How to Register as Certifying Body

What to Expect

- The Organic *INTEGRITY* Database user account registration is a 2-step process:
    1) Create a USDA eAuthentication customer account via Login.gov;
    2) Register for an *INTEGRITY* certifier user account.

- New users as of September 12, 2023, must use Login.gov account credentials to submit a registration request for *INTEGRITY*.

- **NOTE**: Users who have an existing USDA eAuthentication account created prior to September 12, 2023, can continue to use their eAuthentication user ID and password to register for INTEGRITY.
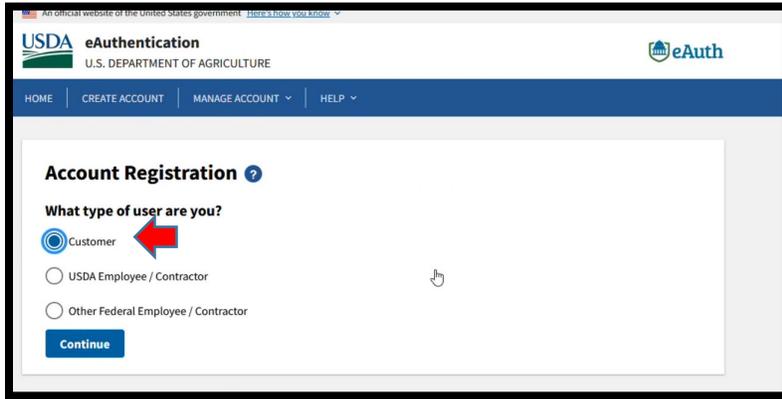
Step 1. Create a Login.gov Account

Go to the *INTEGRITY* website at https://organic.ams.usda.gov/integrity, select **Register** and select the **USDA eAuthentication** link from the Certifier Employees section.

For additional information, refer to the Public Customer Frequently Asked Questions (FAQs) at https://www.eauth.usda.gov/eauth/b/usda/faq.
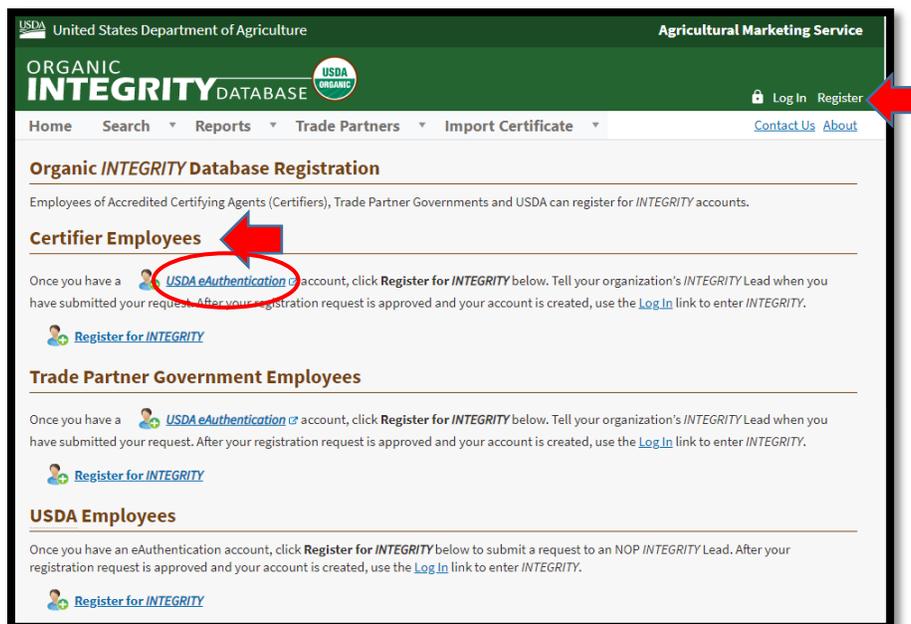
Select the **Customer** radio button. Then select **Continue to Login.gov** to proceed to the next page, where you will create a Login.gov account.

The screen will automatically default to a sign in screen, so select **Create an account**.

Provide your **email address** to register for your Login.gov account. Select **Submit.**
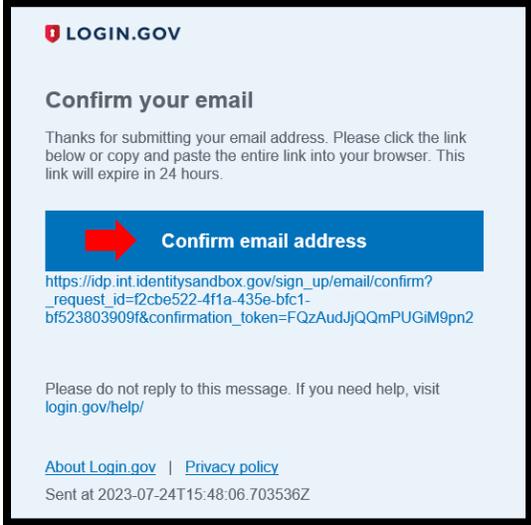

Check your email for further instructions to complete your registration.
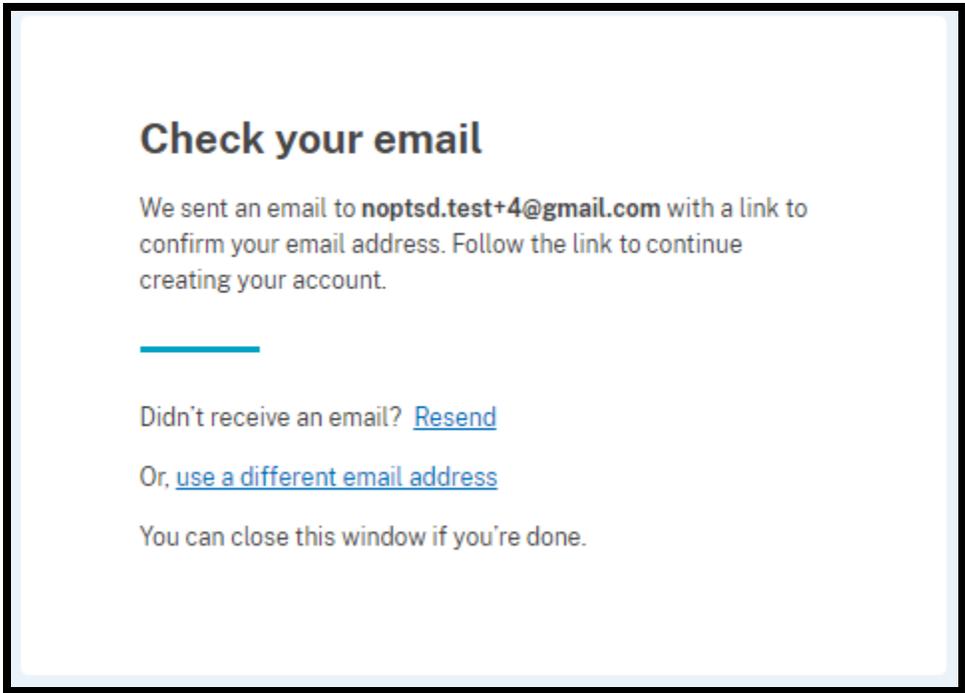
Example of the confirmation message.

Open your confirmation email with the link and select **Confirm email address** to complete the Login.gov account creation process.

Example of the confirmation email users will receive.

Once you have confirmed your email address, a success message should pop up and you will be prompted to create a password.

After setting up a password, Login.gov provides multi-factor authentication (MFA) options for public customers for an added layer of protection of your personal information. Choose your preferred method and select **Continue**.

Once you have set up your MFA, you will be directed to create an USDA eAuthentication account. Select **Agree and continue** to move forward to the next step.
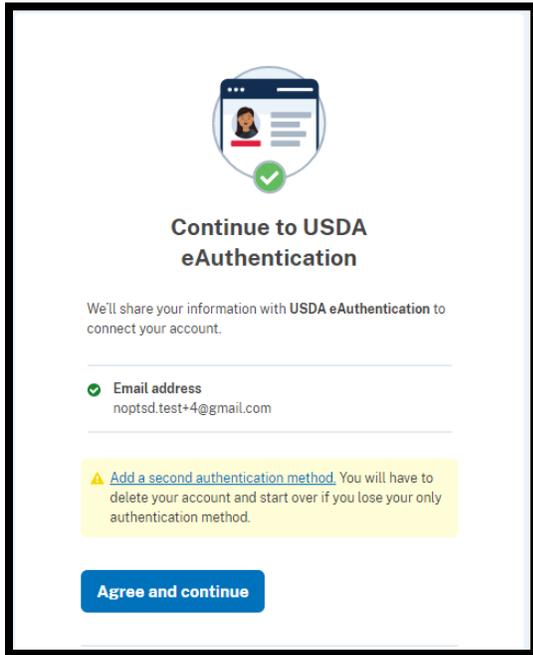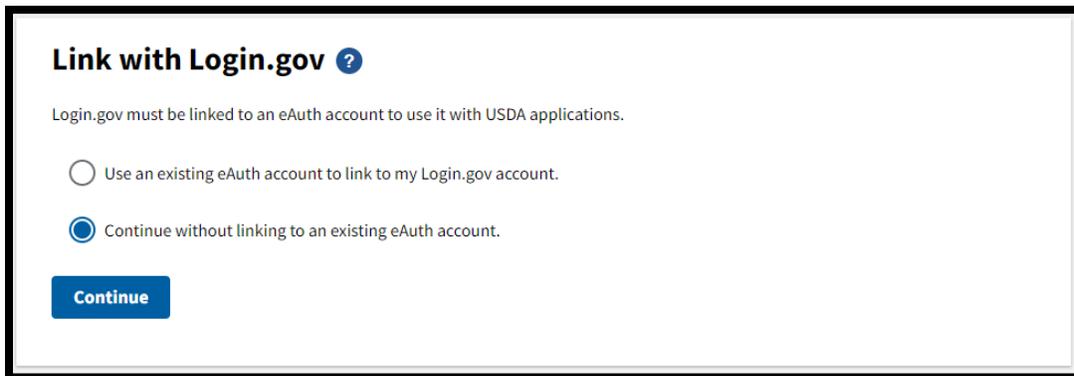

New users will now establish a USDA eAuthentication account. Click the second option, "Continue without linking to an existing eAuth account," and select **Continue**.
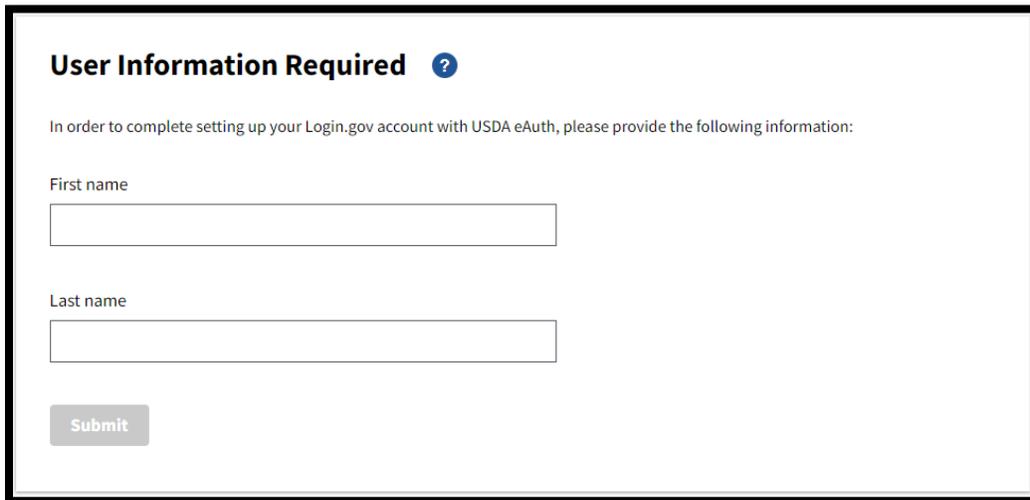
Enter your first and last name and **Submit**.

Your Login.gov account should now be active with USDA eAuthentication, and you are then taken to your new account information page.


After reviewing your Login.gov account information, proceed to the OID Integrity Database with your new Login.gov account so you can **Register for *INTEGRITY*** at https://organic.ams.usda.gov/integrity/UserManagement/RegisterNewAccount.

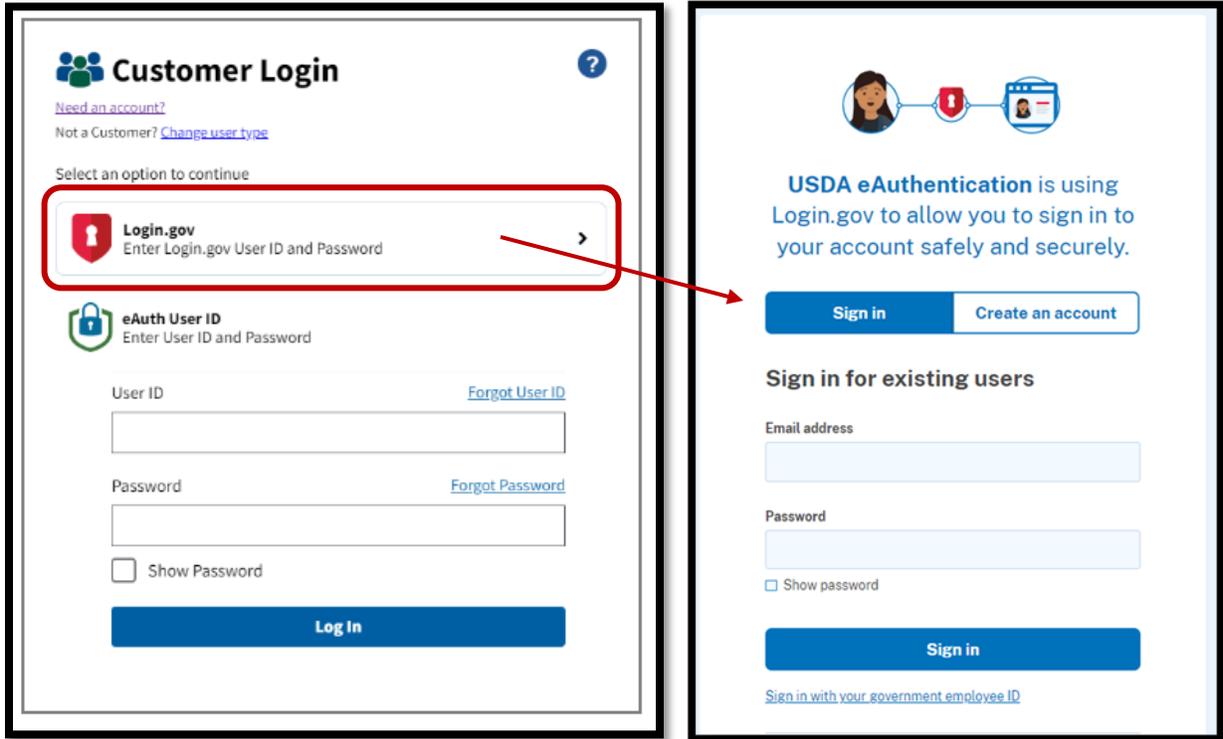## Step 2. Register for an *INTEGRITY* Account

To register for an INTEGRITY user account**,** select **Register for *INTEGRITY*** under the **Certifier Employees** section.
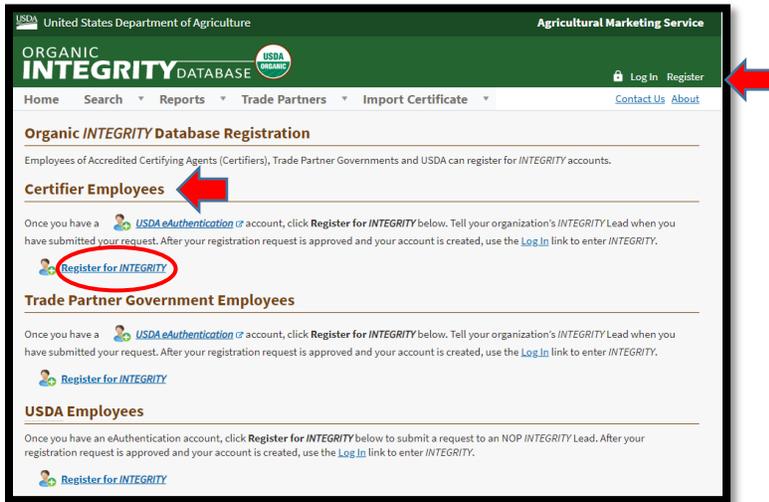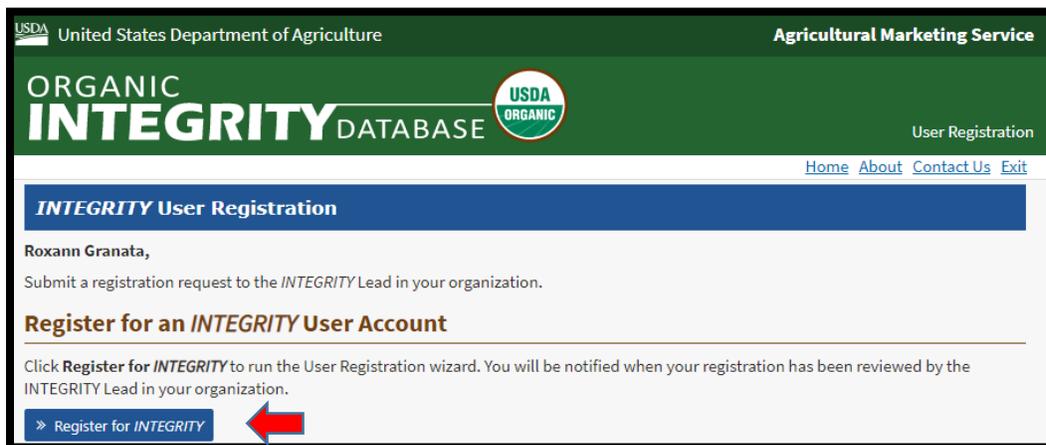

On the Login screen, choose "Customer."
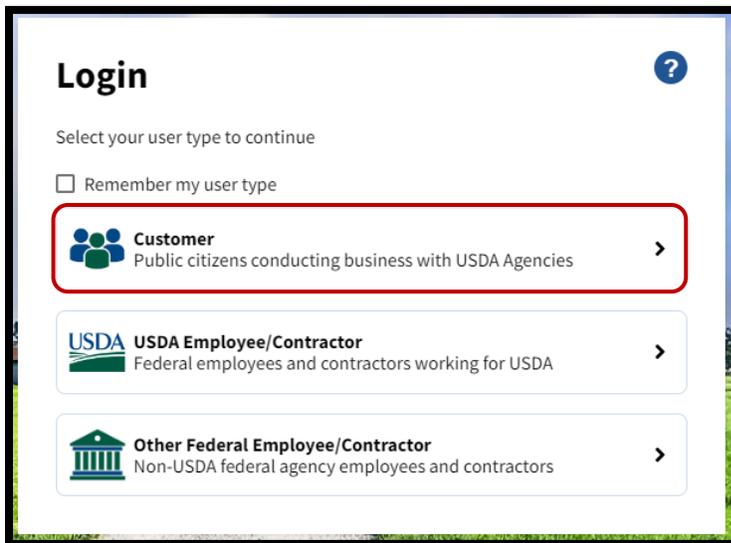
Select the **Login.gov** option and sign in with your new Login.gov email and password to move to the next step. **Do not use the USDA eAuthentication option.**

On the User Registration page, select **Register for *INTEGRITY*** to start the registration process.

Select **Next** to Continue.

Pick the **Certifier** option from the Account dropdown and select **Next**.

Pick your **Trade Partner Program** to which your organization is accredited under from the dropdown.

Find and Select your organization in the Certification Body list. Click **Next.**

Pick one of the User Roles from the dropdown menu and select **Next**.

Enter comments (optional) and Select **Next** to continue.

Review your information on the summary page, then select **Finish** to complete the request.

Upon submission of your request, you will receive a confirmation message.

NOTE: Once the registration is complete, notify your organization's *INTEGRITY Lead*, who will approve your registration request. Once approved, you will be able to log into *INTEGRITY*, using your Login.gov credentials.

If you need assistance with the registration process, please contact *INTEGRITY@usda.gov*.