

Environment Online

How to submit survey data for the Index of Surveys for Assessments (ISA)

Reference guide for Proponents and Consultants

October 2025



Government of **Western Australia**
Department of **Water and Environmental Regulation**

Contents

1	Summary	3
2	Prerequisites	3
3	What is a survey data package?	3
4	Submit a new survey data package	4
4.1	Survey data package type and report title.....	4
5	Application details.....	6
5.1.	Linking to a new application	6
5.2.	Linking to an existing application	8
5.3.	Other references	9
5.4.	Department of Mines, Petroleum and Exploration (DMPE) relevance	9
6	Spatial information	10
6.1.	Upload a Shapefile	10
7	Report details.....	12
8	Attachments.....	15
9	Review & Submit	16
10	Submission confirmation	18
11	Tracking status in Environment Online	18
12	Notifications.....	18
13	Support and troubleshooting.....	19
	Account and Login	19
	Guidance and help materials	19
	Contact support	19
	Submit feedback or issues.....	19

1 Summary

This guide provides step-by-step instructions for you (a proponent or a delegated consultant) on how to create and submit a survey data package in Environment Online (EO).

Survey data packages form part of the Index of Surveys for Assessments (ISA), ensuring that biodiversity and marine survey data is stored, validated and made available for regulatory assessments.

This guide covers:

- submitting a new survey data package through the EO Portal
- managing existing survey data packages (linking or removing them from ISA)
- linking survey data packages to applications.

2 Prerequisites

Before submitting survey data in ISA, ensure the following:

- **EO login account:** You must be a registered user in EO.
- **Consultants:** If you are a consultant submitting on behalf of an organisation or entity, you must first be granted delegated access by the organisation's Service Administrator in EO.
- **Survey data package requirements:**
System access: Ensure you can log into the EO Portal and view the Survey Data Packages dashboard accessible from the bottom tab on your 'My environment'.

3 What is a survey data package?

A survey data package is the way biodiversity and marine survey data is submitted into the Environment Online (EO) system. These packages form part of the Index of Surveys for Assessments (ISA), a central database that supports regulatory assessments.

Survey data packages allow you to:

- upload survey data in a standardised format (shapefile, metadata, documents)
- ensure survey data is validated against ISA requirements before it can be accepted
- make survey data accessible for use by Regulatory Officers during assessment processes.

Survey data packages move through a series of stages once created:

- Submitted – A package has been lodged by a proponent or consultant.
- Rejected – ISA Officer has requested changes or corrections.
- Resubmitted – Package has been updated and re-lodged by the Proponent/Consultant.
- Accepted – ISA Officer has validated and approved the package.

4 Submit a new survey data package

1. After logging into the **Environment Online (EO) portal**, go to the **My Environment** dashboard.
2. From the navigation tab, select **Survey data packages**.
3. On the Survey Data Packages page, click **New survey data package**.

The screenshot shows the Environment Online portal interface. At the top, there is a navigation bar with the 'environment online' logo and a user profile for 'Akhil Sharma'. Below the navigation bar, there is a list of application items, each with a status of 'In Progress (Draft)'. A secondary navigation menu includes options like 'Projects', 'Applications', 'Compliance plan or report', 'Instruments', 'Obligations', 'Planning advice requests', 'Enquiries', 'Fees', and 'Survey data packages'. The 'Survey data packages' menu item is highlighted with a red box. Below this menu, the text 'Survey data packages (77)' is displayed, and a blue button labeled '+ New survey data package' is also highlighted with a red box.

Note: The new survey data package option allows you to initiate either an IBSA (Index of **Biodiversity** Surveys for Assessments) or IMSA (Index of **Marine** Surveys for Assessments) submission.

4.1 Survey data package type and report title

- On the New Survey Data Package page, open the **survey data package type** drop-down menu.
1. Select the appropriate option:
 - Index of Biodiversity Surveys for Assessments (IBSA) or
 - Index of Marine Surveys for Assessments (IMSA).



Survey data package type *

Select the index that most closely relates to your survey data package.

Select ▼

Select

Index of Biodiversity Surveys for Assessments (IBSA)

Index of Marine Surveys for Assessments (IMSA)

Start new survey data package

- In the **Report Title** field, enter the title of the survey report. This should reflect the title found in the survey report (e.g. *Flora Survey Northern Project 2025*).



Survey data package type *

Select the index that most closely relates to your survey data package.

Select ▼

Report Title *

Full report title for your survey data package (e.g. survey type + group + project name + year)

Start new survey data package

- Click **Start new survey data package** to proceed.

After selecting the survey package type and entering the report title, you will be directed to the **ISA Survey Data Package – Information page**. This page provides important guidance under three key headings:

- **When to use this form** – Explains the purpose of the ISA form and when it should be used (IBSA/IMSA survey data packages only).
- **About the process** – Outlines that the form will collect spatial data, survey reports, and metadata. All required fields must be completed before submission.
- **Before you begin** – A reminder to prepare files in the correct format (e.g. shapefile, PDF report, metadata) and check against ISA data standards.

Index of Biodiversity Surveys for Assessments (IBSA)

When to use this form?

Welcome to the Index of Surveys for Assessments (ISA) submission portal for IBSA and IMSA data packages, supporting environmental assessments by the Department of Water and Environmental Regulation (DWER), the Environmental Protection Authority (EPA), and Department of Mines, Petroleum and Exploration (DMPE).

Use this form to submit spatial data, reports and information from biodiversity or marine surveys conducted for environmental impact assessments, and applications and compliance under Part IV and Part V of the Environmental Protection Act 1986. Do not include desktop studies and analysis (i.e. database search results).

Refer to the [ISA guidance](#) for instructions, frequently asked questions and supporting materials.

About the process

Use this form to provide key details about the environmental assessment, survey report and metadata. Upload all the required files. All mandatory fields (*) must be completed to enable submission.

Before you begin

Prepare all required documents and data files before starting. You can submit in one session or save and return later.

Review the guidance and instructions before submission

Ensure your survey data package complies with the instructions for the preparation of data packages and the respective IBSA or IMSA data standards. Refer to [ISA guidance](#) for instructions and templates.

Submit the PDF report with spatial data in shapefile format, including all required attributes as per the IBSA or IMSA data standards.

For surveys starting before 30 April 2018, upload the PDF report. Data files are optional but encouraged.

[Instructions for preparing survey data packages for IBSA](#)



- Read the instructions carefully to ensure your survey package complies with ISA data standards. Once ready, click **Continue** to move into the main data entry form for your package.

5 Application details

The Application Details page allows you to link your survey data package to an existing application, create a new application, or proceed without linking. This step ensures that survey data is properly associated with related regulatory processes where applicable.

5.1. Linking to a new application

If you want to create a new application that you can link your survey data package to:

1. Select 'New Application'.

Index of Biodiversity Surveys for Assessments (BSA)

ISA-0001186

- Application details
- Spatial information
- Report details
- Attachments
- Review & Submit

Application details

Submitting on behalf of another person or organisation?
If the person or organisation has an account with Environment Online, the [Service Administrator can invite you](#).

It is possible to submit survey data without relating to any Application. If you do not need to link your data to an existing application, please skip this step by pressing the Next button at the bottom of this page.

Related DWER Applications
Provide any associated applications from the Department of Water and environmental Regulation (DWER). This includes Native Vegetation or EPA related applications.

DWER Applications

[New Application](#) [+ Add application](#)

Application Number ↓	Business Area	Application Sub Type	Actions
There are no records to display.			

Can't find the DWER application you're looking for in Environment Online?
Industry Works Licence or Native Vegetation Clearing Permits/Referral Application

Please enter the reference number related to the Industry Regulation Works Licence or Native Vegetation Clearing Permits/Referral Application.

External application reference details
Provide the external application reference number(s) and name(s). The reference should follow the format, e.g. "CPS-..."

Does this survey data relate to the Department of Mines, Petroleum and Exploration?
 No Yes

[Previous](#) [Save](#) [Next](#)

- Choose the relevant area that relates to your new application (e.g. EPA, Native Vegetation, Industry Regulation). This will open an introduction page that contains the information you need to know before you proceed.

Note: You can click Save at any time to ensure you do not lose your progress.

New application

Start a new application

What do you want to apply for?
Applications can be submitted for the areas below.

EPA

Environmental impact assessment activities under Part IV of the *Environmental Protection Act 1986*.

Native Vegetation

Clearing of native vegetation regulated under Part V Division 2 of the *Environmental Protection Act 1986*.

Industry Regulation

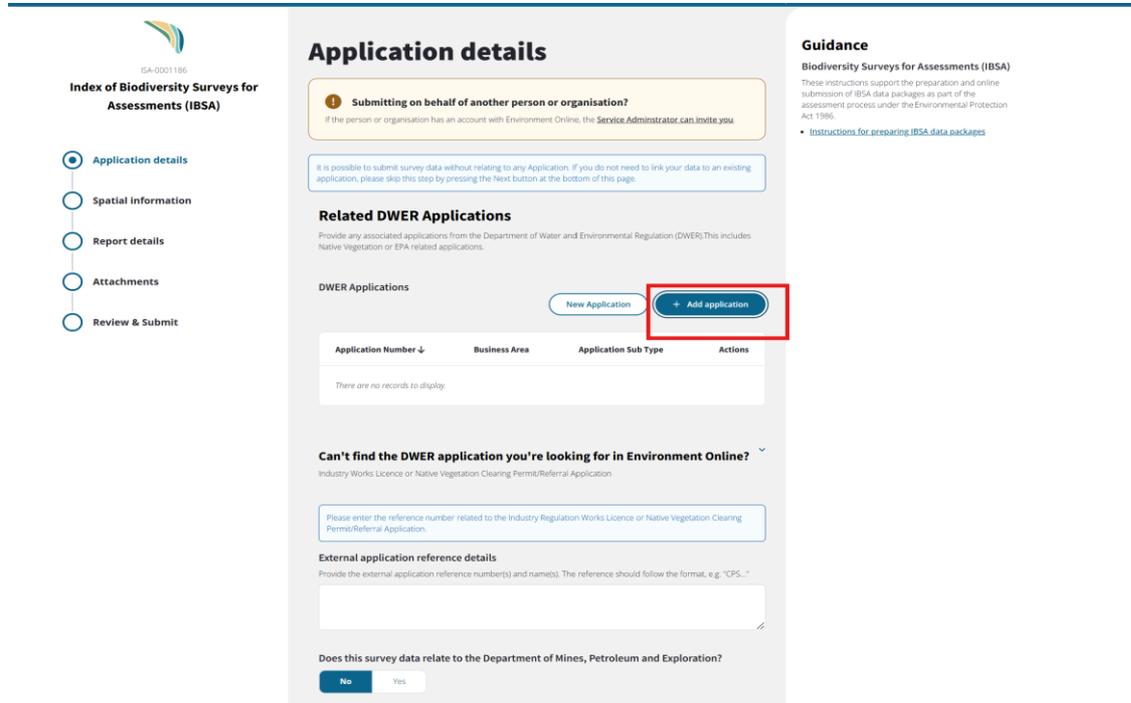
Works approval and licensing relating to the regulation of prescribed premises activities under Part V of the *Environmental Protection Act 1986*.

- Following the completion of your new application, you can return to your survey data package submission and link it to your newly created application.

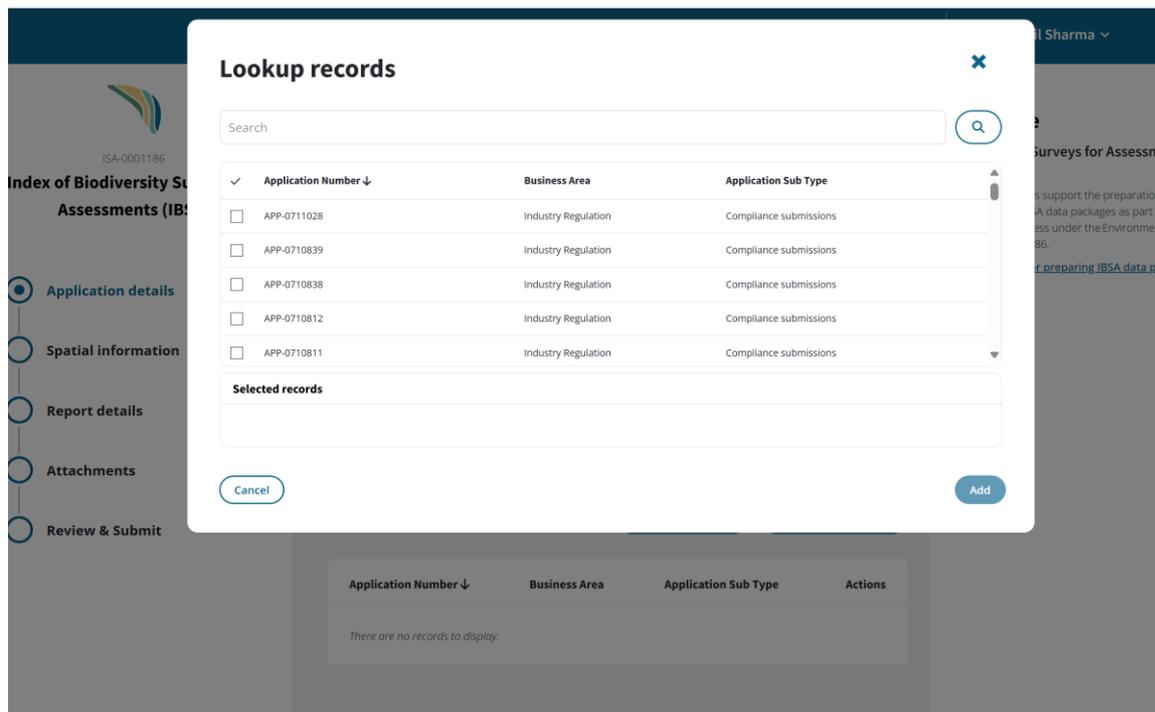
5.2. Linking to an existing application

If there is an existing application on EO with a known application number that you can link to:

1. Select 'Add application'.



- A 'Lookup records' pop-up will appear. Select the relevant application(s) from the list or type the application number.



- The selected application(s) will display in the Selected records table. Once the relevant application(s) have been selected, click **Add** on the bottom right.

5.3. Linking to DWER applications not on EO

If your DWER application is not on EO and cannot be located in the Lookup records pop-up, you should enter your application reference number(s) in the 'External Application Reference Details' field.

5.4. Department of Mines, Petroleum and Exploration (DMPE) relevance

- Answer the question: **Does this survey data relate to the Department of Mines, Petroleum and Exploration?**
- If you select Yes → enter details for:
 - DMPE Proponent (company, business, or client name)
 - DMPE Project (full project or proposal name)
 - DMPE Reference Details (application reference number(s))

Does this survey data relate to the Department of Mines, Petroleum and Exploration? *

No Yes

DMPE Proponent *
Provide the full name of the company or business or client for the project and ABN, where applicable.

DMPE Project *
Provide the full project or proposal name.

DMPE reference details *
Provide details on the relevant DEMIRS application that relates to this survey data package. Include the proposal name and any associated reference numbers.

Previous Save Next

- If you select No → these fields are skipped.

- Once all mandatory fields are complete, click Next to continue to the Spatial Information section.

It is possible to submit survey data without relating to any Application. If you do not need to link your data to an existing application, please skip this step by pressing the Next button at the bottom of this page.

Related DWER Applications

Provide any associated applications from the Department of Water and Environmental Regulation (DWER) This includes Native Vegetation or EPA related applications.

DWER Applications New Application + Add application

Application Number ↓	Business Area	Application Sub Type	Actions
APP-0711028	Industry Regulation	Compliance submissions	

Can't find the DWER application you're looking for in Environment Online?

Industry Works Licence or Native Vegetation Clearing Permit/Referral Application

Please enter the reference number related to the Industry Regulation Works Licence or Native Vegetation Clearing Permit/Referral Application.

External application reference details

Provide the external application reference number(s) and name(s). The reference should follow the format, e.g. "CPS..."

Does this survey data relate to the Department of Mines, Petroleum and Exploration? *

No Yes

Previous Save Next

6 Spatial information

6.1. Upload a Shapefile

The **Spatial Information page** is where you provide survey date details and upload the shapefile that represents the survey area.

Step 1 – Enter survey dates

- In the Field survey start date field, enter the start date (first day) of the survey.
- In the Field survey end date field, enter the end date (last day) of the survey.

ISA-0001187

Index of Biodiversity Surveys for Assessments (IBSA)

- Application details
- **Spatial information**
- Report details
- Attachments
- Review & Submit

Spatial information

Submitting on behalf of another person or organisation?

If the person or organisation has an account with Environment Online, the [Service Administrator](#) can invite you.

Submit biodiversity and marine survey reports (PDF) with corresponding spatial data. Provide a single shapefile (1_SurveyDetails shapefile) here and attach the remaining shapefiles in the Attachments step.

Field survey start date *

Field survey end date *

Spatial area details

Attach the 1_SurveyDetails shapefile here, showing all field survey features associated with this report (excluding desktop surveys). This can be done by interacting directly with the map.

Refer to the [Using the map feature guide](#) for instructions on how to upload a shapefile using the map.

Before you begin

We recommend using the full screen for a better experience.

[Open full screen](#)

[Continue to map](#)

Guidance

Biodiversity Surveys for Assessments (IBSA)

These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.

- [Instructions for preparing IBSA data packages](#)

Note: Both dates are mandatory. Use the calendar picker to avoid format errors.

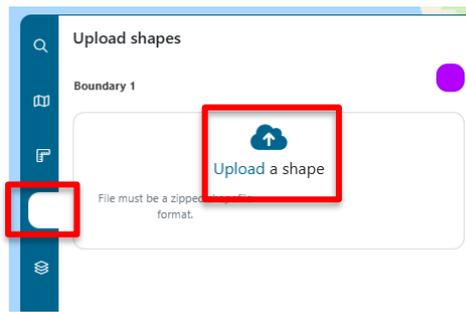
Step 2 – Open the spatial map

- Scroll to the Spatial area details section.
- Click Continue to map to keep the view as is, or
- Click 'Open full screen' for a maximized view.

You can minimise or maximise the view at any time by clicking the  or  buttons.

Step 3 – Upload shapefile (zipped)

- In the map interface, select the pencil icon and then the 'Upload a shape' option.
- Upload your shapefile in zipped format.
- The zip should contain all (and only) the extensions of a shapefile (.shp .shx .prj .dbf .sbn .sbx .cpg).
- Ensure the shapefile is in the GDA2020 datum and has all the necessary fields provided and completed.



Step 4 – Confirm boundary

- Once uploaded, the survey boundary will display on the interactive map.
- Review to ensure it matches the intended survey area.
- If required, re-upload the corrected shapefile by deleting the previous shapefile and uploading the correct one.
- Click Save. Depending on the size of your shapefile, the upload process might take a few minutes. You will receive a pop-up window confirming the status of your upload.
- Click Next.

Full instructions on how to use the map feature can be found on the Environment Online website – [Using the map feature](#). Additional information including how to fully utilise the map feature can be found on [Interactive Map](#).

7 Report details

The **Report Details** page captures further information about your survey report. These fields must be completed accurately to enable proper cataloguing and assessment by an officer.

Step 1 – Confirm report title

- The Report title field will auto-populate from the title you entered when creating the survey data package.

ISA-0001187
Index of Biodiversity Surveys for Assessments (IBSA)

- Application details
- Spatial information
- Report details**
- Attachments
- Review & Submit

Report details

Submitting on behalf of another person or organisation?
If the person or organisation has an account with Environment Online, the [Service Administrator can invite you](#)

Report title *
The report's full title as entered at the start of this application.
EZE Demo

Report author *
Name of the company, person or group who authored the report.
|

Report year *
The report's year of publication or most recent revision.
Select

Survey group *
Select one or more options that best describe all groups surveyed.
Select or search options

Survey type(s) *
Select one or more options that best describe the survey type used.
Select or search options

Does the survey data package contain conservation significant species and/or communities? *
No Yes

Do you acknowledge that any documentation you submit may be published subject to the ISA Data Licence Statement? *
Refer to [ISA guidance](#) to read the ISA Data License Statement.
No Yes

Do you grant third party access and use of any documentation submitted, subject to the ISA Data Licence Statement? *

Guidance

Biodiversity Surveys for Assessments (IBSA)
These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.

- [Instructions for preparing IBSA data packages](#)

Step 2 – Enter report author

- In the Report author field, enter the name of the company, person or group who authored the report.

ISA-0001187
Index of Biodiversity Surveys for Assessments (IBSA)

- Application details
- Spatial information
- Report details**
- Attachments
- Review & Submit

Report details

Submitting on behalf of another person or organisation?
If the person or organisation has an account with Environment Online, the [Service Administrator can invite you](#)

Report title *
The report's full title as entered at the start of this application.
EZE Demo

Report author *
Name of the company, person or group who authored the report.
|

Report year *
The report's year of publication or most recent revision.
Select

Survey group *
Select one or more options that best describe all groups surveyed.
Select or search options

Survey type(s) *
Select one or more options that best describe the survey type used.
Select or search options

Does the survey data package contain conservation significant species and/or communities? *
No Yes

Do you acknowledge that any documentation you submit may be published subject to the ISA Data Licence Statement? *
Refer to [ISA guidance](#) to read the ISA Data License Statement.
No Yes

Do you grant third party access and use of any documentation submitted, subject to the ISA Data Licence Statement? *

Guidance

Biodiversity Surveys for Assessments (IBSA)
These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.

- [Instructions for preparing IBSA data packages](#)

Step 3 – Specify report year

- From the dropdown, select the report's year of publication or most recent revision.

ISA-0001187
Index of Biodiversity Surveys for Assessments (IBSA)

Application details
Spatial information
Report details
Attachments
Review & Submit

Report details

Submitting on behalf of another person or organisation?
If the person or organisation has an account with Environment Online, the [Service Administrator can invite you](#)

Report title *
The report's full title as entered at the start of this application.
EZE Demo

Report author *
Name of the company, person or group who authored the report.

Report year *
The report's year of publication or most recent revision.
Select

Survey group *
Select one or more options that best describe all groups surveyed.
Select or search options

Survey type(s) *
Select one or more options that best describe the survey type used.
Select or search options

Does the survey data package contain conservation significant species and/or communities? *
No Yes

Do you acknowledge that any documentation you submit may be published subject to the ISA Data Licence Statement? *
Refer to [ISA guidance](#) to read the ISA Data Licence Statement.
No Yes

Do you grant third party access and use of any documentation submitted, subject to the ISA Data Licence Statement? *

Guidance
Biodiversity Surveys for Assessments (IBSA)
These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.
• [Instructions for preparing IBSA data packages](#)

Step 4 – Select survey group(s)

- Use the Survey Group(s) dropdown to select one or more options that best describes all the groups surveyed. (e.g. flora and vegetation, terrestrial fauna).

ISA-0001187
Index of Biodiversity Surveys for Assessments (IBSA)

Application details
Spatial information
Report details
Attachments
Review & Submit

Report details

Submitting on behalf of another person or organisation?
If the person or organisation has an account with Environment Online, the [Service Administrator can invite you](#)

Report title *
The report's full title as entered at the start of this application.
EZE Demo

Report author *
Name of the company, person or group who authored the report.

Report year *
The report's year of publication or most recent revision.
Select

Survey group *
Select one or more options that best describe all groups surveyed.
Select or search options

Survey type(s) *
Select one or more options that best describe the survey type used.
Select or search options

Does the survey data package contain conservation significant species and/or communities? *
No Yes

Do you acknowledge that any documentation you submit may be published subject to the ISA Data Licence Statement? *
Refer to [ISA guidance](#) to read the ISA Data Licence Statement.
No Yes

Do you grant third party access and use of any documentation submitted, subject to the ISA Data Licence Statement? *

Guidance
Biodiversity Surveys for Assessments (IBSA)
These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.
• [Instructions for preparing IBSA data packages](#)

Step 5 – Select survey type(s)

From the Survey type(s) dropdown, select one or more options that best describe the survey type used.

Report details

Submitting on behalf of another person or organisation?
If the person or organisation has an account with Environment Online, the [Service Administrator can invite you](#)

Report title *
The reports full title as entered at the start of this application.
EZE Demo

Report author *
Name of the company, person or group who authored the report.
[Text input field]

Report year *
The reports year of publication or most recent revision.
Select [Dropdown]

Survey group *
Select one or more options that best describe all groups surveyed.
Select or search options [Dropdown]

Survey type(s) *
Select one or more options that best describe the survey type used.
Select or search options [Dropdown]

Does the survey data package contain conservation significant species and/or communities? *
No Yes

Do you acknowledge that any documentation you submit may be published subject to the ISA Data Licence Statement? *
Refer to [ISA guidance](#) to read the ISA Data Licence Statement.
No Yes

Do you grant third party access and use of any documentation submitted, subject to the ISA Data Licence Statement? *

Guidance
Biodiversity Surveys for Assessments (IBSA)
These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.
• [Instructions for preparing IBSA data packages](#)

Step 6 – Answer compliance questions

- Conservation significance – Select *Yes* or *No* to indicate if the survey package contains conservation-significant species or communities.
- ISA Data Licence Statement – Select *Yes* or *No* to confirm whether you agree submitted data may be published subject to the ISA data licence statement.
- Third party access – Select *Yes* or *No* to confirm whether you grant third party access and use of submitted documentation.
- Click Save and then Next.

Note: Ensure your responses align with the content of your survey package, organisational policies and *Procedure: Preparing data packages for the ISA* (available on the [ISA guidance](#) webpage). Incorrect entries may delay validation.

8 Attachments

The Attachments page is where you upload supporting documents for your survey data package. These files provide the evidence and detail required for validation and assessment.

Step 1 – Prepare your documents

Ensure you have the following files ready:

- Survey report (PDF) – the main document for the submission.
- Shapefiles – All shapefiles other than the boundary shapefile, that has already been uploaded earlier under *Spatial Information* page.

- Other supporting files (e.g. data dictionaries). Note that desktop studies or database searches should not be provided.

Step 2 – Upload your files

- Click 'Add files' to browse and upload each document.
- To organise submissions, you may create a folder using 'New folder', though this is optional.
- Each attachment must not exceed 1GB in size.

Step 3 – Confirm uploads

- Once files are uploaded, they will display in the attachments list.
- Double-check that all required documents are present before proceeding.

Step 4 – Proceed to Review & Submit

- When all documents are attached, click Save and then Next.

The screenshot displays the 'Attachments' page for the 'Index of Biodiversity Surveys for Assessments (IBSA)'. The page includes a navigation sidebar on the left with the following items: Application details, Spatial information, Report details, Attachments (selected), and Review & Submit. The main content area is titled 'Attachments' and features a yellow warning box: 'Submitting on behalf of another person or organisation?'. Below this, there are instructions to attach relevant documentation, including a list of required files: Survey report (PDF), All remaining shapefiles (i.e. all shapefiles other than 1_SurveyDetails), and Other relevant supporting reports. A red box highlights the '+ Add files' button. At the bottom of the page, there are 'Previous', 'Save', and 'Next' buttons, with the 'Next' button also highlighted by a red box. A 'Guidance' section on the right provides additional information about the IBSA process and a link to 'Instructions for preparing IBSA data packages'.

9 Review & Submit

The *Review & Submit* page is the final step in submitting your survey data package. This step allows you to check all information and documents before sending them to DWER.

Step 1 – Review your submission

The page displays four sections summarising the information you have entered:

- Application details
- Spatial information
- Report details
- Attachments

Each section includes an Edit button. If you need to correct or update information, click the relevant button to return to that section page.

Step 2 – Confirm authority

Before submission, you must confirm you are authorised to submit the package:

- Tick the confirmation checkbox to agree to the declaration.
- This confirms the accuracy of the documentation and that you have delegated authority to act on behalf of your organisation.

Index of Biodiversity Surveys for Assessments (IBSA)
ISA-0001187

- Application details
- Spatial information
- Report details
- Attachments
- Review & Submit**

Review & Submit

Review the documentation and files you have provided to ensure they are correct and relevant to the survey being submitted.

- Application details
- Spatial information
- Report details
- Attachments

Confirmation

Check the box to confirm you have delegated authority for this submission and to proceed with your application.

I warrant that the documentation provided in this submission is accurate and correct, and I confirm that I am authorised and have delegated authority to submit this application and engage in communication with the department regarding this application. *

Previous Save **Submit**

Guidance

Biodiversity Surveys for Assessments (IBSA)

These instructions support the preparation and online submission of IBSA data packages as part of the assessment process under the Environmental Protection Act 1986.

- Instructions for preparing IBSA data packages

Step 3 – Submit your package

Once confirmed:

- Click Submit.
- If you are not ready to finalise, you may instead click Save to store progress and return later.

10 Submission confirmation

After you click Submit, a confirmation message will appear on screen.

You will also receive an email confirmation to the registered account, confirming the date and time of submission, and your ISA number.

Note: Keep a record of your ISA number as your own reference and for tracking status purposes.

11 Tracking status in Environment Online

You can view the status of your survey data package at any time by navigating to My environment > Survey data packages. The following statuses may appear:

- Draft – You have created the package but not yet submitted it.
- Submitted – The package has been submitted and is awaiting review.
- Pending Review – The package is being reviewed by assessment officers.
- Accepted – The package has been validated and accepted into the ISA.
- Rejected – The package was returned for correction. You will receive an email with details of what needs to be updated.

Note: Once a package is submitted, you cannot edit it. If corrections are required, you will be notified and guided on the next steps.

12 Notifications

You will receive automated email notifications for key updates, including:

- when your package is submitted
- when your package is accepted
- if your package is returned for correction.

Make sure your email address linked to EO is current to ensure you don't miss any updates.

13 Support and troubleshooting

If you encounter any issues or require additional help while using this guide, there are several support options available to assist you.

Account and Login

For help with accessing your account, resetting your password, or resolving login error, a self-service guide is available on [Environment Online - Get started](#).

Guidance and help materials

Refer to the [ISA guidance](#) page for links to:

- *Procedure: Preparing data packages for the Index of Surveys for Assessments*
- templates
- reference guides.

A wide range of related materials, resources and user guides are available on the [Environment Online website](#). We encourage you to explore these for further guidance.

Contact support

For EO technical or system-related assistance, you can reach out to our support team during business hours 8.30 am – 4.30 pm, Monday to Friday via [Environment Online - Support](#) and select your support type enquiry.

Submit feedback or issues

You can also log issues, suggestions or feedback through the [Environment Online - Issues and feedback](#) by selecting your enquiry type. This helps us improve and address common challenges faced when using the system.

