EAR Overview

Registration
1) Open your **web browser** (Internet Explorer, Firefox, Safari, etc.).
2) Go to www.drinc.ca.gov
3) Optional – **View FAQ**
4) Click on the **Registration Tab** at the top of the screen.
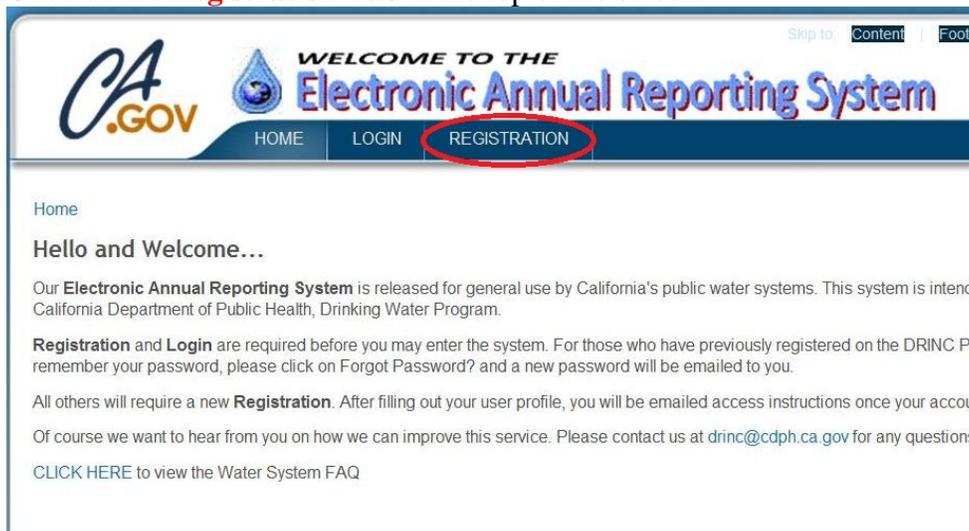
5) Complete all the **required fields** on the form.

6) **Add a Public Water System** (PWS) via one of two methods:

Method 1 – Conduct a Search

    a. Type the **name** or **CA number** for the PWS. Click **Next Match** until the correct name appears to the right of the Next Match Button.

    b. Once the system is listed, click "**Add This One**" (**do not** click the Add button further down on the page – See Method 2 for this button).
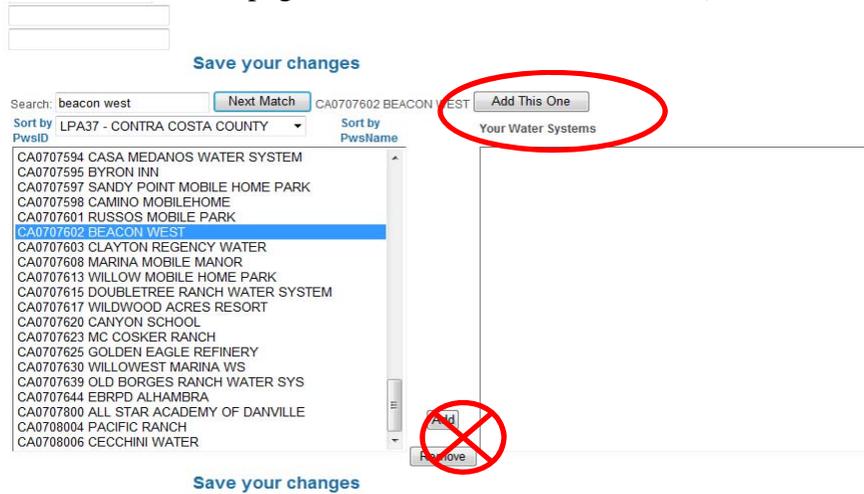

    c. The water system should appear in the list of **Your Water Systems**


    d. **Click on Save your changes**. Nothing will be saved unless you click on this link.

Method 2 – Select From the Dropdown Menu

a. **Select your LPA from the dropdown list**. This will refresh the subset of PWS's listed.


b. Scroll through the list and **click on the correct PWS**, the click on the **Add button** to the right of the list (**do not** click "Add This One")

c. The water system should appear in the list of **Your Water Systems**

Click on Save your changes. Nothing will be saved unless you click on this link.

7) You will **receive an email** from drinc@cdph.ca.gov confirming your registration.
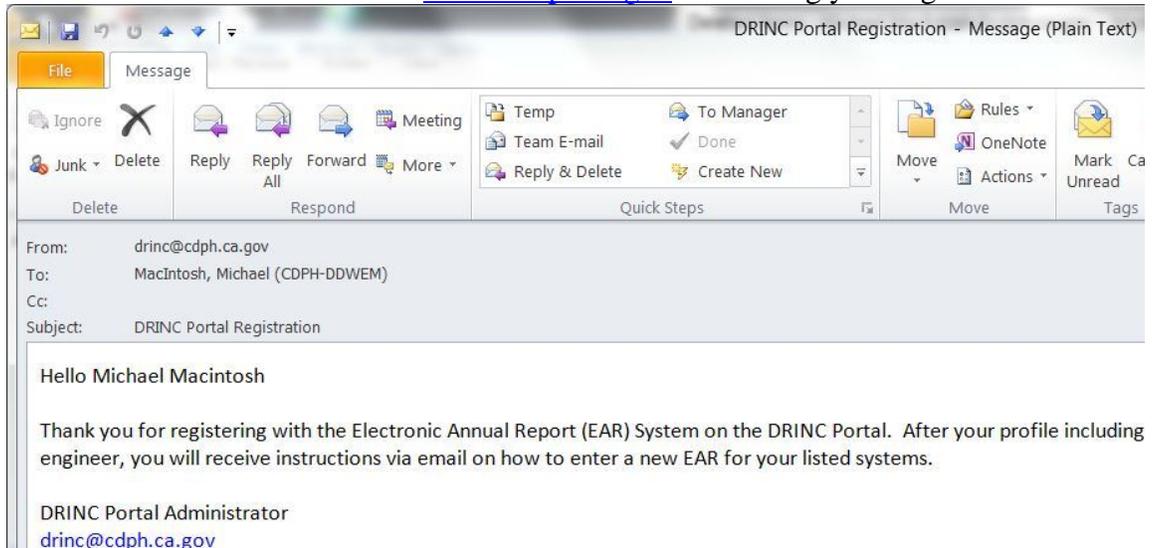
8) You may now explore the EAR site, but you cannot start your EAR until your LPA confirms your connection. This may take a3-5 days. **Once confirmed, you will receive the email below** (one for each water system you added).
Note: If you receive a DENIAL, contact your LPA for more information.
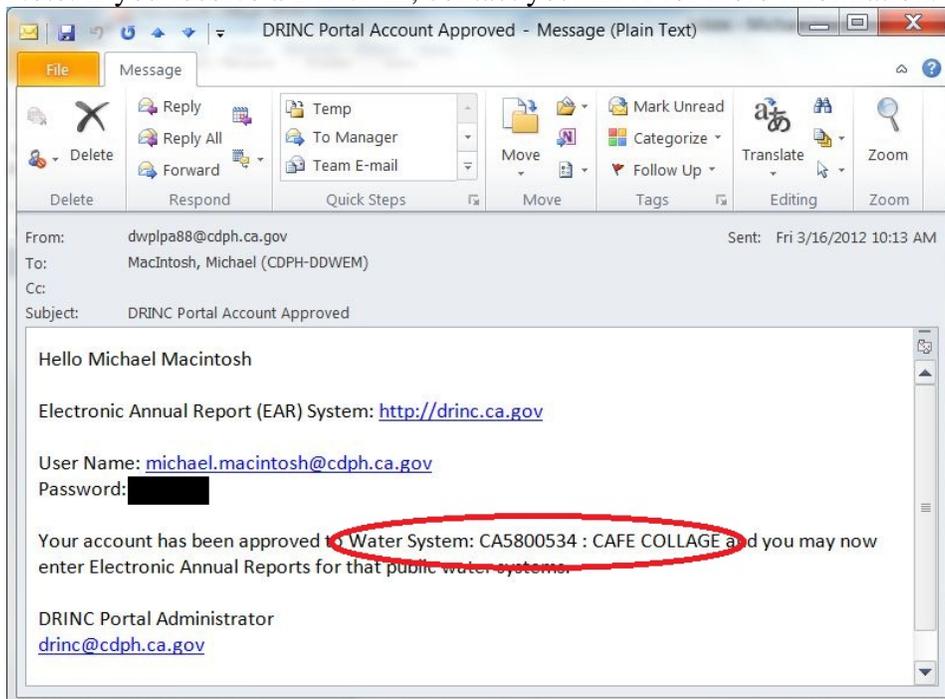
EAR Website

9) After you receive confirmation, login to site. Click on **Login**. Enter **User Name**
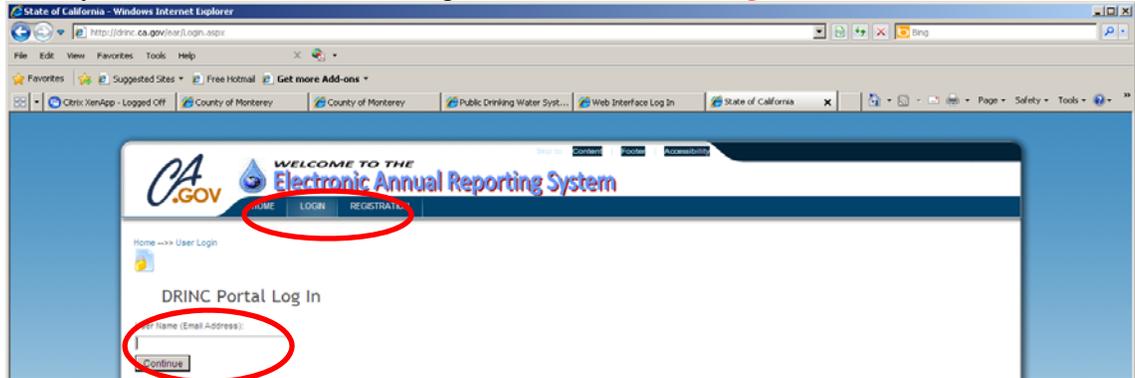

10) Enter **Password**.

11) EAR Homepage, Water System FAQ's available
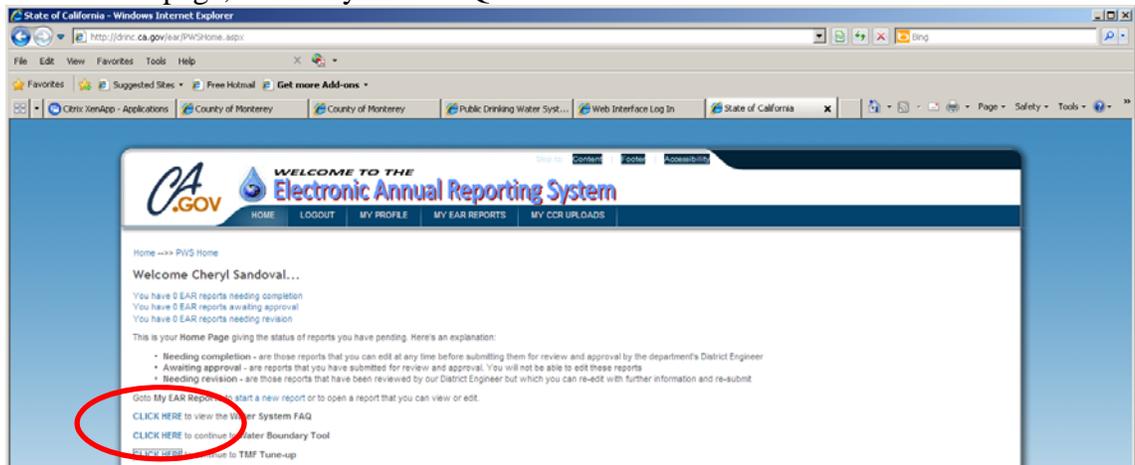
12) Water System Boundary Tool- From Home Page, Click on Water System Boundary Tool
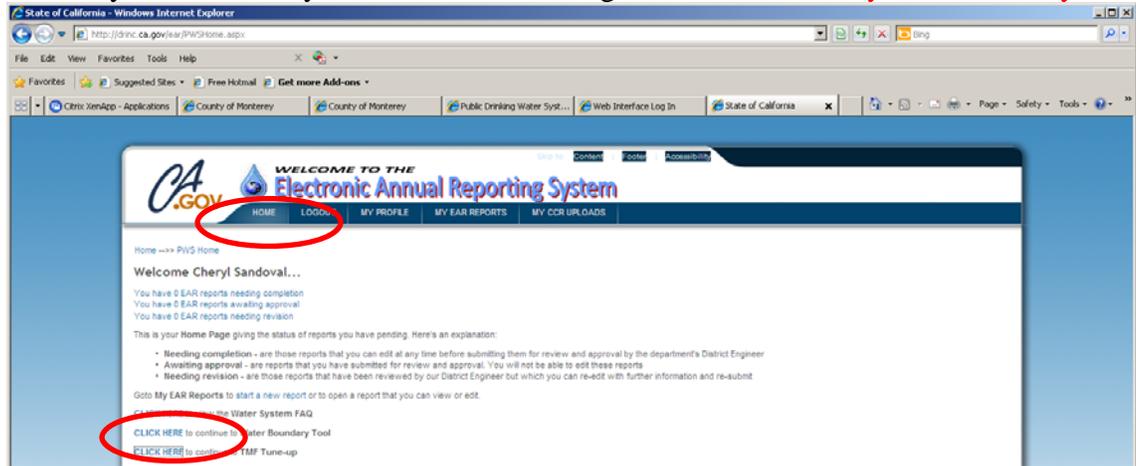

13) Click on Continue
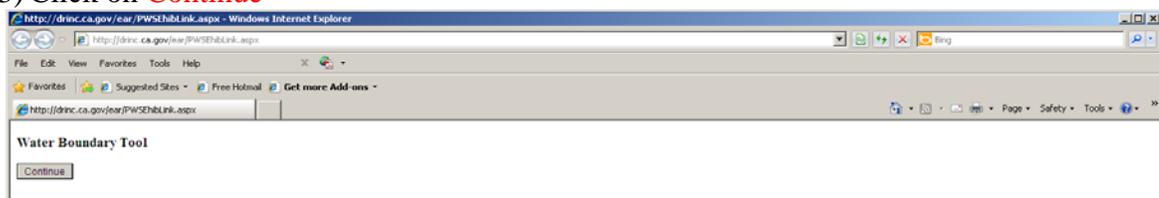
14) Click on Begin Using Tool
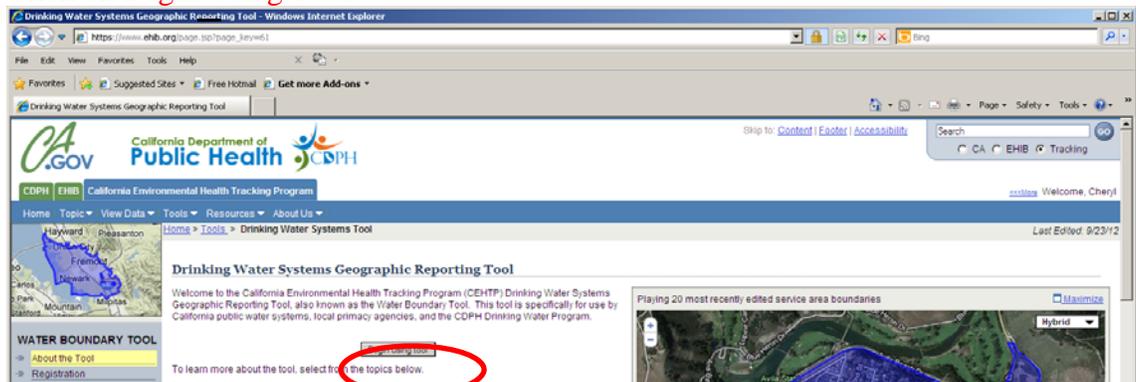
15) Answer Questions/Edit as needed
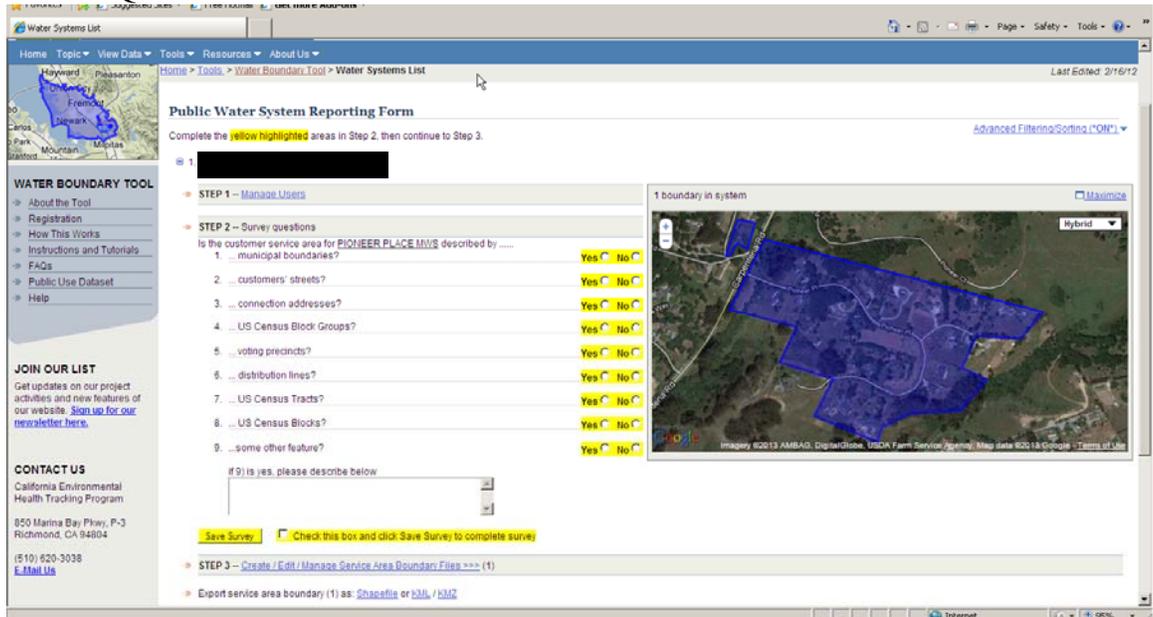
16) TMF Tune-up- From Home Page, Click on TMF-Tune-Up
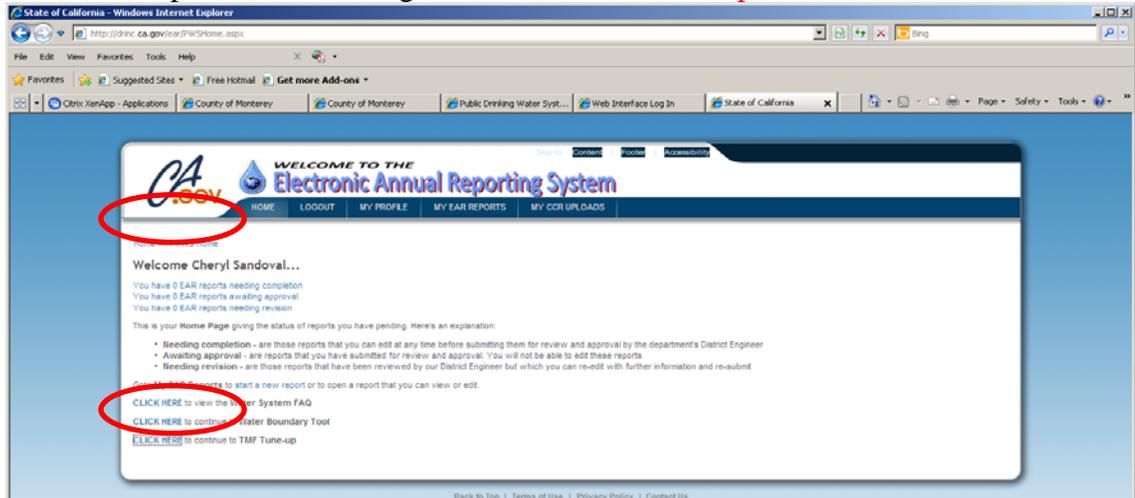
17) TMF Tune-up- From Home Page, Click on TMF-Tune-Up, or go to TMF website: http://neien.des.ucdavis.edu/tmf/
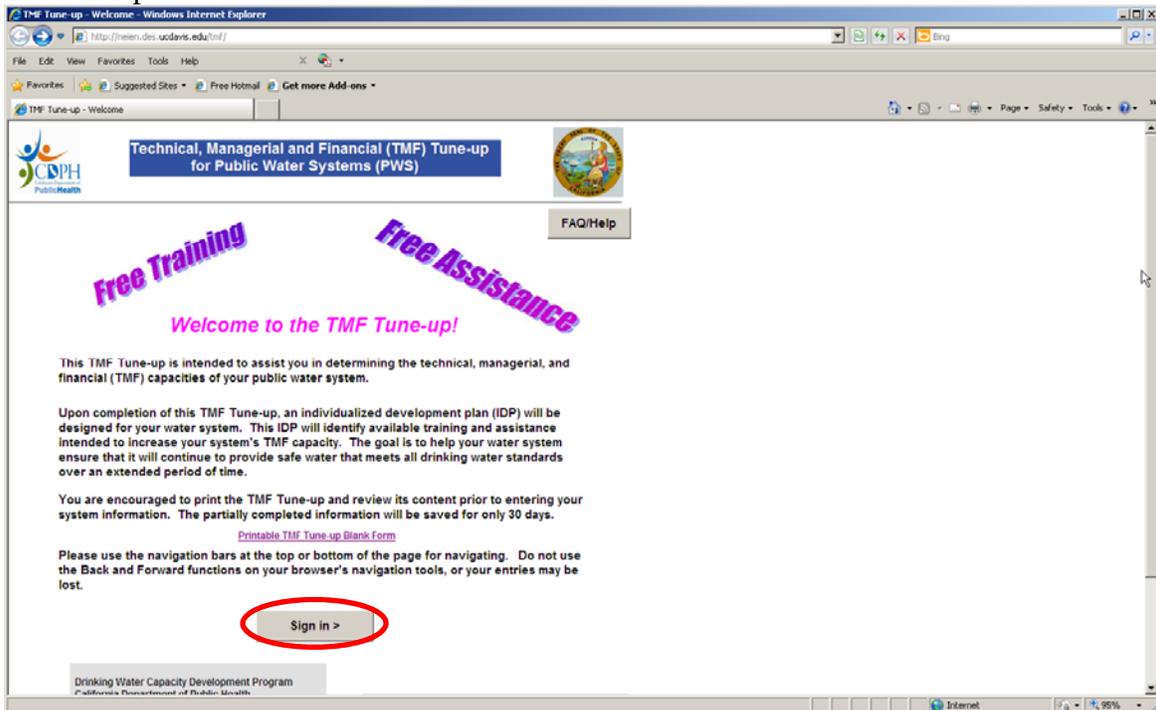
Completing Your EAR

18) Click on My Ear Report, then Click on Enter New 2012 EAR