

How to Register on ECOMP



**NEW OWCP CLAIM FILING SYSTEM
EMPLOYEES COMPENSATION OPERATIONS
AND MANAGEMENT PORTAL
(ECOMP)**

Introduction



To access the Employees Compensation Operations and Management Portal (ECOMP), go to

<https://www.ecomp.dol.gov/#>

On this site you will be able to manage the entire process from your Employee Dashboard.

To get to your Employee Dashboard click on the “Sign In/Register” on the ECOMP Home Page.

To Register see next slide.

Register for ECOMP



1. Input your Full Name, Home/Cell phone Number, your work/personal email address, and your SSN
2. Government Organization information is as follows
 1. Department : National Guard
 2. State: AZ
 3. Agency Group : Automatically Populates
 4. Agency :
 1. If you are paid by Army (Army National Guard – Title 32)
 2. If you are paid by Air (Air National Guard – Title 32)
 5. Immediate Supervisor's email address: EX. `firstname.middleinitial.lastname.mil@mail.mil` (Check Outlook or with Supervisor for accuracy)
3. Password : minimum of 8 characters containing 1 upper case letter, 1 lower case letter, 1 number, and 1 special character.
4. Security Questions: Choose 3 out of 17 questions
5. Click on “Create My ECOMP Account”

Register for ECOMP cont...



Once you have completed the 5 steps listed on the previous slide, you will receive an email from ECOMP request you to confirm your account registration. Click on the link provided in the email and complete the registration process.

Through the link a screen will open back to the ECOMP website displaying confirmation that you have created your account.

Click OK and you can sign into ECOMP using your email address and the password your created during the registration.

Employees Dashboard



Once you have logged into your ECOMP account using your email and password, you will be taken to a screen entitled “Employee Dashboard”.

Here you can file your OSHA 301, CA-1 and/or CA-2 for injury and occupational illness notifications. Receive your claim/case number for the claims you have submitted for using this system.

You can also file CA-7s for compensation requests for lost wages, leave buy back, and scheduled awards due to the injury after a claim/case number for your CA-1/CA-2 has been received.

Questions



If you have any issues or question regarding registering onto the ECOMP System, please contact the below personnel...

Injury Compensation Program Administrator

Ms. Samantha Tellez

COM 602-629-4818 DSN 853-4818

samantha.l.tellez.mil@mail.mil

National Guard Bureau OWCP Liaison

Mr. Berton Pennell

COM 720-250-1434

berton.p.pennell.civ@mail.mil