



REPI Login.gov Setup and Access

The REPI Database applications have transitioned to using Login.gov for user authentication. All users must now access REPI.OSD.mil through the Login.gov system. This document provides step-by-step instructions for setting up and accessing your REPI account using Login.gov.

Before you begin:

Email address requirements:

The email address used for your Login.gov account must exactly match the email associated with your REPI account. This is the email address you use to log into REPI.

If you do not have an existing Login.gov account...

If you have not used Login.gov in the past, you will need to create a new Login.gov account using the same email address that you use for your REPI account. See "Setup Option A" below for instructions.

If you already have a Login.gov account...

If your existing Login.gov account uses your REPI email: You're all set! Simply log in using Login.gov (skip to the "Sign in to REPI with Login.gov" section below)

If your existing Login.gov account uses a different email (e.g., a personal email)...

You have two options:

- Option 1 (Recommended): Add your REPI email as an additional email to your existing Login.gov account (See "Setup Option B" below)
- Option 2: Create a new, separate Login.gov account with your REPI email address (see <u>"Setup Option A" below</u>)

Common Access Card (CAC) Login:

Using a CAC to log in is optional and will require additional set-up steps. See the instructions below for more information about setting up your Login.gov account to use CAC authorization.

Service User Login:

Due to some reported issues setting up Login.gov accounts using government emails, REPI users with affected emails can use their regular REPI username and password to log in. You can only use the Service user login option if your account uses a government email address (e.g., .gov or .mil).

Service users are encouraged to attempt to log in with Login.gov if possible. This is a temporary feature that will be removed starting in 2026.

Setup Option A: Create a New Login.gov Account

Use this option if:

- You do not have a Login.gov account, OR
- You want to create a separate work-specific Login.gov account

Step 1: Access the Login Page

- 1. Open the REPI Database login page at https://repi.osd.mil/
- 2. Click the "Log in with Login.gov" button
- 3. You will be redirected to the Login.gov sign-in page



Step 2: Create Your Login.gov Account

- 1. Click "Create an Account" on the Login.gov page
- 2. Enter your REPI email address (the one you use to log into REPI)
- 3. Complete the required information and click "Submit"
- 4. Check your email for a confirmation message from Login.gov
- 5. Click the confirmation link in the email

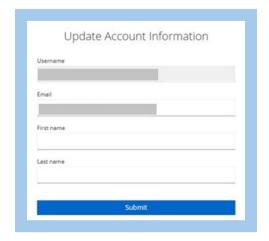


Step 3: Set Up Authentication Methods

- 1. Create a strong password following Login.gov requirements
- 2. Select two authentication methods from the available options (For CAC/PIV access: Select "Government employee ID" as one of your methods, refer to the "Set up CAC/PIV" section below)
- 3. Complete the setup process for each selected authentication method
- 4. **Note:** If you receive a message about enabling cookies, you can disregard it and continue the login process or refresh your page to proceed.

Step 4: Complete REPI Access Setup

- 1. Return to the REPI Database login page at https://repi.osd.mil/
- 2. Click "Log in with Login.gov"
- 3. Sign in using your Login.gov credentials or CAC
- 4. **First login only:** When prompted, enter your first and last name for the Civil Works Business Intelligence (CWBI) system
- 5. Click "Submit" to complete the process



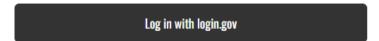
Setup Option B: Add REPI Email to Existing Login.gov Account

Use this option if:

- You already have a Login.gov account with a different email address
- You want to keep using your existing Login.gov account for REPI access

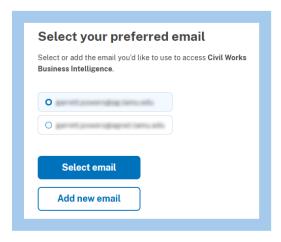
Step 1: Access the Login Page

- 1. Open the REPI Database login page at https://repi.osd.mil/
- 2. Click the "Log in with Login.gov" button
- 3. You will be redirected to the Login.gov sign-in page



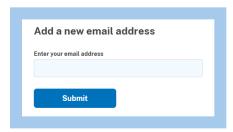
Step 2: Sign In and Select Email

- 1. Sign in to Login.gov using your existing Login.gov credentials or CAC
- 2. You will be asked "Which email address do you want to use?"
- 3. If your REPI email is listed: Select it and click "Select email"
- 4. If your REPI email is NOT listed: Click "Add new email" and proceed to step 3 below



Step 3: Add Your REPI Email (if needed)

- 1. Enter your REPI email address when prompted
- 2. Click "Submit"
- Check the inbox of your REPI email address for a confirmation message from Login.gov
- 4. Click the confirmation link in the email to verify your email address



Step 4: Complete Login with REPI Email

- 1. Return to the REPI Database login page at https://repi.osd.mil/
- 2. Click "Log in with Login.gov" again
- 3. Sign in to Login.gov
- 4. Select your REPI email address from the list
- 5. **First login only:** When prompted, enter your first and last name for the Civil Works Business Intelligence (CWBI) system
- 6. Click "Submit" to complete the process

Sign in to REPI with Login.gov

Once you've completed initial setup, use these steps for future logins:

Option 1: Email and Password

- 1. Go to https://repi.osd.mil/
- 2. Click "Log in with Login.gov"
- 3. Enter your Login.gov email address and password
- 4. Complete any required two-factor authentication
- 5. **First login only:** When prompted, enter your first and last name for the Civil Works Business Intelligence (CWBI) system
- 6. You will be automatically logged into REPI

Option 2: CAC/PIV Card

- 1. Go to repi.osd.mil
- 2. Click "Log in with Login.gov"
- 3. Click "Sign in with government ID"
- 4. Insert your CAC into a card reader
- 5. Select the appropriate certificate when prompted
- 6. Enter your CAC PIN
- 7. **First login only:** When prompted, enter your first and last name for the Civil Works Business Intelligence (CWBI) system
- 8. You will be automatically logged into REPI

Adding CAC/PIV to your existing Login.gov Account

If you've already created your Login.gov account but want to add CAC login capability, follow these steps:

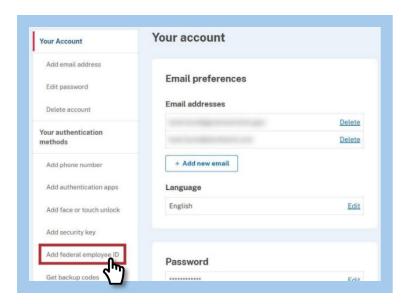
Step 1: Sign in to Login.gov

- 1. Go to https://www.login.gov/
- 2. Click the sign-in button in the top right corner
- 3. Sign in using your email address and password



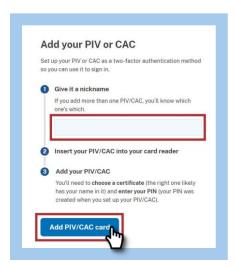
Step 2: Navigate to "Add federal employee ID"

After signing in, you will be taken to the "Your Account" screen. Click the option for "Add federal employee ID" in the **Your authentication methods** section of the left menu bar.



Step 3: Add Your CAC/PIV

- 1. On the "Add your PIV or CAC" screen, enter a nickname (e.g., "Work CAC" or "Work ID")
- 2. Insert your CAC into a card reader
- 3. Click the "Add PIV/CAC card" button
- 4. When prompted to "Select a certificate", choose the correct CAC certificate and click "OK"
- 5. Note: If you receive a message about enabling cookies, you can disregard it and continue

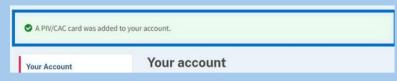




Step 4: Enter Your PIN

You will be prompted to enter your PIN. Enter your CAC PIN then click "OK". You will be returned to your account page with a message confirming success.





Troubleshooting Common Issues

"Email not found" or "Account not recognized"

- Verify that your Login.gov email exactly matches your REPI account email
- Check for typos, extra spaces, or case sensitivity issues
- If you have multiple emails on your Login.gov account, make sure you selected your REPI email during login

Wrong Email Selected During Login

- If you accidentally selected the wrong email, log out and log back in
- Pay attention to the email selection screen and choose your REPI email

Can't Add REPI Email to Existing Account

- Ensure you're following the steps in "Setup Option B" carefully
- Make sure you confirm the email by clicking the link sent to your REPI email inbox
- If problems persist, consider creating a separate Login.gov account (Setup Option A)

Support

If you encounter issues not covered in this guide, email the help desk by clicking the "Contact REPI Staff" link on the REPI login page at https://repi.osd.mil/

