </ul>							$\smile$
Confirmation							
-							