

Obtaining STOMP Access

1. ONEOK employees are typically entered into the system manually based on applicability and their hierarchy within the project.
2. Contractors will be given access to STOMP via an access request and approval process.
3. In order to request STOMP access, users will need specific project information which will be provided by a ONEOK ESH Professional. Below is an example of the project information needed:
 - Venture
 - Project
 - Spread
 - Link to ONEOK STOMP Landing Page
 - Passcode
4. To request access to STOMP, go to <http://www.oneok.com/stomp>. Select “*STOMP User Access Request*” then click on “Request Access to STOMP”.
5. Enter the passcode for the project you wish to gain access to then submit. You will be directed to another screen where you will need to fill out all form fields and check the applicable project(s).
6. Once submitted, you will receive an auto-generated confirmation email stating that your request has been submitted. The ESH team will then log in and approve or reject requests.
7. Upon approval, you will receive an email with your login credentials and the link to log into STOMP. (**Note:** Be sure to check your junk or spam inboxes for the email containing your login credentials.)

Resetting your password

1. In the event you are unable to log into STOMP with the login credentials provided, go to <http://www.oneok.com/stomp>. Select “*STOMP User Access Request*” then select “*Reset my password*” in the top right corner of the screen. Enter your username and click Submit. You will then get a notification that your request was sent.
2. Check your email for a link to reset your password. (**Note:** The link will expire within 24 hours or upon clicking on the link. If the link expires, the user will have to repeat this process.)
3. Upon clicking the link, you will be directed to another page to reset your password. Enter a password that can easily be remembered. The password must match before you are able to submit. Once the password is reset, you will be provided with link to log into STOMP with your new password.