

The Enterprise Military Housing (eMH) information technology (IT) system is an integrated joint-service (Navy, Army, USMC) enterprise system that supports management of installation, region, and headquarters unaccompanied and family housing business processes throughout the world.

## <u>Purpose</u>

This document provides step by step instructions for requesting access to eMH and specific eMH modules.

## Step 1

With your CAC in the reader, go to the following website: <u>https://www.emh.housing.navy.mil</u>. Once you select your certificate and access the below site, click the **Accept** button.



Fill out all fields marked with a red asterisk (\*). First Name, Last Name and Branch of Service will automatically be populated with information from your CAC.

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About eMH	Welcome to eMH Account Request		Ĩ
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## Step 3

To select your Location/Installation, click Select Location.

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	Support O	mber: 800 877 8608 (CONUS)   708 486 2606 (OCONUS)

eMH Support Office: <u>emhsupport@aemcorp.com</u> or 1-800-877-8503 (CONUS) / 703-435-2506 (OCONUS)

Select the **Location Type**. For most users, your Location Type will be **Installation**. Once selected, choose your specific location from the drop down menu. The Installation options are based on the Branch of Service associated with your CAC.

Military Housing	eMH Account Request	
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enterprise Military Housing is the application for Army, Marine Corps and Navy Housing Programs	User Information	
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### Step 5

In the **Program Office** drop down, select your housing association. Most users should select **Family Housing**, **Unaccompanied Housing** or **Housing (Family & Unaccompanied)**.

Military Housing	eMH Accou	unt Request	
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	Click the 'S	elect Location' button to select your location.	
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		Planning Public Works	
		Real Estate	
		Safety	
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		Image Assistant	
		Information Center	

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Once your account is active, you will have access to the listed Default Modules. If you require access to additional modules (ex: FHM, UHM), select them in the **Additional Module(s)** section. To select multiple modules, hold down the **CTRL** key and click each module. If you make a mistake and an incorrect module is selected, hold down the **CTRL** key and click on the module to unselect.



#### Step 7

Once all fields are completed, click Submit.

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	Program Office 1	Housing (Family & Unaccompanint)
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You will be directed to the below page once the request has been submitted.

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About eMH	Welcome to eMH Account Request		
enterprise Military Housing is the application for Army, Marine Corps and Navy I lousing Programs	Thank You Thank		
Frequently Asked Questions Is my eMH account information protected?	Name: Email:	Sample A User usample@org.com	
What are the eMH Support Office hours? Who do I contact if I have questions during the registration process?	Commercial Work Phone: Branch of Service:	(703)123-4567 Navy	
request or account change? How do I get a PKI certificate? What are default modules?	Location: Modules:	ATSUGI JAPAN NAF Default, BH Intranet Module, Base Loading Module, Criteria Standards Module	
		Cixoo	

### Step 9

If you attempt to access eMH prior to your account activation, you will be directed to the below page.

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About eMH	Velcome to eMH Account Request		
enterprise Military Housing is the application for Army, Marine Corps and Navy Housing Programs	eMH Access Request in Review Your access request to eMH is currently under review. Please contact the eMH Support Office Office at 800-877-6503(CONUS)/703-435-2808(CONUS) or email at embsupport@aemcorp.com for an update on your request.		
	Information you submitted:		
	Name:	Sample A User	
Frequently Asked Questions	Email:	usample@org.com	
Is my eMH account information protected? What are the eMH Support Office hours?	Commercial Work Phone:	(703)123-4667	
Who do I contact if I have questions during the registration process?	Branch of Service:	Nary	
How long does it take to process an eMH access request or account change?	Location:	ATSUGI JAPAN NAF	
How do I get a PKI certificate?	Modules:	Default, BH Intranet Module, Base Loading Module, Criteria Standards Module	
what are default modules?		Citise	

**Note:** You do not have access to eMH until you receive an e-mail from <u>emhsupport@aemcorp.com</u> stating you have received eMH access.