

Claiming a Site with Bureau of Air

To access the KEIMS Home Page, open your internet browser and type in:

<https://keims.kdhe.ks.gov/nsuite/ncore/external/home>

Log into the site with your account.

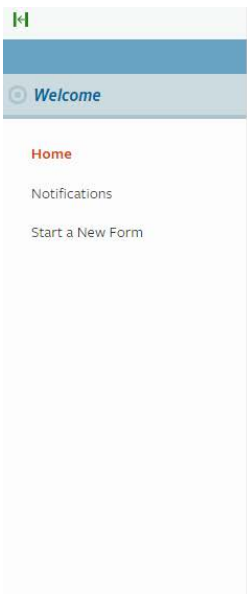
If you have a facility that has already been permitted **DO NOT** set up a new site. Follow the instructions below to claim your existing site.

If you have questions contact KEIMS support at KDHE.BOAKEIMS@ks.gov.

Note- Instructions in this document apply specifically to Bureau of Air sites.

1. Select

Add a Site



Getting Started

KEIMS is a one-stop portal for submitting regulatory, environmental applications and registrations, including permits, and many kinds of required or supporting documentation to the Kansas Department of Health and Environment (KDHE) Division of Environment (DOE).

If you received a letter with a verification code

Enter in the code you received to have your user account associated with the site, project or facility you represent.

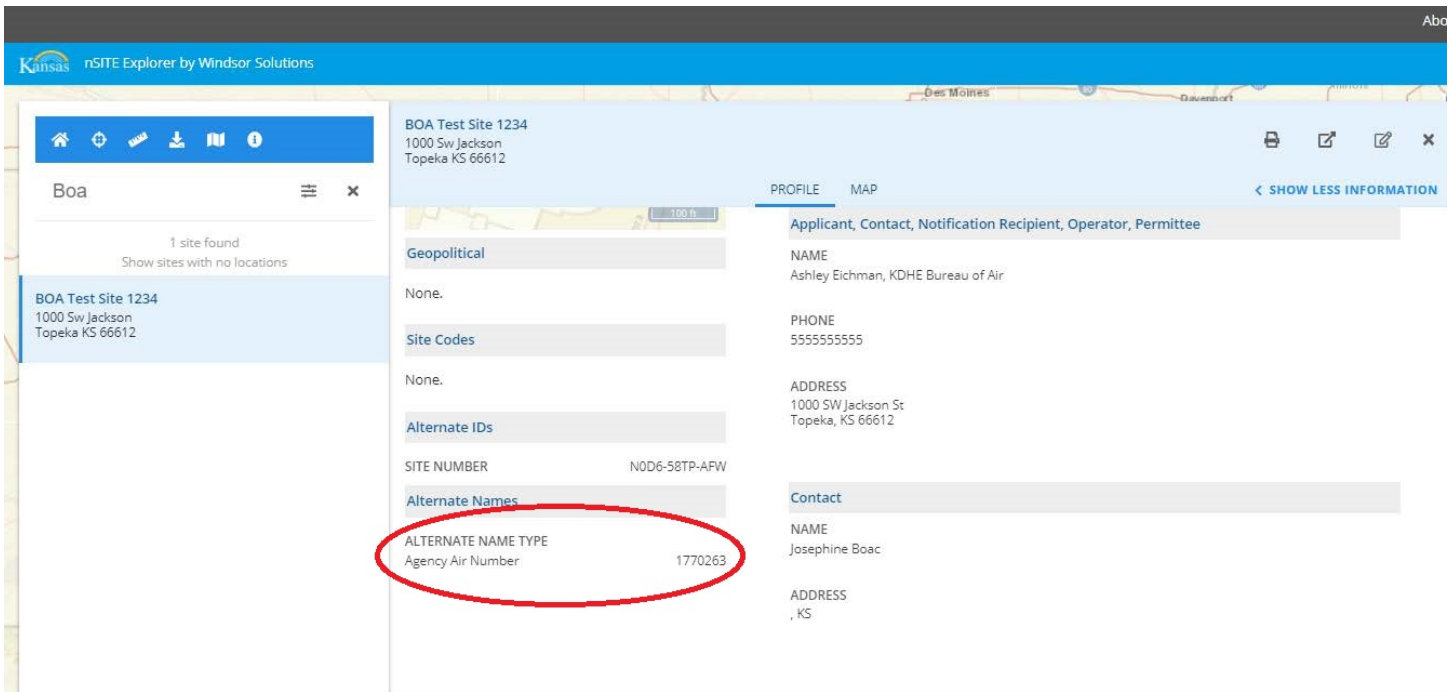
Enter Verification Code

Add a Site to your account

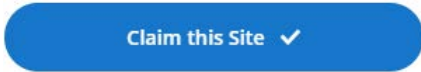
In order to get started, you'll need to link your account to a regulated business entity (a site, project or facility), or create one if it's not yet in the KEIMS system.

Add a Site

The Source ID number is listed as the Agency Air Number under Alternative Names.



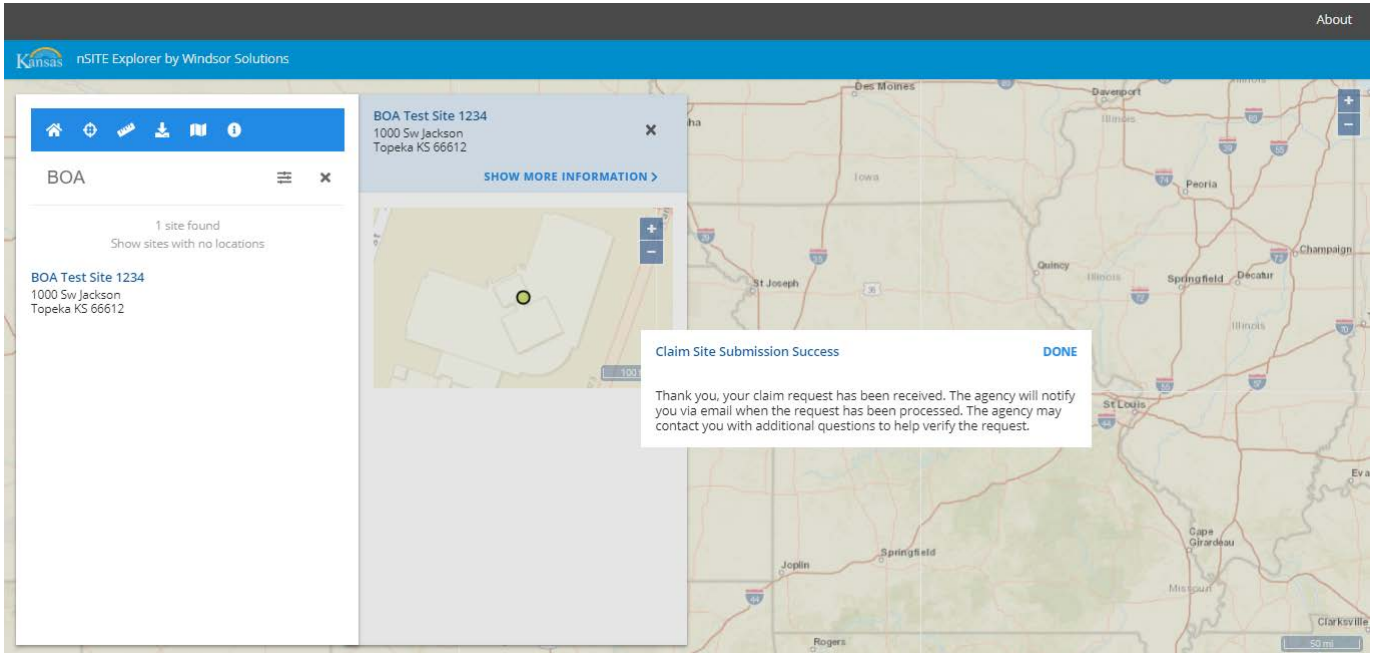
Once you have determined the correct site select



5. Type in requested information and 

You will need to select your Account role. Options are Administrator, Editor, and Viewer.

6. The access request will be reviewed and approved by BOA staff. A staff member may contact you if more information is required.



If you have an existing site and would like to add another site you will select **Add a Site** as shown below.

After selecting you can follow the instructions listed starting at Step 2 above to claim your existing site.

