DEFENSE LOGISTICS AGENCY

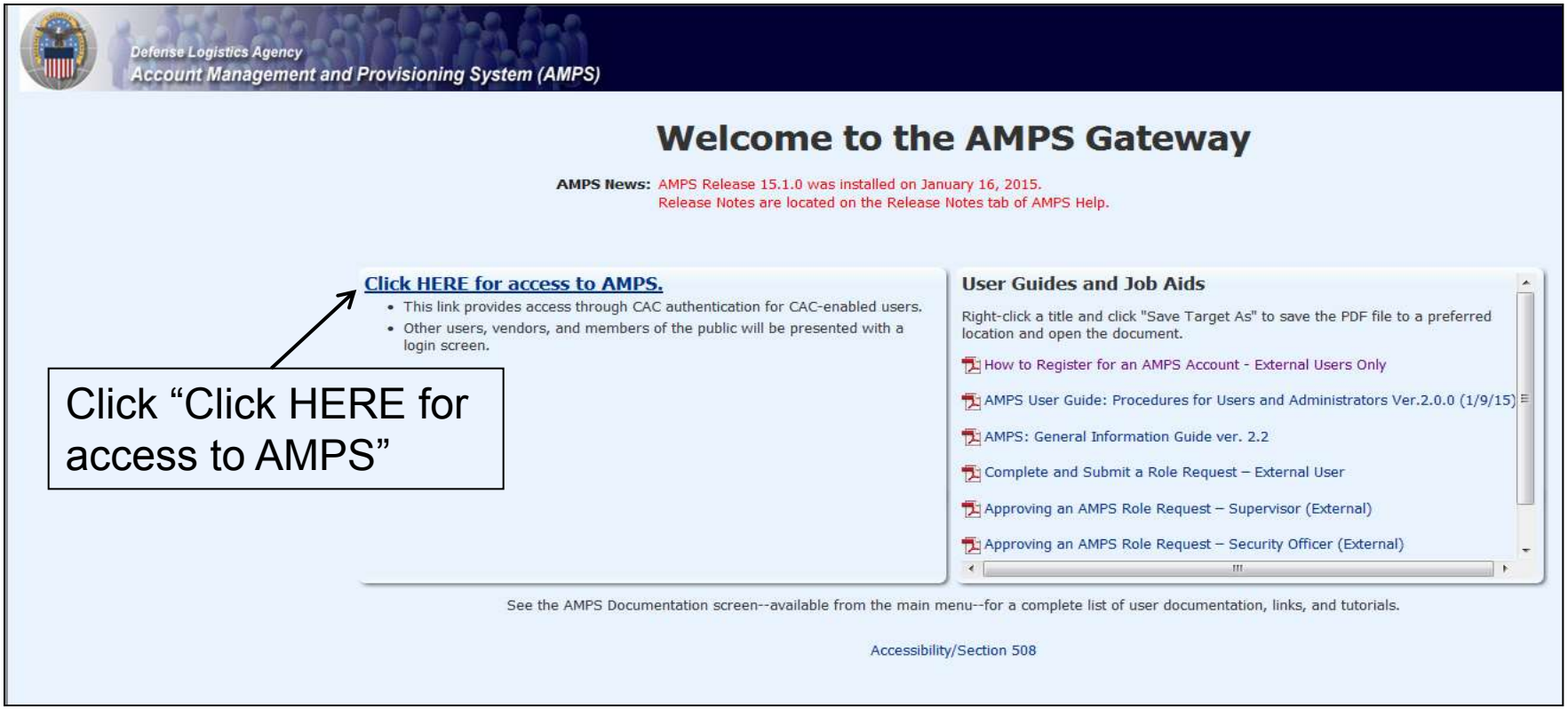
AMERICA'S COMBAT SUPPORT LOGISTICS AGENCY

How to Enroll
In AMPs

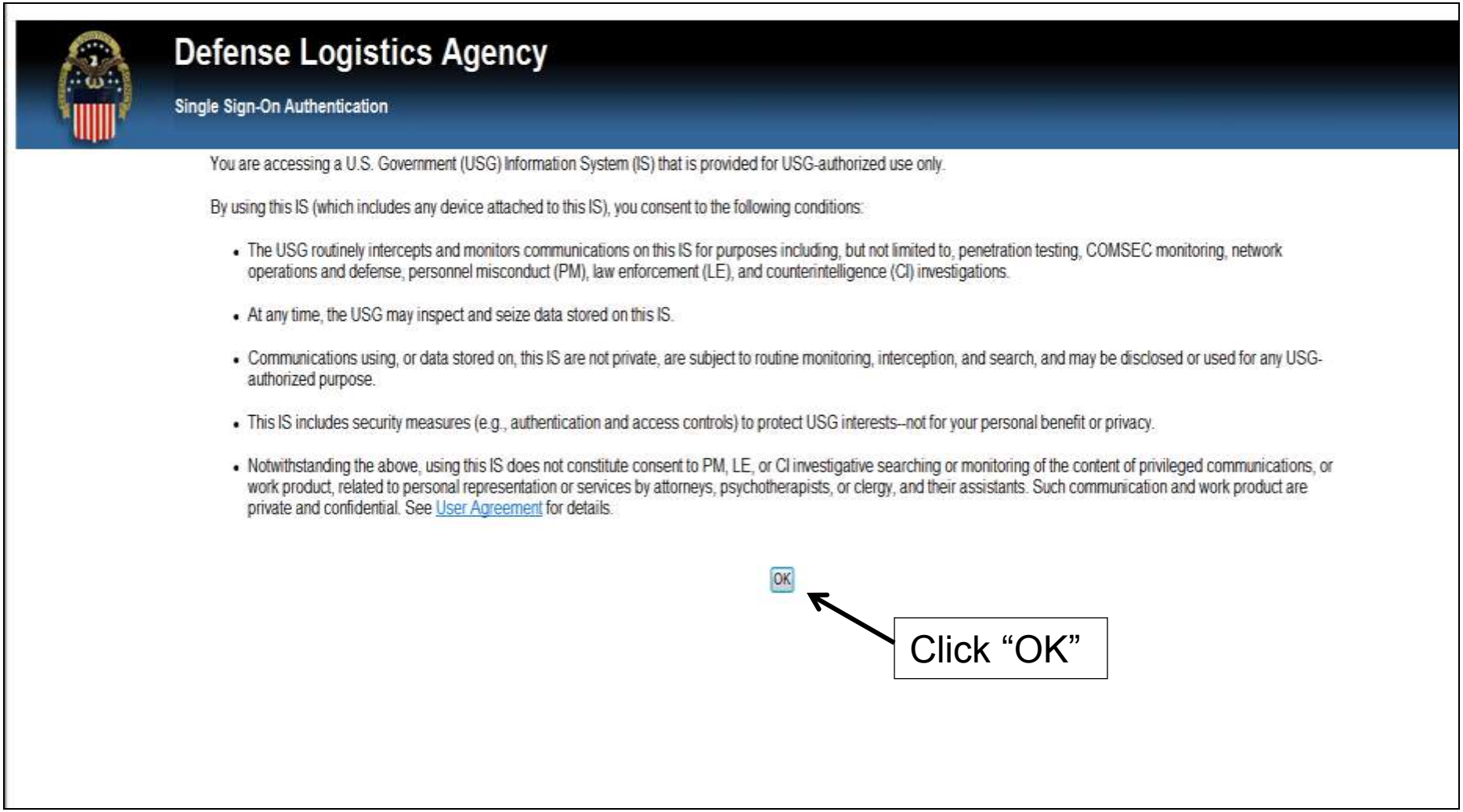
AMPs Website

https://amps.dla.mil/oim

- If you have any questions while completing this guide please call LESO at 1-800-532-9946 or the AMPs helpdesk at 1-855-352-0001 option number 2.



AMPs Website



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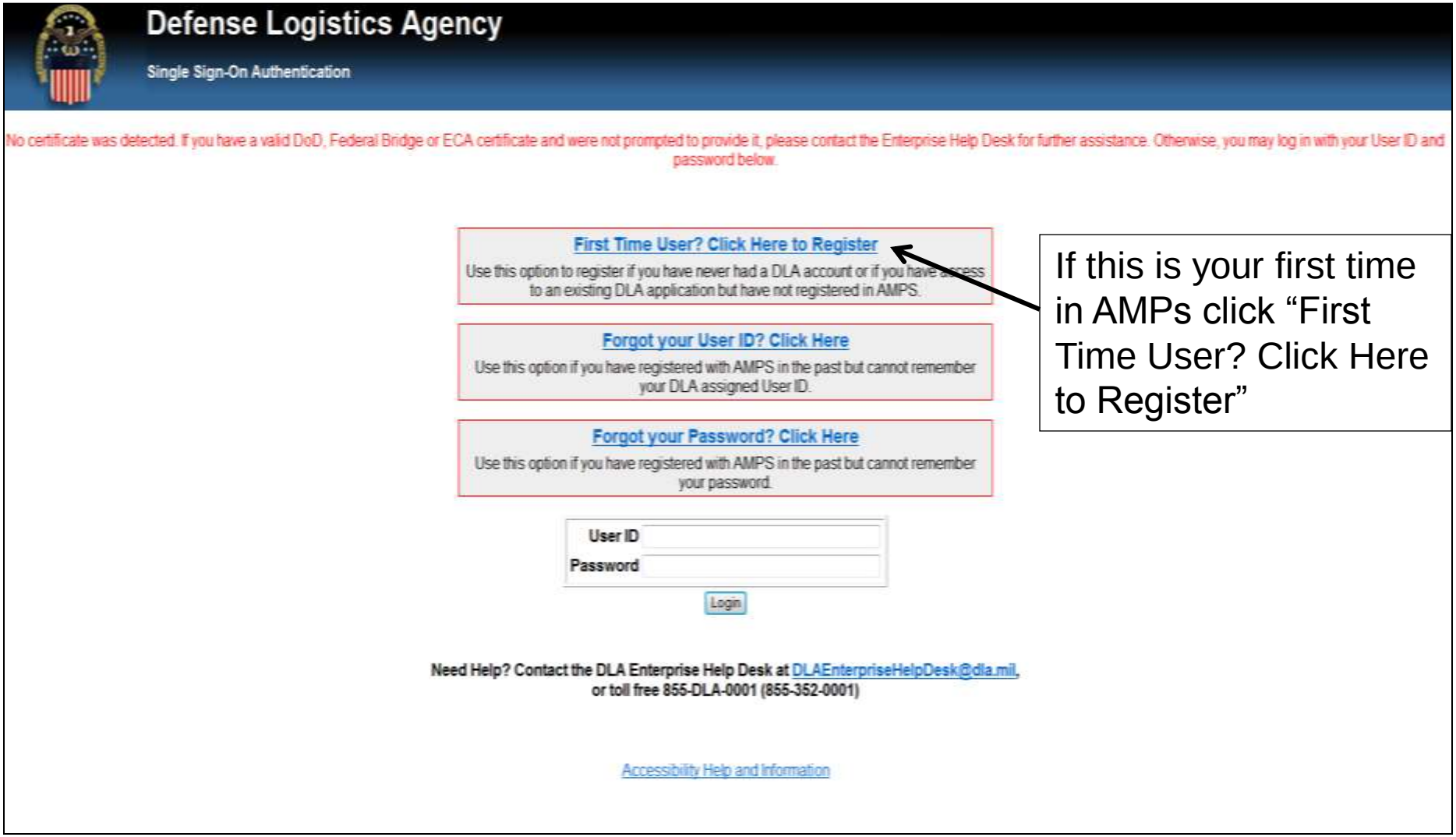


If this is your first time in AMPs click “First Time User? Click Here to Register”

AMPs Website

AMPS User Registration

If you have a CAC or PIV Card: AMPS supports certificate based authentication using Common Access Cards (CAC) issued by DoD or Personal Identity Verification Cards (PIV) issued by supported External Certificate Authority (ECA) and Federal Bridge Certificate Authority (FBCA) vendors. You must have your CAC or PIV card inserted in your computer during registration if you want to login using your CAC or PIV card. This will allow you to login without a username and password.

Attention DLA Employees or Contractors: This process is for Non-DLA users only. If you are a DLA employee or Contractor DO NOT continue with this registration. Your account in AMPS should have automatically been created when you joined DLA. If you reached the AMPS login screen it means that there is a problem with your DLA account or the computer that you are using to access AMPS. Ensure that you are accessing AMPS from the DLA network with your CAC. If the problem persists, contact the Help Desk at the number listed below.

Select Your User Type:

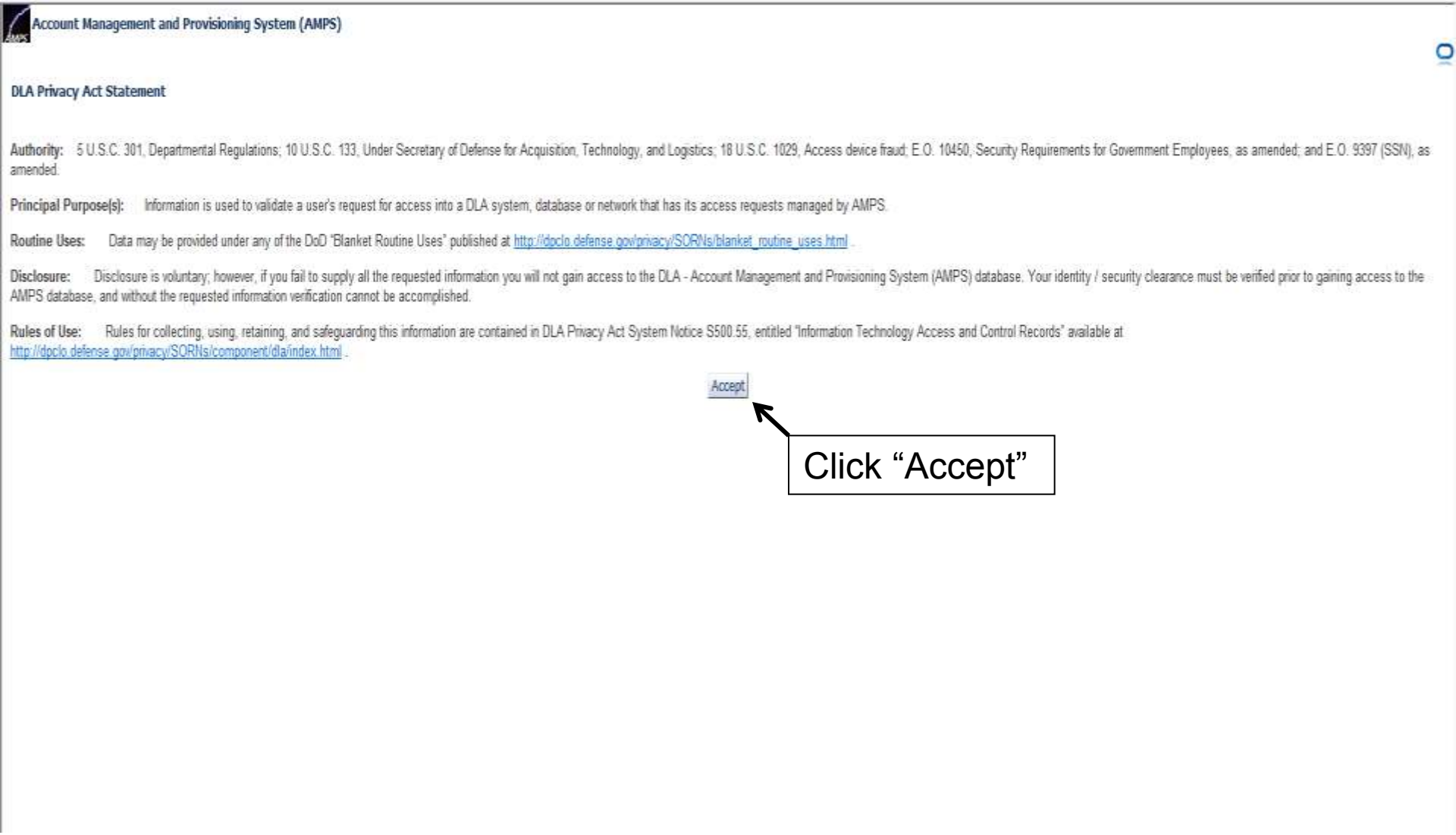
User Type	
Federal Agency User/Contractor	Sel… con… abo… Fo… …oD
Supplier/Vendor	Clic… …ntity (CAGE) code. A Supplier/Vendor is a person that works for a company or corporation that supplies items/parts to DLA. Supplier/Vendors are subject to a less stringent approval process.
Public	Click this button if you are a user desiring to register for an account with DLA to gain access to DLA applications available to the general public. You will be required to provide a few facts about you and your organization to register and request access to DLA applications.

Click “Public” user type. Even if you are a federal agency you will still click Public. If you click Federal Agency it will cause problems with your access.

Please contact the Enterprise Help Desk at 855.352.0001 or DLAEnterpriseHelpDesk@dla.mil if you have any questions concerning the use of this System.

Cancel

AMPs Website



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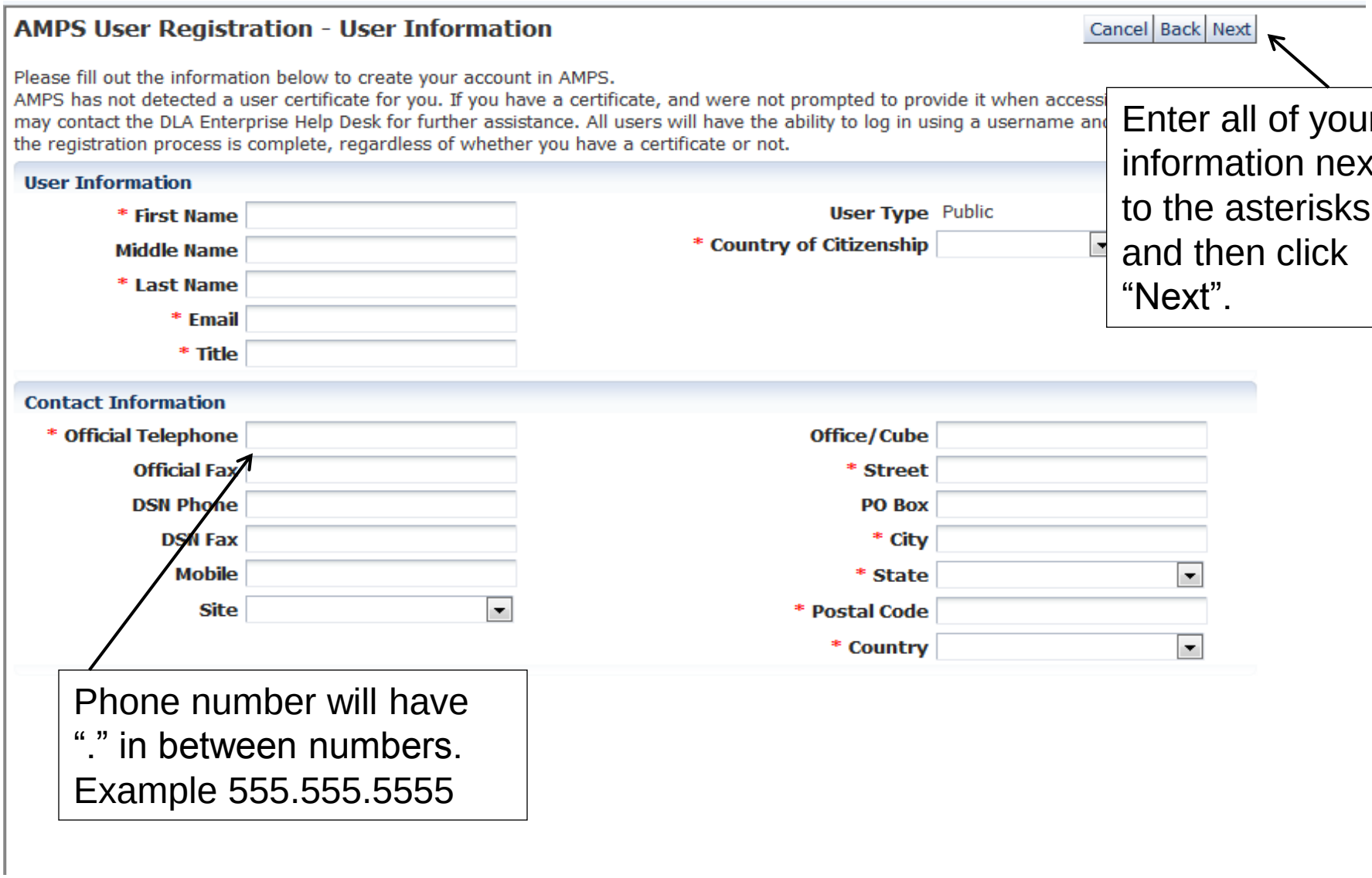
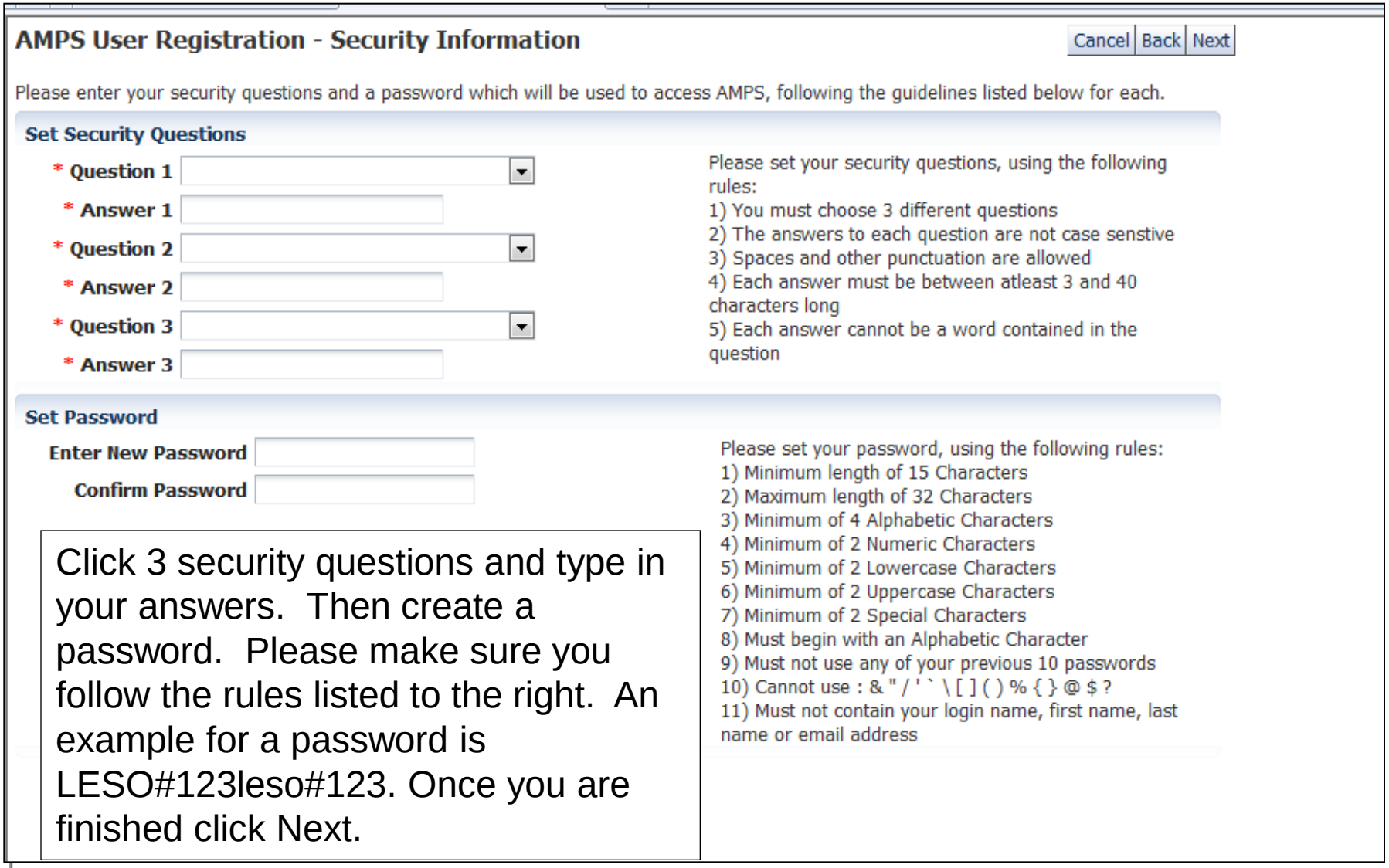


Enter all of your information next to the asterisks and then click “Next”.

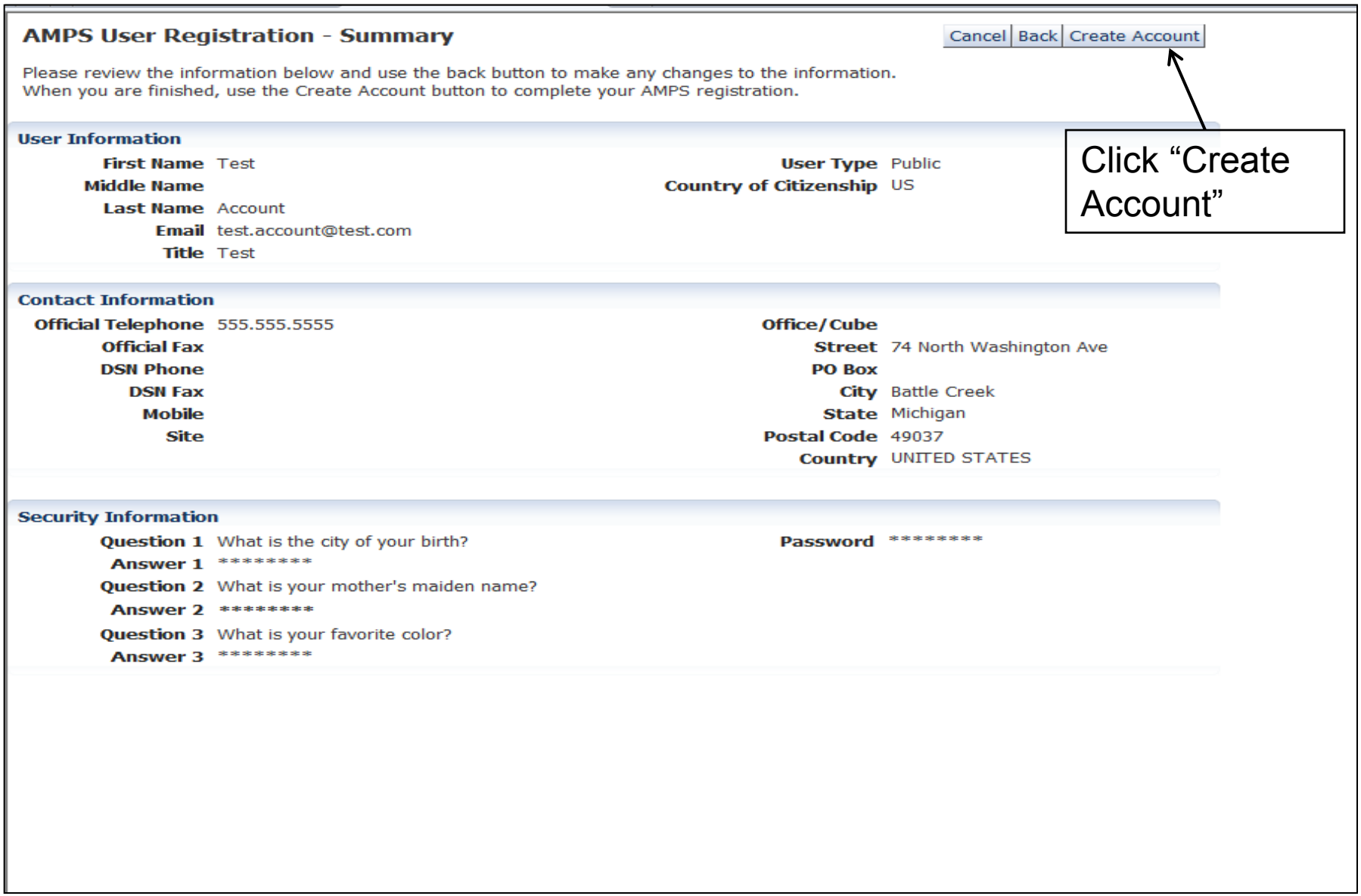
Phone number will have “.” in between numbers. Example 555.555.5555

AMPs Website



Click 3 security questions and type in your answers. Then create a password. Please make sure you follow the rules listed to the right. An example for a password is LESO#123leso#123. Once you are finished click Next.

AMPs Website



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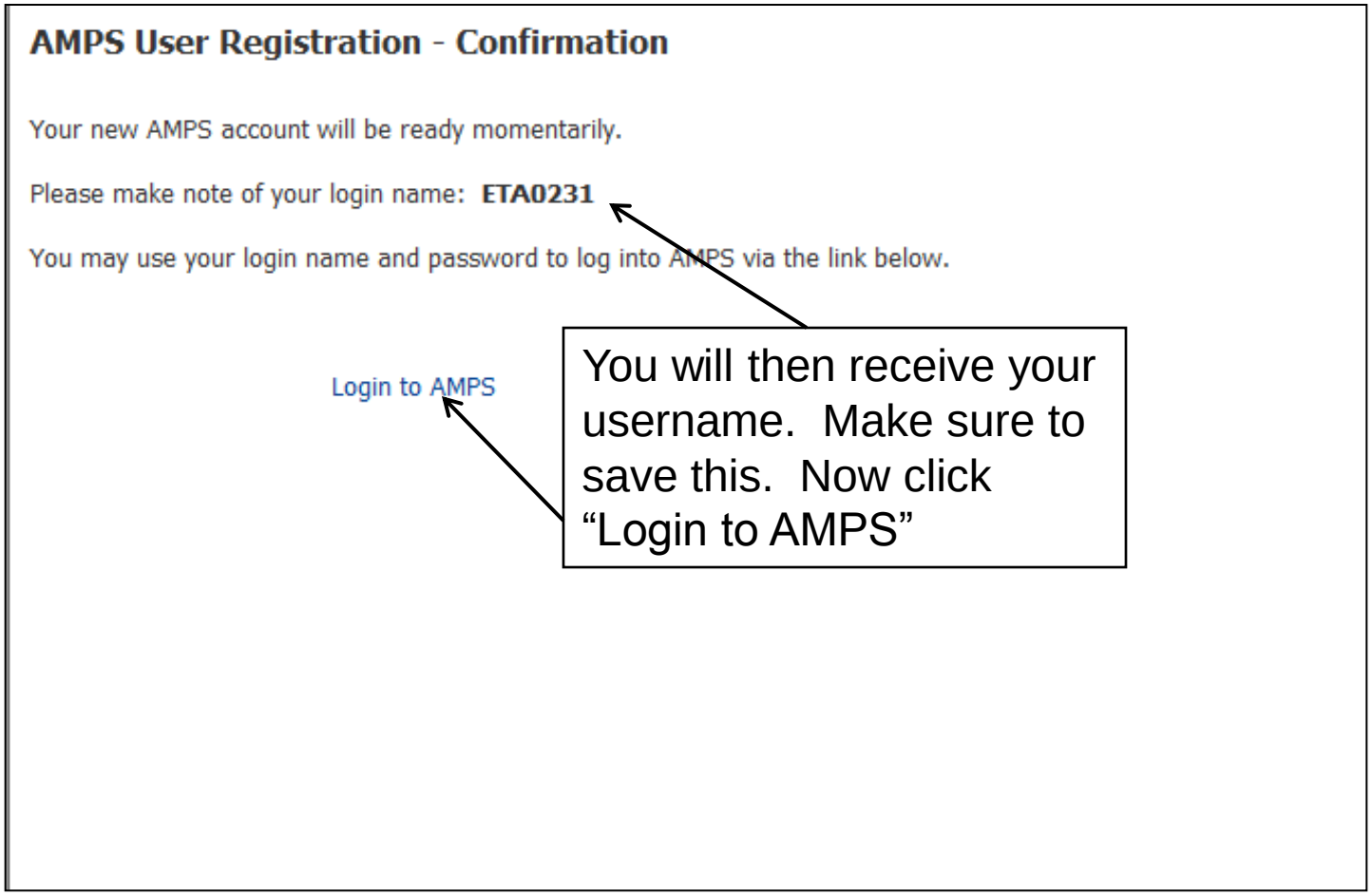
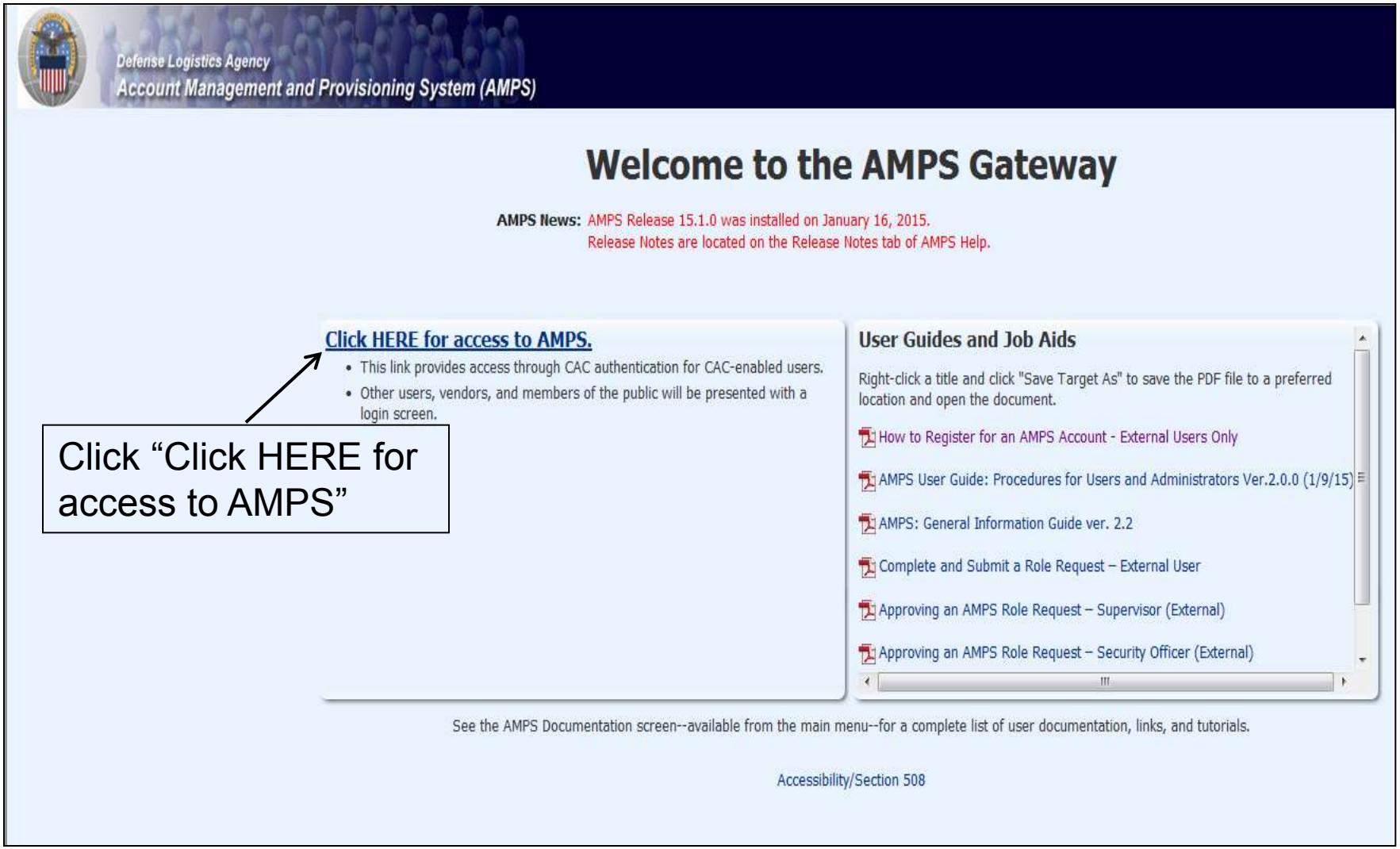


AMPS User Organization Issue

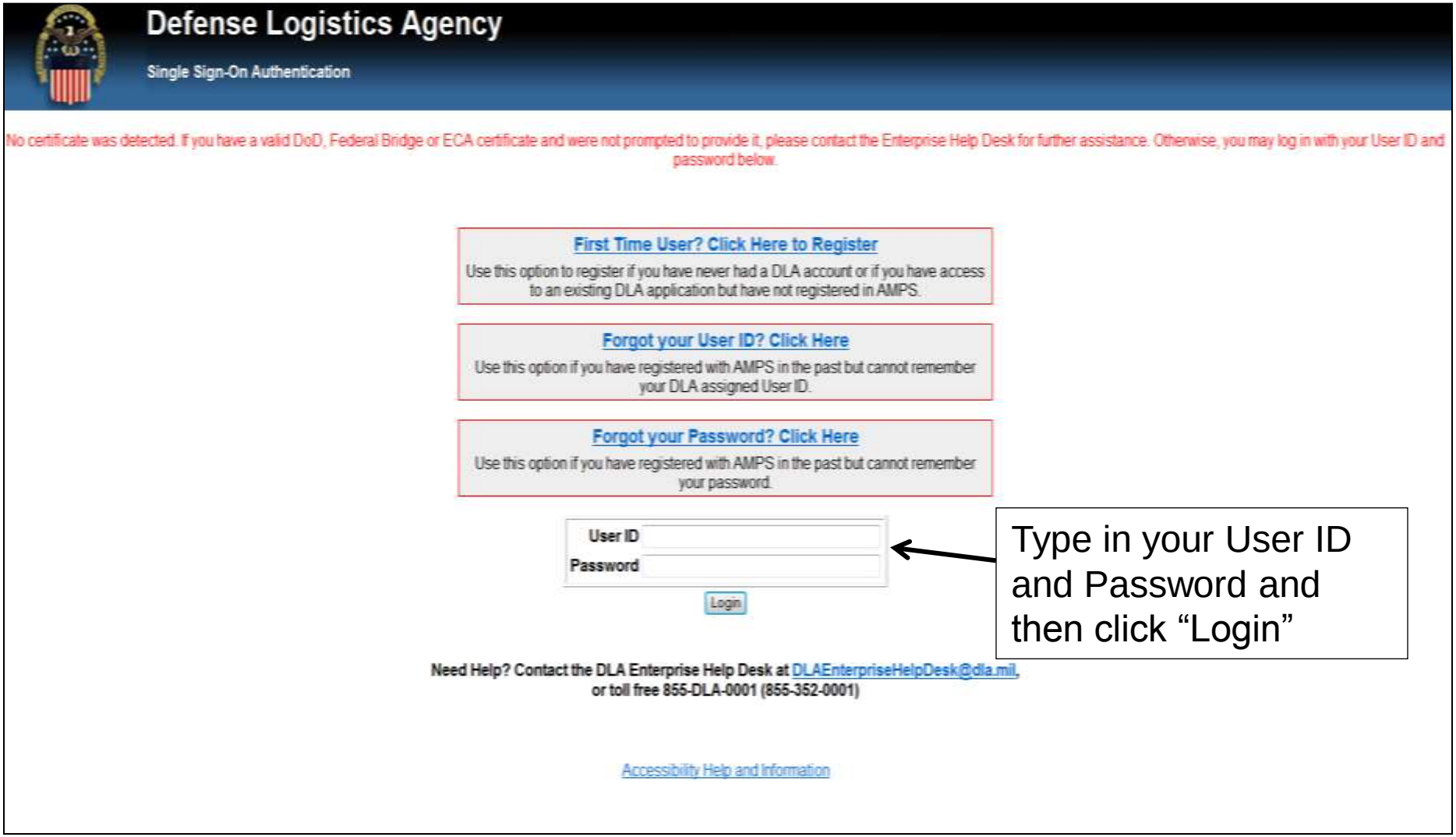
- Once a user has created their account in AMPS, they now need to request the one required Role to gain access to the RTD Web System
- There is currently an issue within AMPS that automatically generates the user's Organization as "DLA", as opposed to the "DLA External" that is required
- AMPS will automatically correct this issue, but it will take time…we have seen it happen the same afternoon, while most users have had to wait overnight
- If the user's account is not corrected by the following day, please contact the **AMPS Help Desk at 855-352-0001**

AMPs Website



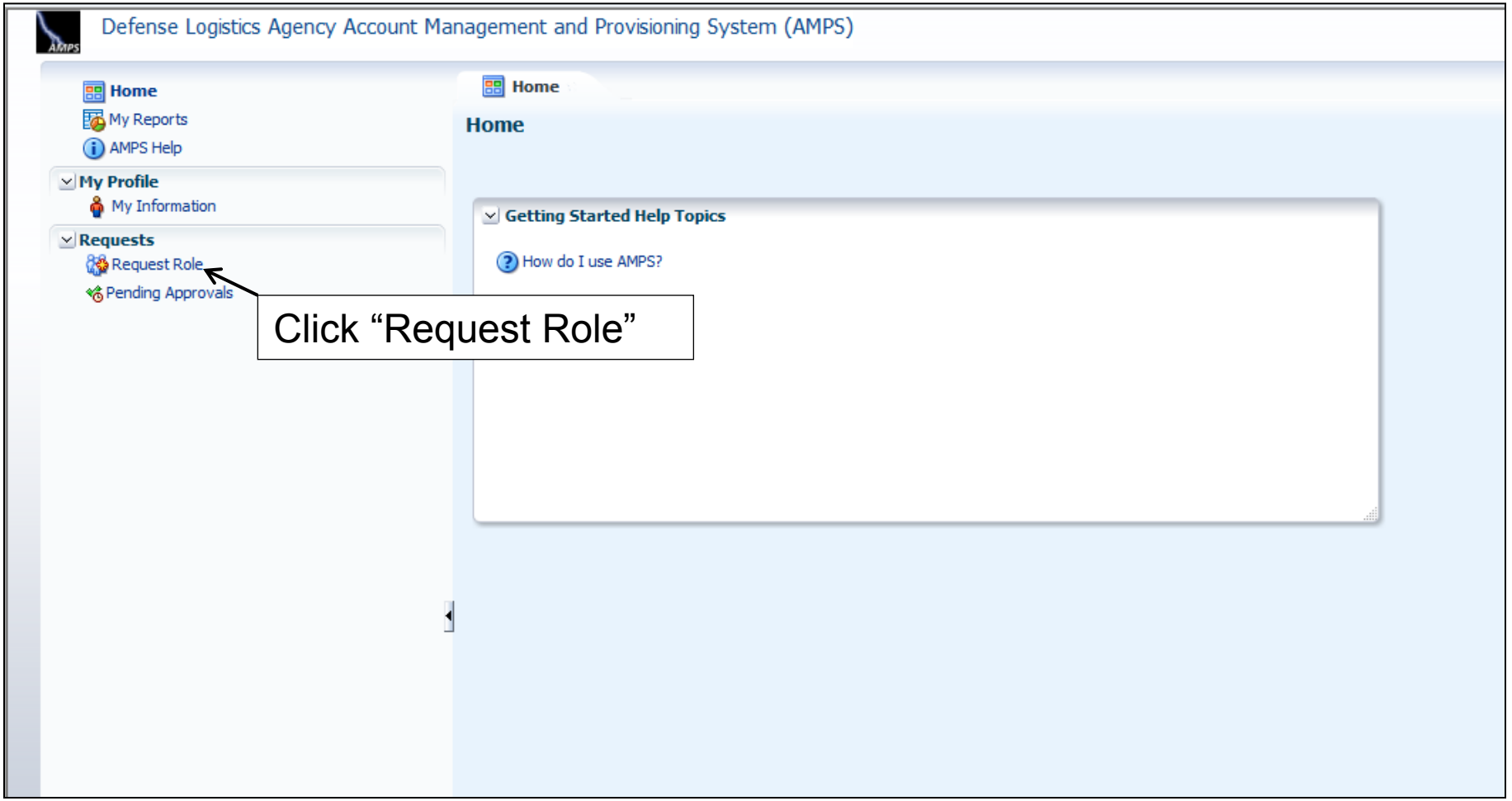
Click “Click HERE for access to AMPS”

AMPs Website



Type in your User ID and Password and then click “Login”

Requesting Roles



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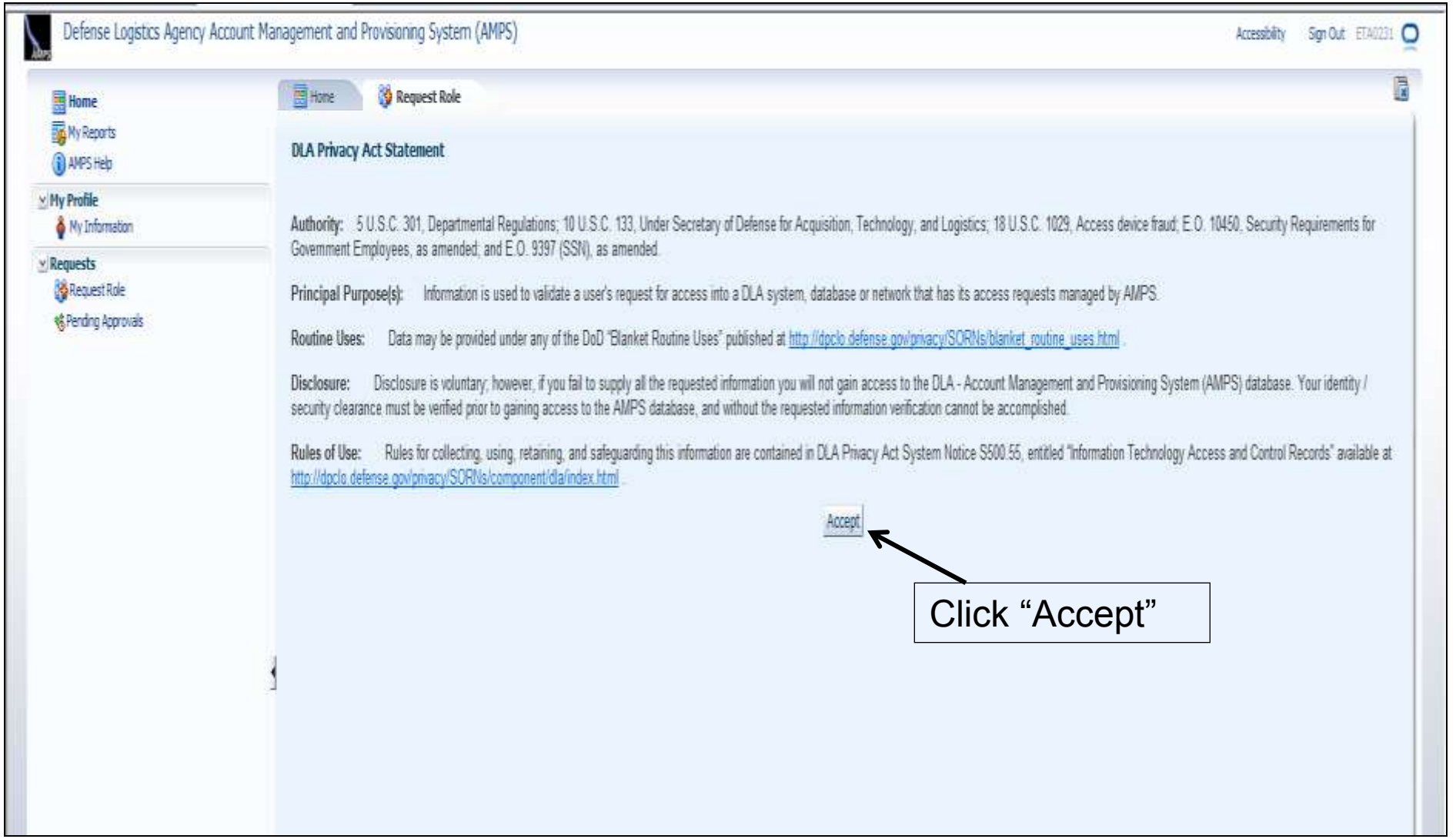

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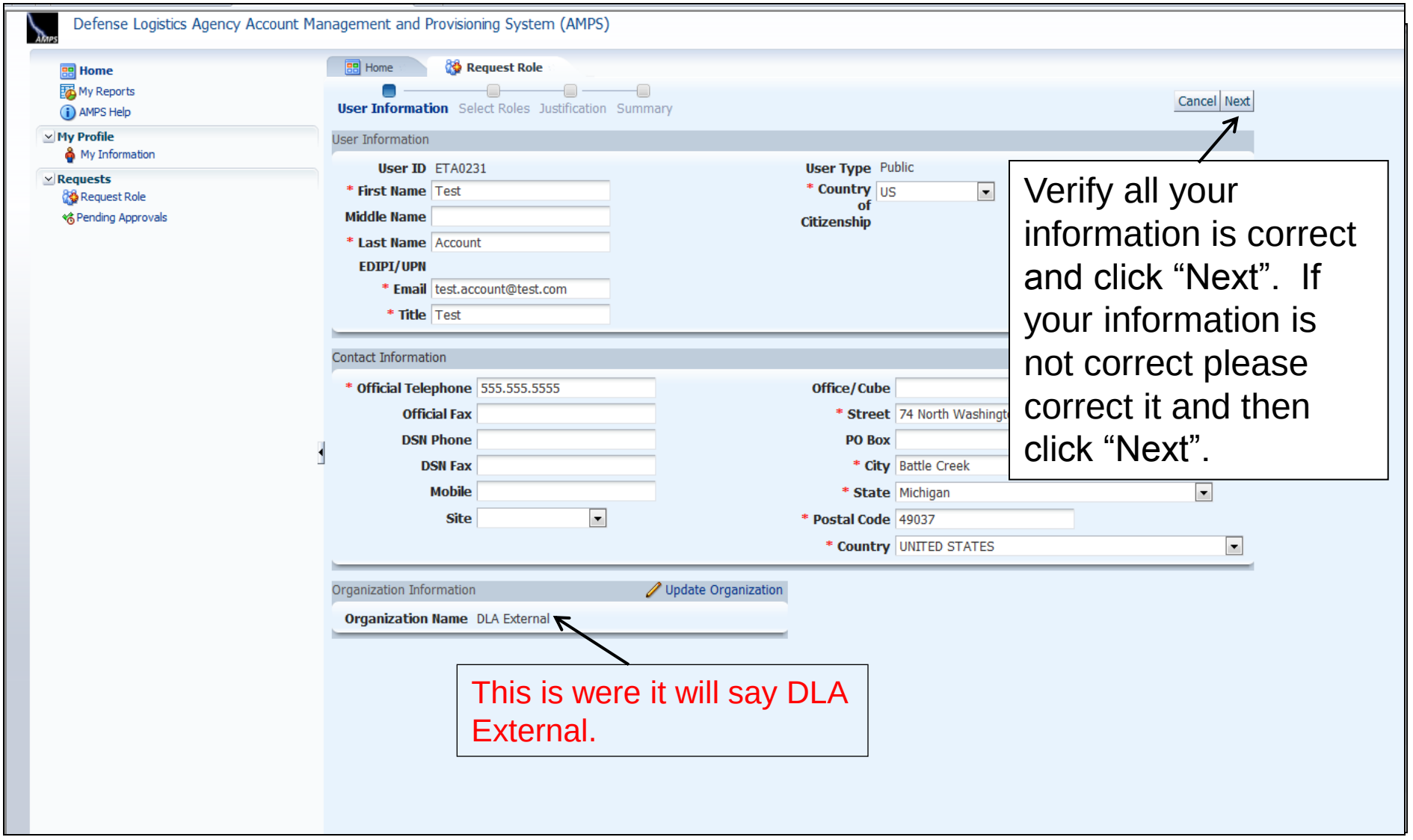

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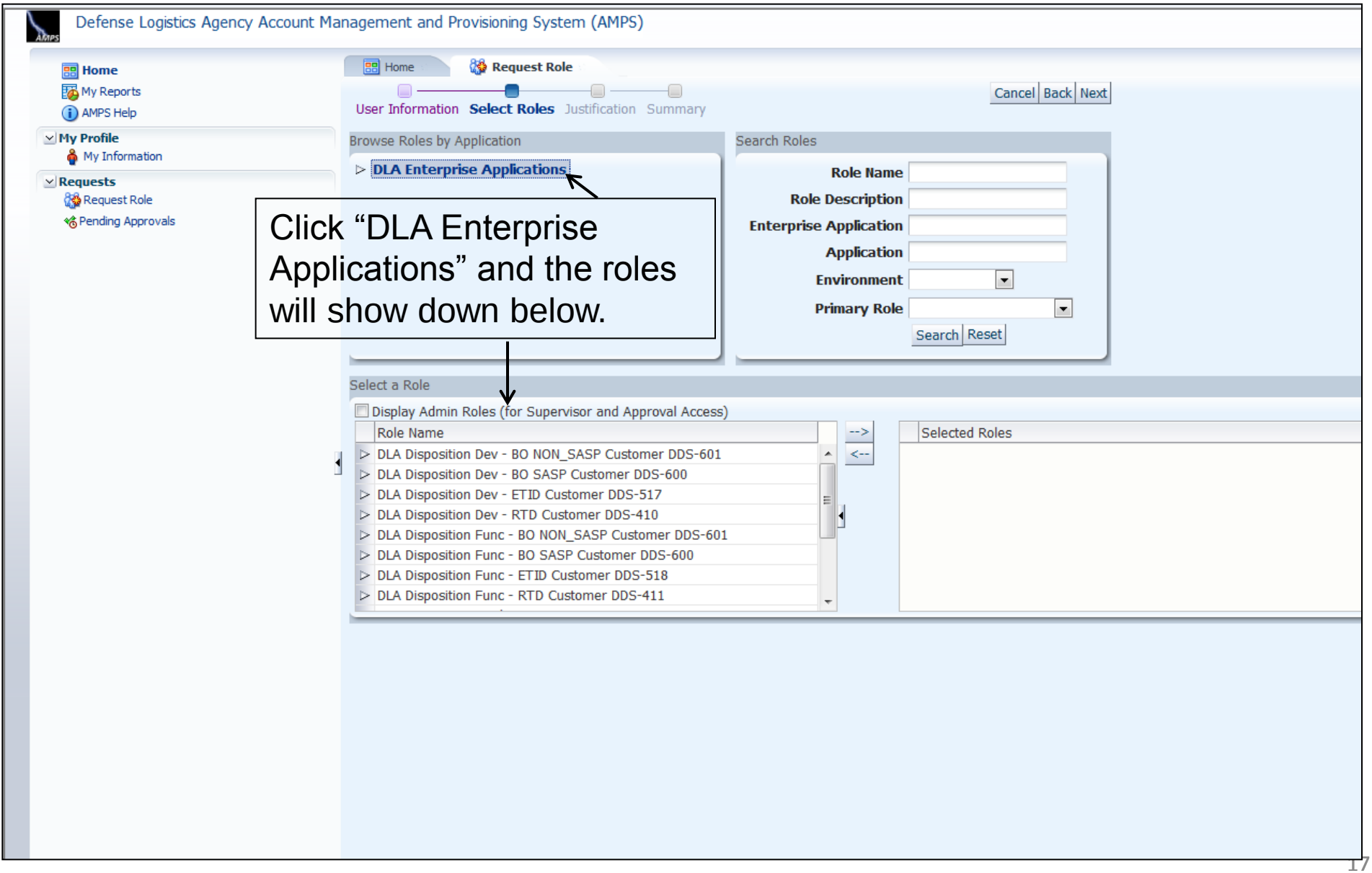

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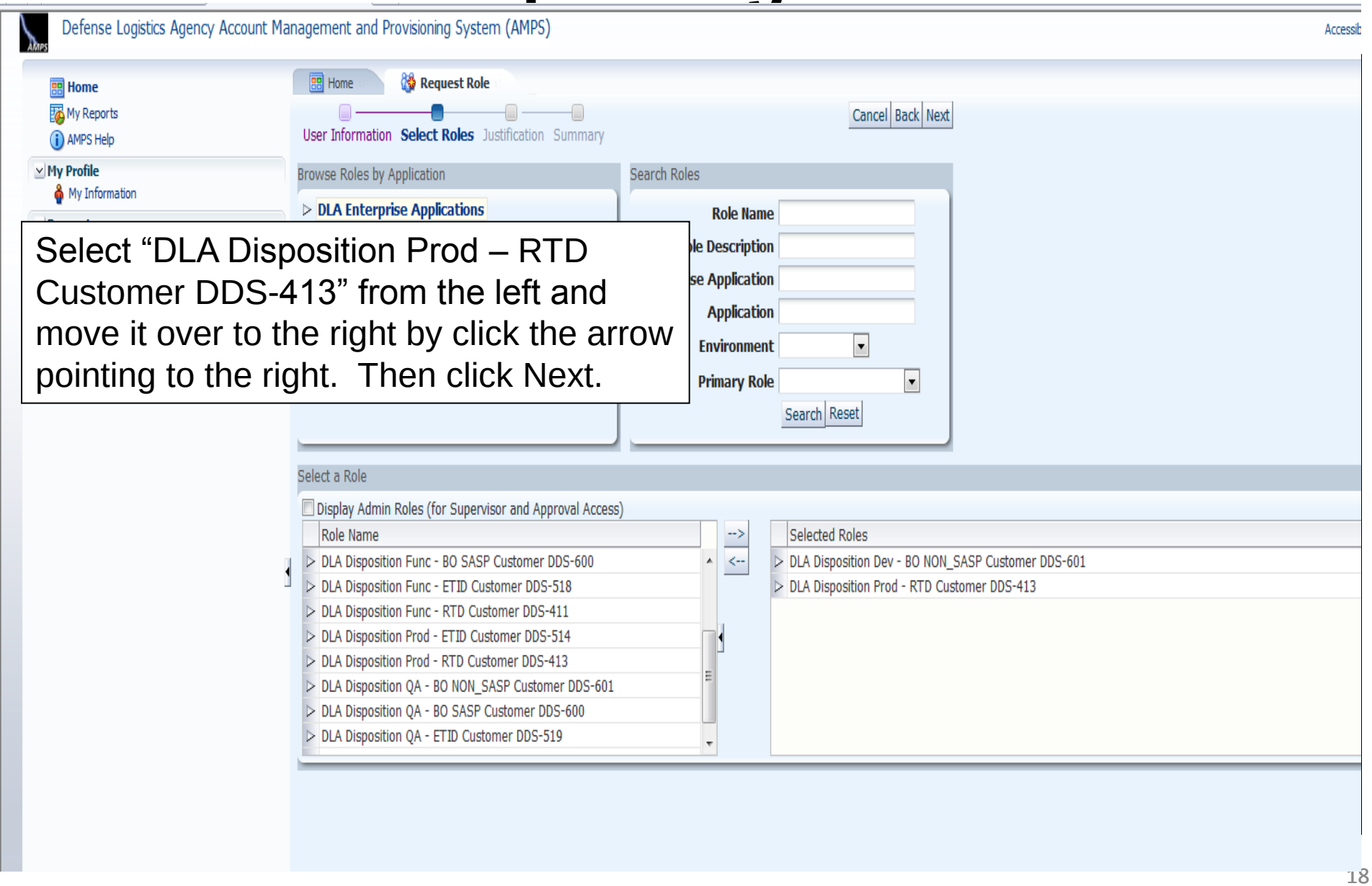
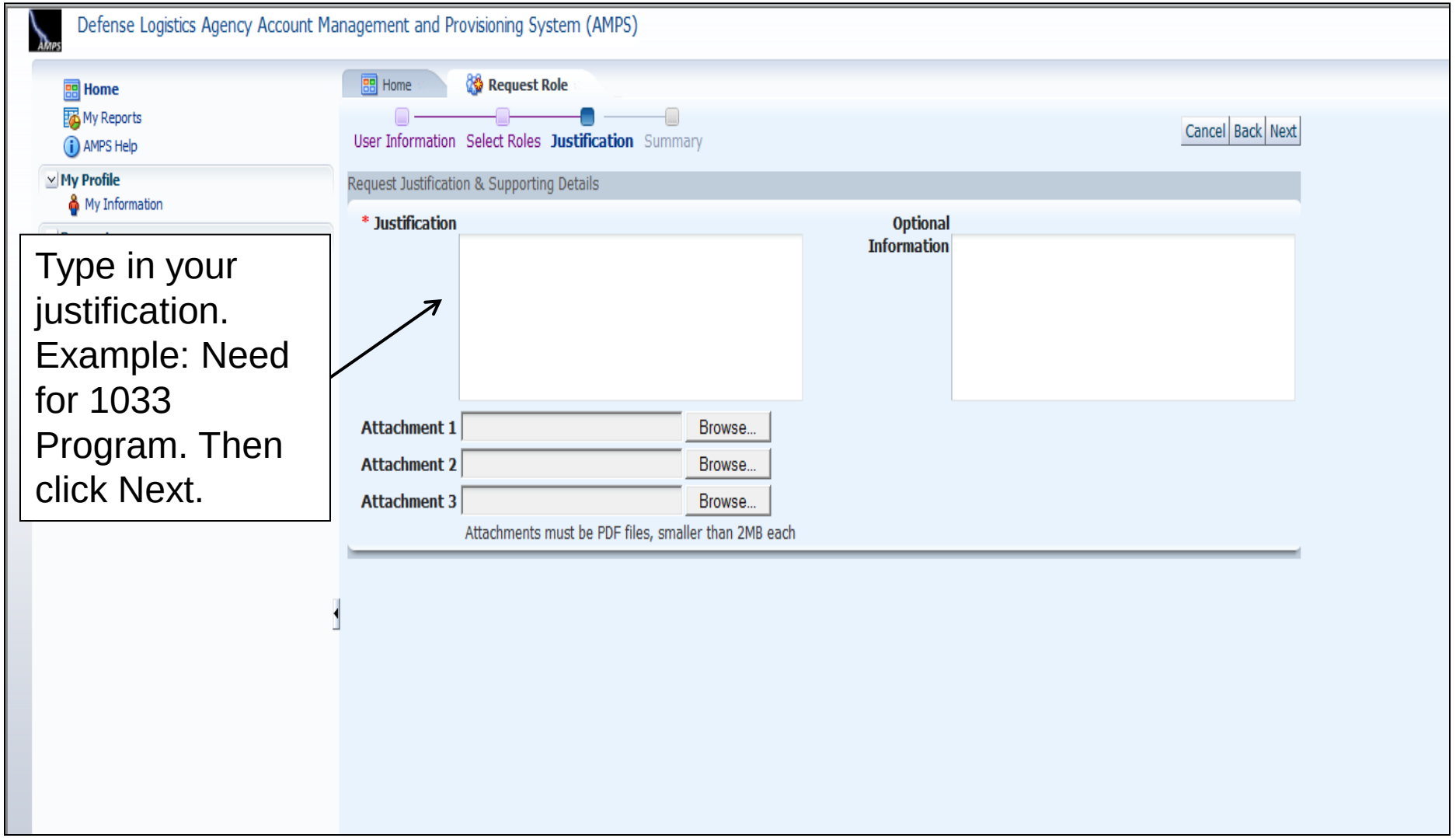


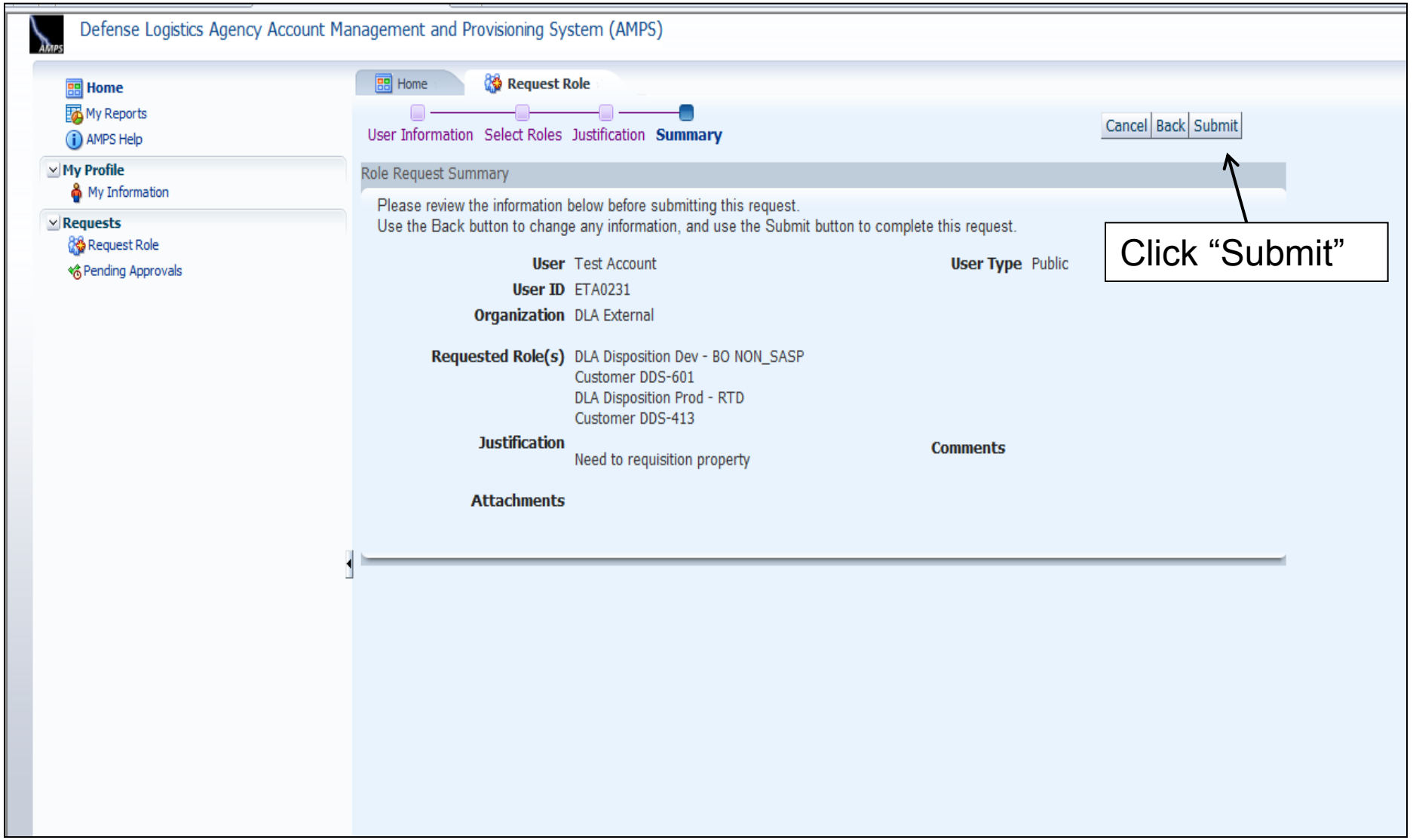
Select “DLA Disposition Prod – RTD Customer DDS-413” from the left and move it over to the right by click the arrow pointing to the right. Then click Next.

Requesting Roles



Type in your justification. Example: Need for 1033 Program. Then click Next.

Requesting Roles



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