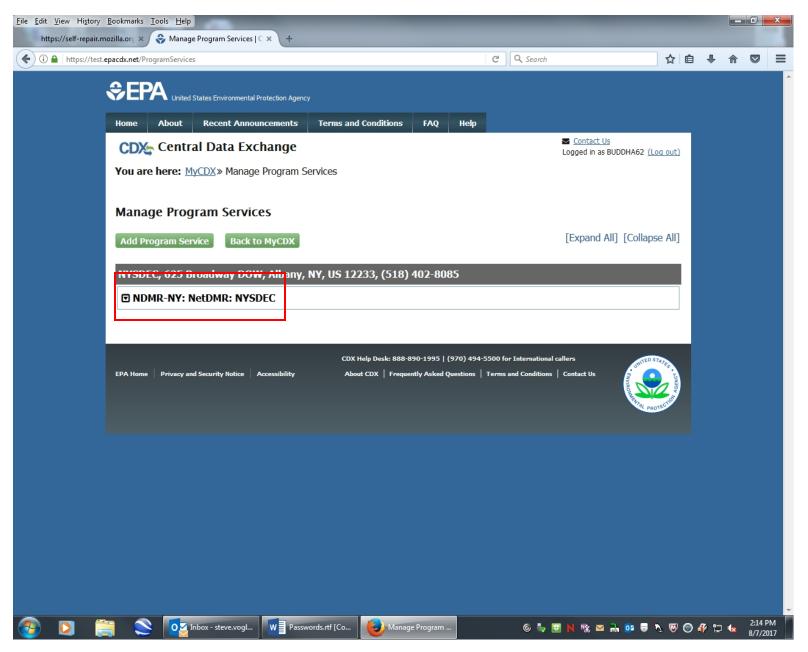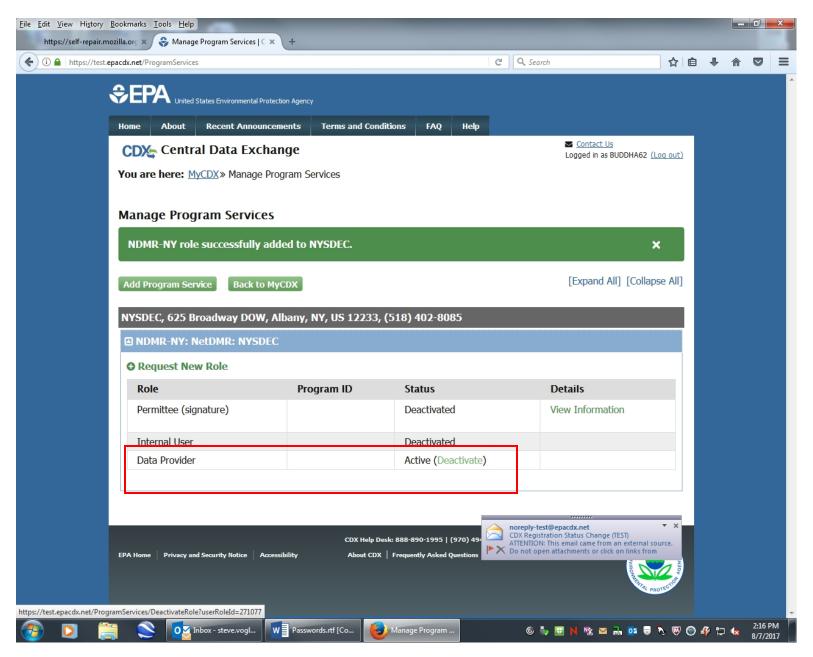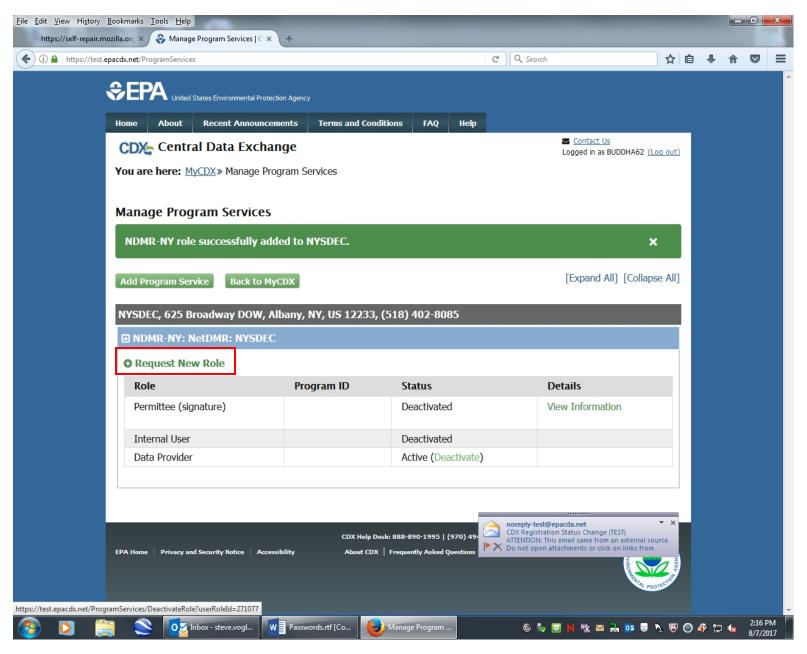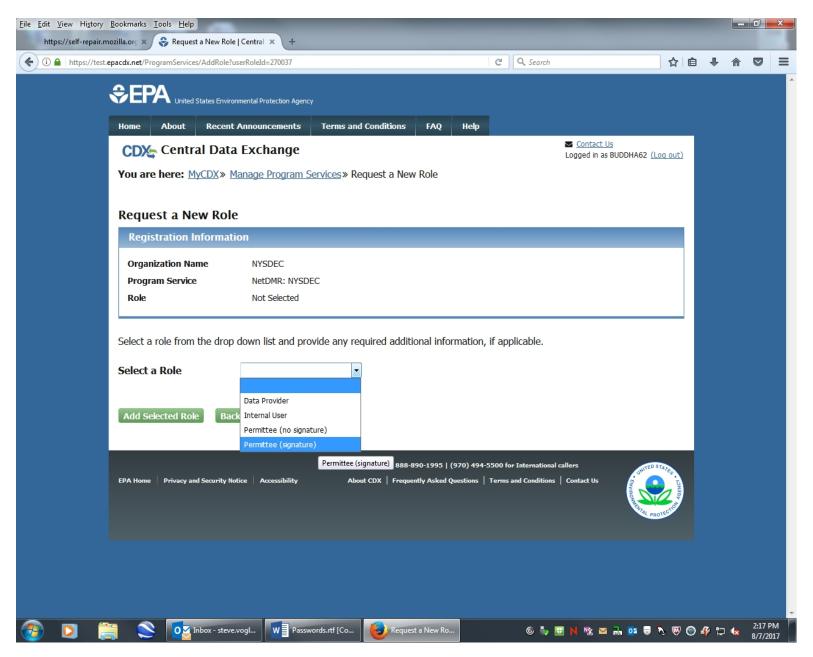Click on Manage Your Program Services.

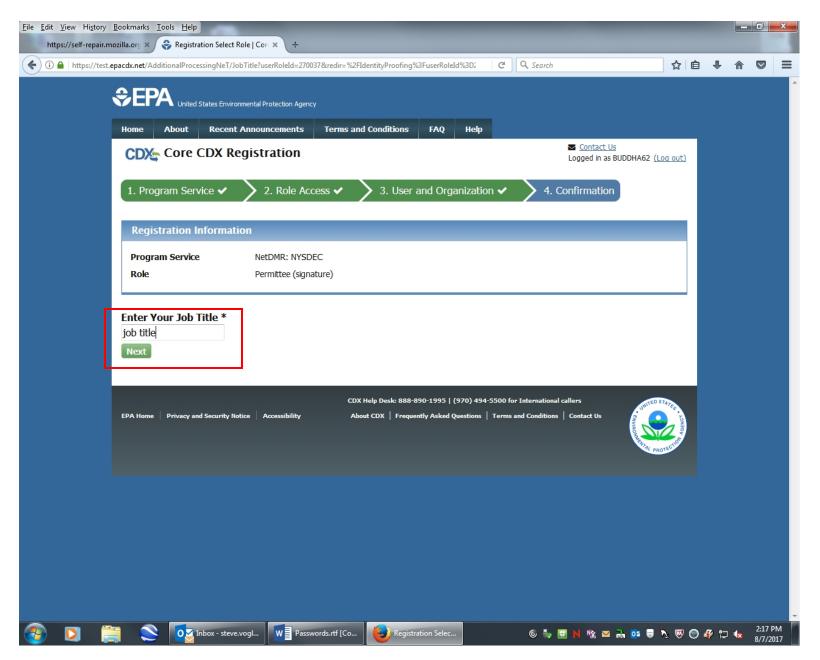Click on the drop down arrow for NDMR-NY:NetDMR:NYSDEC

Click on the Deactivate hyperlink for Data Provider Role. The Status will change to Deactiveted
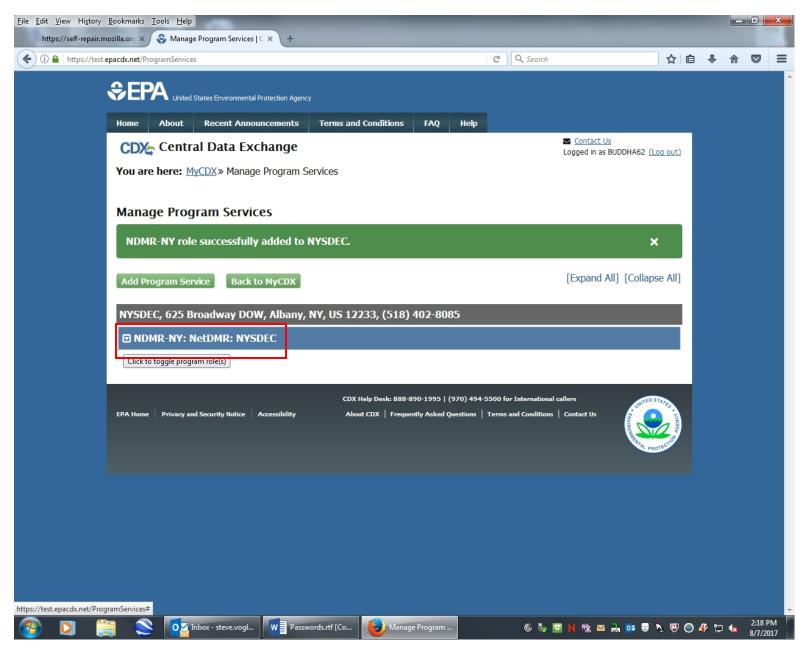
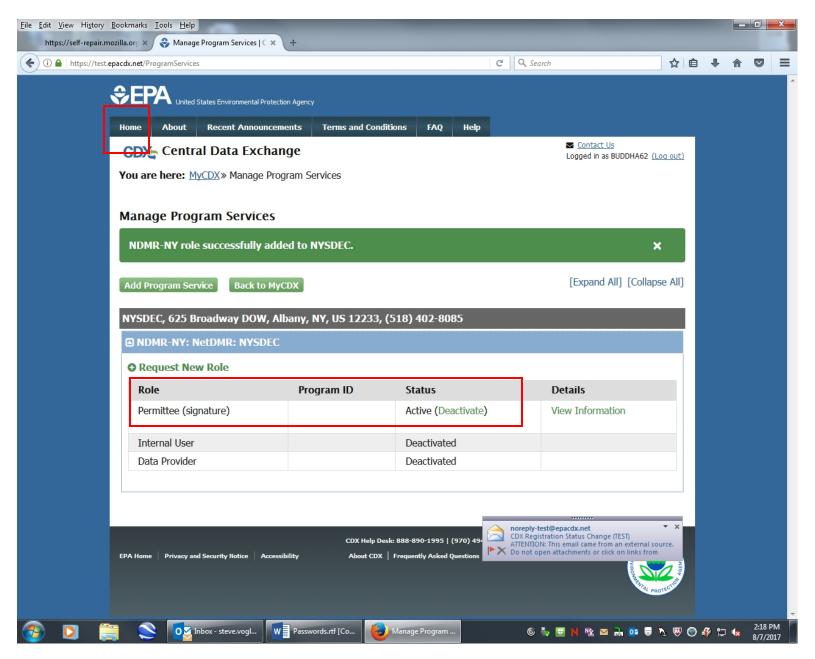To add Permittee signature role click on Request New Role Hyperlink.

Choose Permittee (signature) from the Select a Role dropdown.

Enter your job title and click next

Click the down arrow for NDMR-NY:NetDMR:NYSDEC to see the new role.

You will see your new role. Click on Home and proceed to NetDMR to create the NetDMR Subscriber Agreement.