



# Accessing the DLA Enterprise External Portal

1. Go to the DLA Enterprise External Business Portal at <https://business.dla.mil>
2. Click on “Registered Users Login Here”

DLA Enterprise Business External Portal

**Registered Users Login Here**

**DEFENSE LOGISTICS AGENCY**  
AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY

Friday, February 24, 2012  
DLA Systems

**AVAILABLE SERVICES**

**MULTIMEDIA**

**WE ARE DLA**

DLA Director Navy Vice Adm. Alan Thompson discusses the importance of the We Are DLA campaign.

**We Are DLA**

See why DLA is the American

# Security Certificate Warning



There is a problem with this website's security certificate.

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The security certificate presented by this website was issued for a different website's address.

Security certificate problems may indicate an attempt to fool you or intercept any data you send to the server.

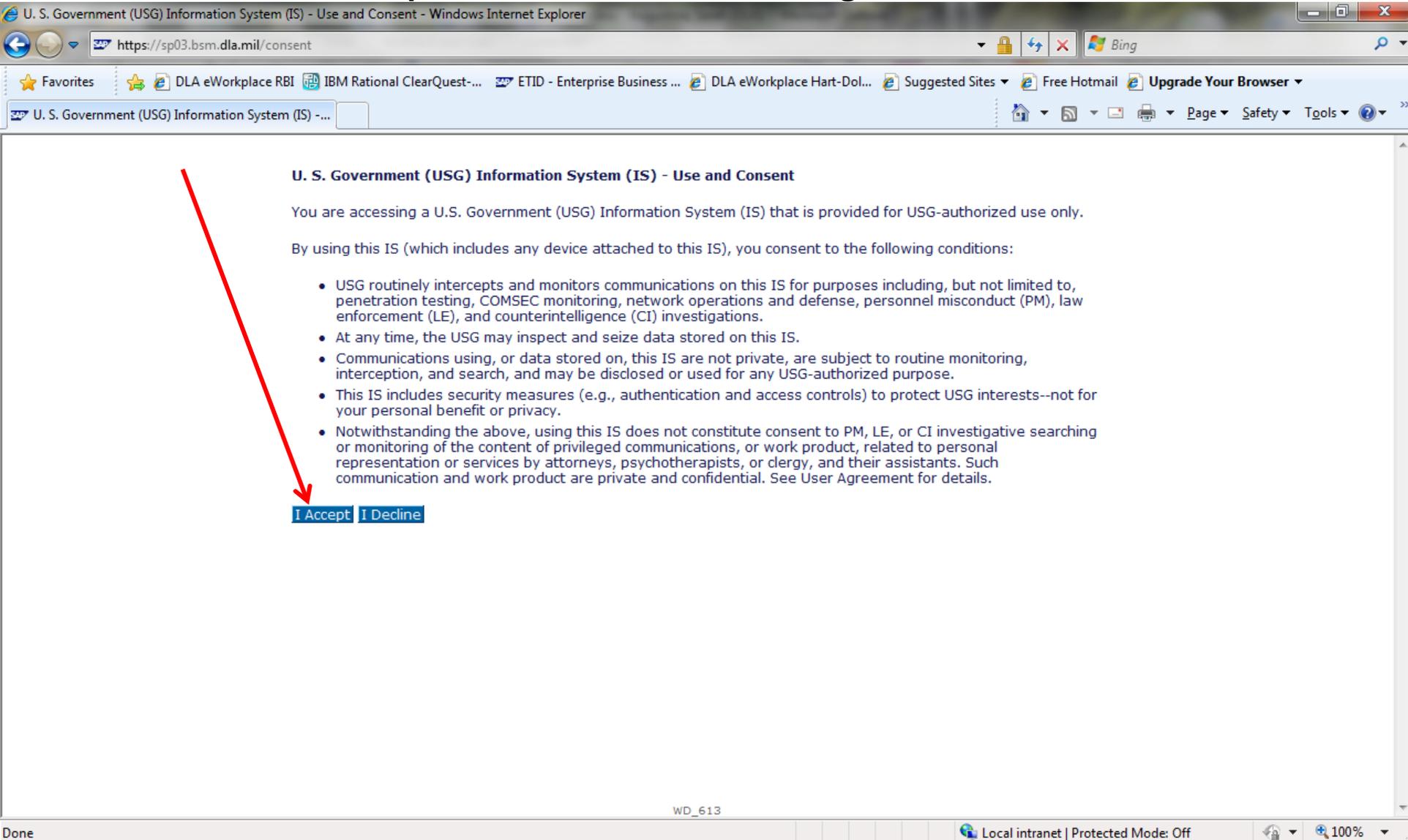
**We recommend that you close this webpage and do not continue to this website.**

- Click here to close this webpage.
- Continue to this website (not recommended).
- More information

You will probably see a warning about the security certificate. Click the option to continue to the website.

# Use & Consent Agreement

## 1. You will select “Accept” for the “Use & Consent Agreement”.



U. S. Government (USG) Information System (IS) - Use and Consent - Windows Internet Explorer

https://sp03.bsm.dla.mil/consent

U. S. Government (USG) Information System (IS) - Use and Consent

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE, or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communication and work product are private and confidential. See User Agreement for details.

[I Accept](#) [I Decline](#)

WD\_613

Local intranet | Protected Mode: Off 100%



# User ID & Password

Enter your User ID and Password that you created during the AMPS Registration process.

Enterprise Business System External Portal - Microsoft Internet Explorer provided by Proxy Consolidation USE6

https://businessportal.dla.mil/irj/portal

File Edit View Favorites Tools Help

Favorites Suggested Sites Boss Web CAMS DRMS Homepage DRMS WebMail Phone Directory TEAMS TechWeb WebDocs

Enterprise Business System External P...

Page Safety Tools



## DLA Enterprise Business External Portal

Do not use your DLA system userid/password. This may lock your account. Please contact your DLA system helpdesk. Contact information can be found by selecting your system from the DLA System list at <https://business.dla.mil>

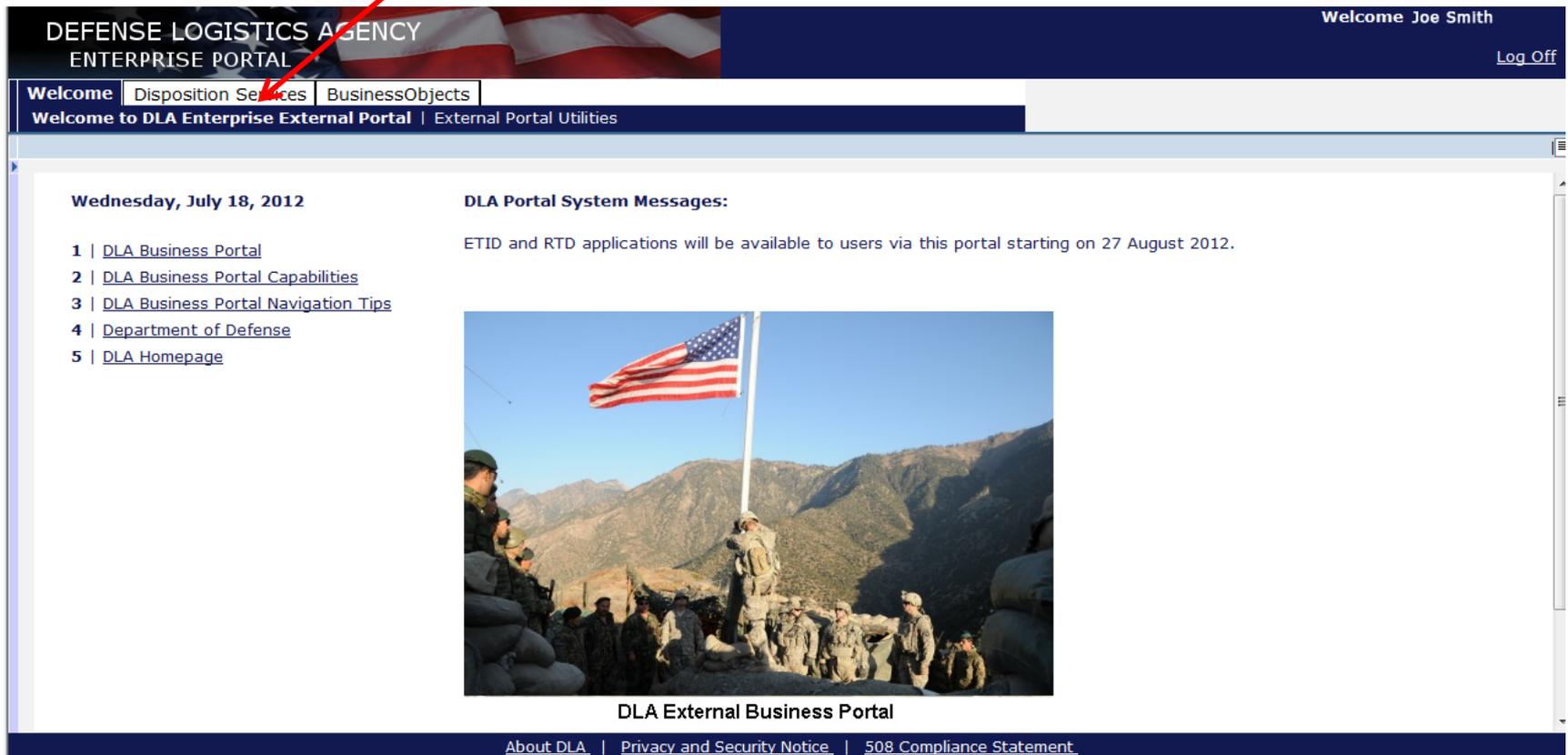
Username \*

Password \*

Log on

# External Portal Homepage for RTD Users

You will see links to the applications you have been granted access to.  
Select “Disposition Services” for RTD



**DEFENSE LOGISTICS AGENCY**  
ENTERPRISE PORTAL

Welcome Joe Smith [Log Off](#)

Welcome **Disposition Services** BusinessObjects

Welcome to DLA Enterprise External Portal | [External Portal Utilities](#)

Wednesday, July 18, 2012

**DLA Portal System Messages:**

ETID and RTD applications will be available to users via this portal starting on 27 August 2012.

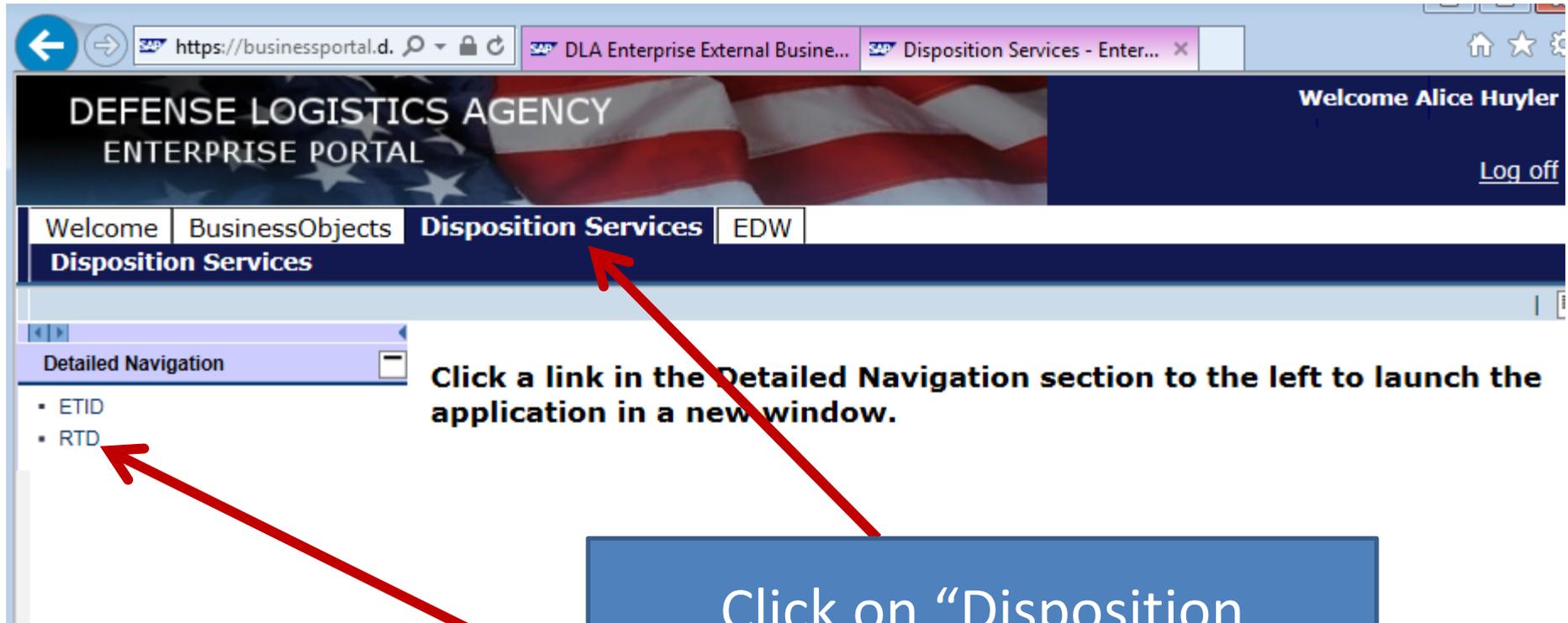
- 1 | [DLA Business Portal](#)
- 2 | [DLA Business Portal Capabilities](#)
- 3 | [DLA Business Portal Navigation Tips](#)
- 4 | [Department of Defense](#)
- 5 | [DLA Homepage](#)



**DLA External Business Portal**

[About DLA](#) | [Privacy and Security Notice](#) | [508 Compliance Statement](#)

# Disposition Services



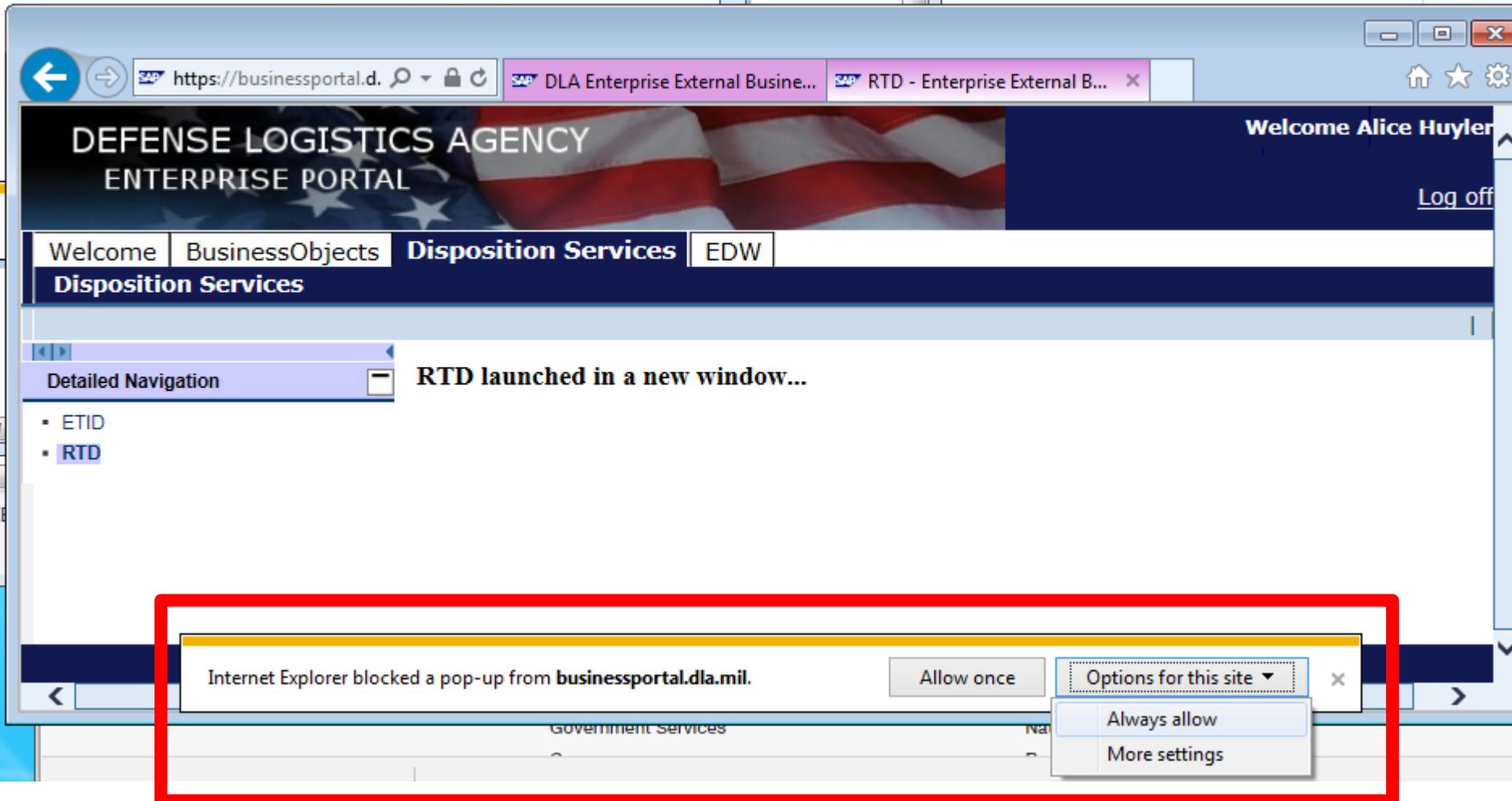
The screenshot shows a web browser window with the URL <https://businessportal.d>. The page header includes the text "DEFENSE LOGISTICS AGENCY ENTERPRISE PORTAL" and a welcome message "Welcome Alice Huyler" with a "Log off" link. The main navigation bar contains tabs for "Welcome", "BusinessObjects", "Disposition Services", and "EDW". Below this is a "Disposition Services" sub-header. On the left, a "Detailed Navigation" sidebar lists two items: "ETID" and "RTD".

**Click a link in the Detailed Navigation section to the left to launch the application in a new window.**

Click on "Disposition Services" and then on "RTD"

# Disable Pop-Up Blocker

If nothing happens when you click “RTD,” then you need to disable the pop-up blocker. Look for a message at the top or bottom of your window. You may need to click “RTD” again after disabling the pop-up blocker.





# RTD Home Page

Public Domain

https://webapp.dispositionsservices.dla.mil/RTD/Default.aspx

File Edit View Favorites Tools Help

Google Search Share More >> Sign In

RTD Main

DEFENSE LOGISTICS AGENCY  
Disposition Services

Home | About Us | Public Affairs | Publications | FAQs | FOIA

Agency Logo

Reutilization / Transfer / Donation (RTD)  
RTD Main

Show reminder

Previous Searches: 1 | 2

Reutilization, Transfer, Donation Home

Announcements

Title	Description
RTDWEB vs. LEEDS Access and Password Resets	If you are locked out of RTDWEB: Please call 1-877-DLA-CALL or 1-877-352-2255: DLA Customer Interaction Center which is available 24 hours a day, 7 days a week. When you call, you will need your RTDWEB user name, starting with an E. The help desk will take your information and will assign you a ticket number. Do not get off the phone until a ticket number has been assigned. If you are

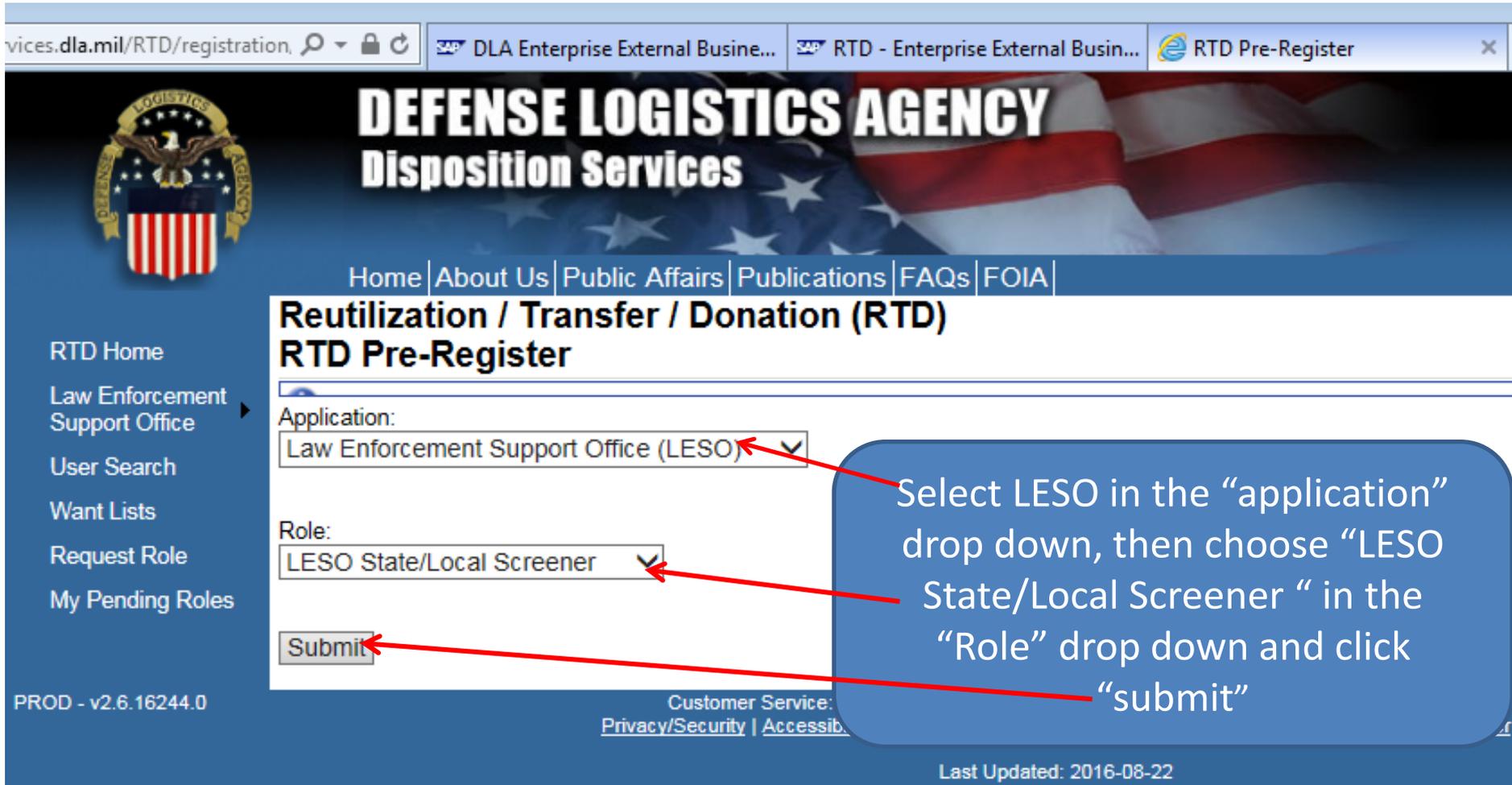
Click on "Request Role"

Request Role

My Pending Roles

Internet 100%

# RTD Request Role



services.dla.mil/RTD/registration, DLA Enterprise External Busine... RTD - Enterprise External Busin... RTD Pre-Register

**DEFENSE LOGISTICS AGENCY**  
**Disposition Services**

Home | About Us | Public Affairs | Publications | FAQs | FOIA

**Reutilization / Transfer / Donation (RTD)**  
**RTD Pre-Register**

Application:  
Law Enforcement Support Office (LESO)

Role:  
LESO State/Local Screener

Submit

PROD - v2.6.16244.0

Customer Service: Privacy/Security | Accessibility

Last Updated: 2016-08-22

Select LESO in the "application" drop down, then choose "LESO State/Local Screener" in the "Role" drop down and click "submit"



# RTD Web Registration Form

- RTD Home
- Law Enforcement Support Office
- User Search
- Want Lists
- Request Role
- My Pending Roles

## Reutilization / Transfer / Donation (RTD) Customer Registration - Law Enforcement Agency (LEA)

### User Information

Title:

\* First Name:

\* Last Name:

\* Organization Name:

\* Work Address Line 1:

Work Address Line 2:

\* Work Address City:

\* Work Address State:

\* Work Address Zip:

Country:

\* Work Phone:

Work Ext:

Work Fax:  x

\* Work Email:

Customer Type:

Opt-out of all email?

Receive NIIN notification email:

Receive property receipt email:

This is the top of the RTD Registration Form. Some of the data may be pre-populated. Enter your contact information.

Leave these answers the same



# RTD Web Registration Form

## Law Enforcement Agency (LEA) Information

\* Agency Type:  State-Local  
 Federal  
 Tribal

\* Number of Officers:

\* Number of Part Time Officers:

\* Number of 1st Responder Officers:

\* Number of Reserve Officers:

\* Level:

Weapons POC:

Aircraft POC:

Does Agency have equipment from the 1208/1033 Program?

If so, please specify equipment types:

Weapons:

Aircraft:

APCs:

HMMWV:

Watercraft:

Vehicles:

\* State Assigned:

Submit

This is the bottom of the RTD Registration Form. Enter the information.

- Select "State-Local" for the Agency Type.
- Select "Screener" for the level.
- Weapons and Aircraft POC (Point of Contact) are required. Enter an individual's name or "NA" if not applicable.
- Select "Colorado" for the state.
- Click Submit.



# RTD Registration Continued

- Continue to answer the questions for your agency that are required\*.
- The “weapons” and “aircraft” “point of contact” (POC) do not show as being required\* but in fact are. Enter the name of your weapons POC and “NA” in the aircraft field (unless you have an “aircraft” POC). Do not put the / between the N & A or it will not take.
- Be sure the last field shows “Colorado” as your state.
- Then click “submit”



# Registration Successful!

- Hopefully, you will get an email that says your registration is approved and complete in about one day.
- Once approved, you may begin requisitioning 1033 LESO equipment.
- Contact the Colorado 1033 LESO office if you need help or have questions at 303-239-5776.