

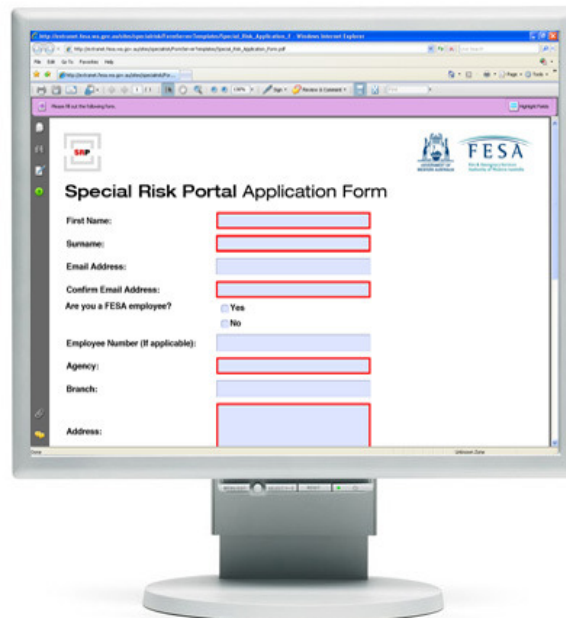


**Step 1** In your web browser, navigate to: <http://extranet.fesa.wa.gov.au/sites/specialrisk>  
Click on the **Complete and Application** link, as circled below:



Registration Link

**Step 2** The following form will appear on screen:  
*\*Fields outlined in red are mandatory*



**Special Risk Portal Application Form**

First Name:

Surname:

Email Address:

Confirm Email Address:

Are you a FESA employee?  
 Yes  
 No

Employee Number (if applicable):

Agency:

Branch:

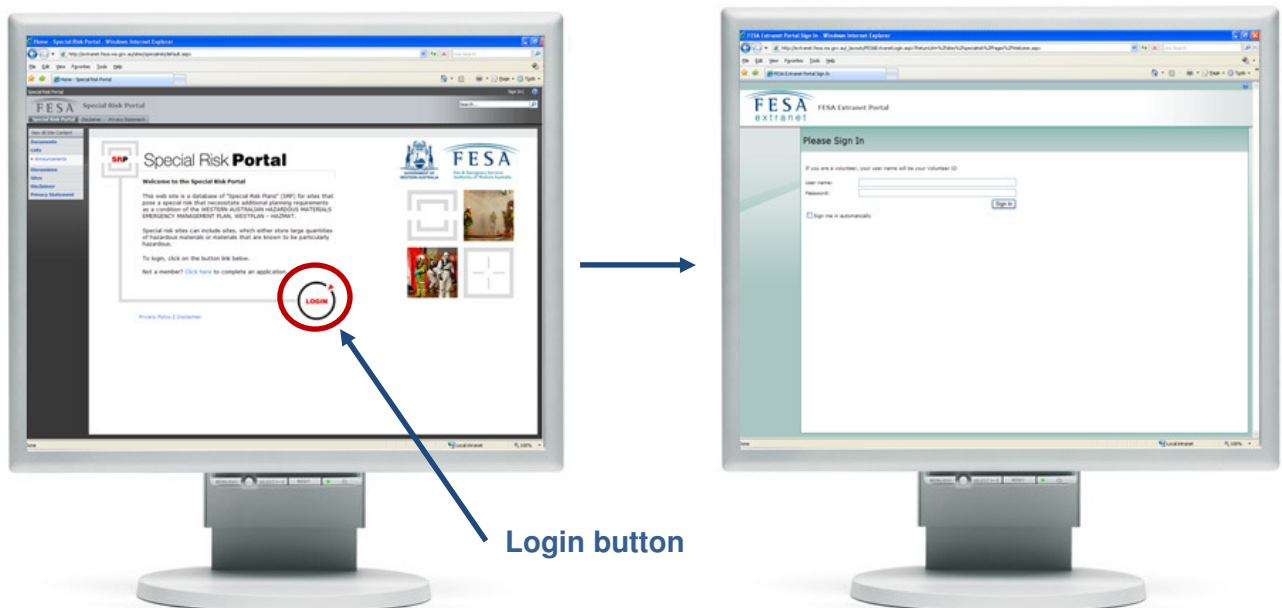
Address:

**Note:** To submit the form electronically, a default mail program such as Outlook Express will need to be installed on your computer. If you do not have a mail program configured, the form can be printed and submitted via fax. Details about faxing are located at the bottom of the form.

After pressing “Submit via email” (if completing the form electronically), your application will be sent to the Manager of the Special Risk Portal ([specialrisk@fesa.wa.gov.au](mailto:specialrisk@fesa.wa.gov.au)). If your application is approved it will be processed within 2-3 working days and you will receive a confirmation email containing a username and a password for logging on.

### Step 3

Once you have received your username and password, visit: <http://extranet.fesa.wa.gov.au/sites/specialrisk> and press the “login” button, as circled below:

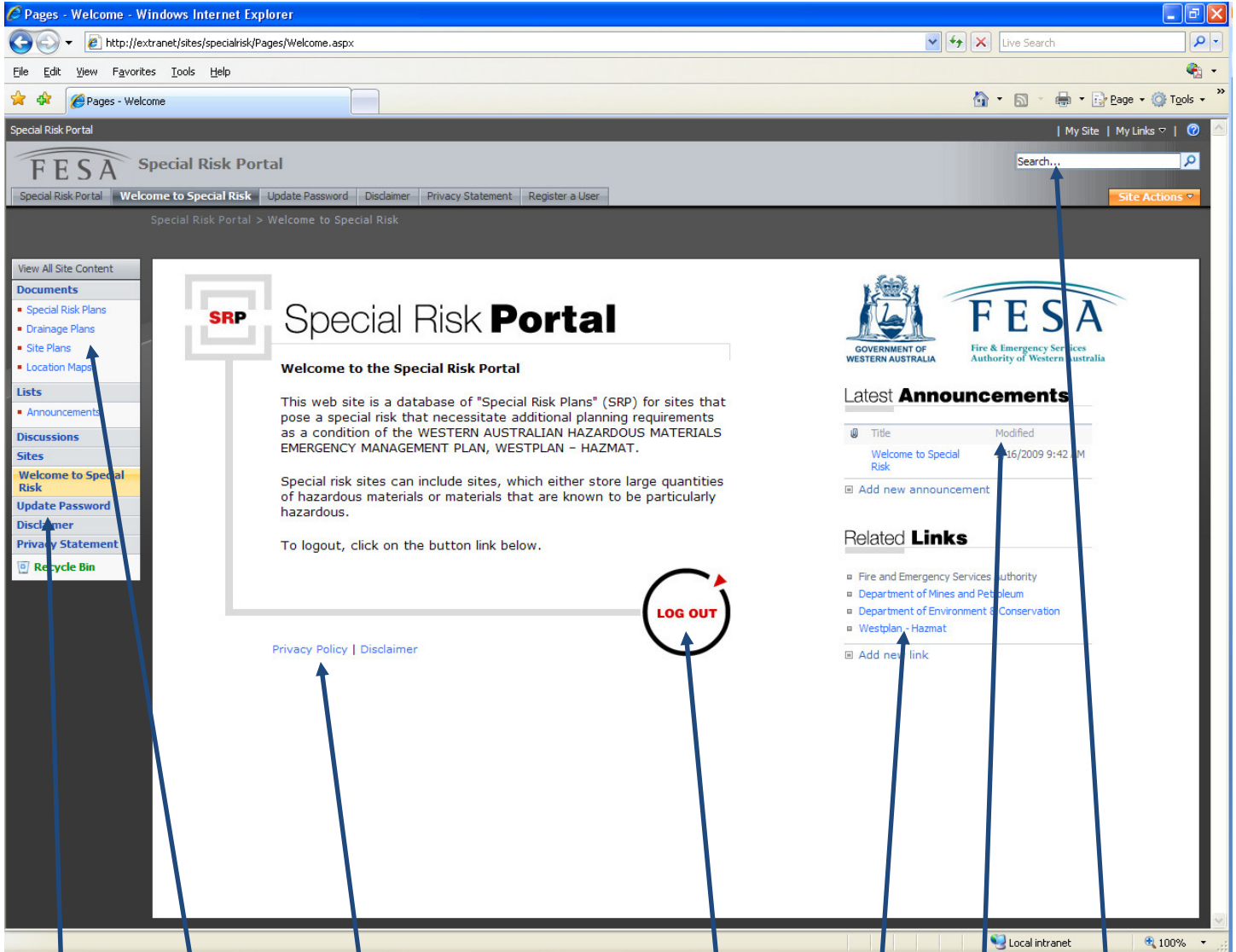


Clicking “Login” will take you to the screen shown on the right above, where your designated username and password can be entered to proceed to the members area.

### Step 4

You are now logged in.

A brief overview of the members area is available on the following page.



Update Password

Privacy Policy & Disclaimer

Logout Button

Related Links

Search for Special Risk information

Special Risk, Drainage and Site Plans, and Location Maps Links

Latest Announcements