



Create an Account in OIM

A video of these instructions can be found on the [Oregon State Archives YouTube channel](#)

To access the Oregon Administrative Rules Database (OARD) you are required to have an account set up in Oregon Identity Management (OIM) and a [Rules Coordinator and Delegation of Rulemaking Authority Form](#) on file with the Administrative Rules Unit.

1. Sign up here <https://secure.sos.state.or.us/oim/security?oimAction=login>
2. Click **Sign Up now** on the left side of the screen.

Oregon Secretary of State

Oregon Secretary of State Secure Access System Apr 28, 2025 10:18 AM

Login
Sign Up now
Forgot Password
Forgot User Name
FAQs
Contact us
Privacy Policy

Enter your user name and password to login

User Name

Password

Login

Welcome to the Oregon Secretary of State Secure Access System. You have been directed here because you are trying to perform functions within the Secretary of State applications that require us to identify and authenticate before allowing you to access data.

The Sign Up Now button on the navigation bar to the left allows new customers to register and get a user name and password.

Returning customers can logon by entering their user name and password above.

There is also a Frequently Asked Questions or FAQ, a Contact Us and our Privacy Policy that provides the details concerning how we will use your personal information.

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- Fill in your information. Fields in bold are required. The **User Name** is also what is referred to commonly as the "OIM". Make sure to write down your username and password. And click **Submit** when all the fields are filled out.

Sign Up Now Required fields are **BOLD**

First Name MI
Last Name
Address

City, State , Oregon
Zip -
 Work Phone Ext
 Home Phone
E-mail Address
User Name
Minimum of six characters from A-Z and 0-9. No spaces or special characters. Your username is your unique identifier to all Secretary of State applications. Once registered, it cannot be changed.
Password
Case sensitive. Minimum of eight characters with at least one numeric digit.
Confirm Password
The following information will help us verify your identity if you call for assistance with your account. We will read the question to you and expect you to respond with the answer entered.
Select Question ▼
Answer
Confirm Answer

- Be sure to select **Oregon Admin Rules** on the application list. Click **Submit** at the bottom of the form when complete. You will have to click **Submit** once on the screen below and once more on the next

Welcome [redacted] to Oregon Secretary of State Secure Access System Apr 28, 2025 12:58 PM

Home
 My Profile
 Change Password
 Application Mgmt
 FAQs
 Contact us
 Privacy Policy
 Sign Out

Choose ONE application from Your Selected Applications
 OR
 Choose ONE application from Additional Applications.
 Then choose "Submit" and you will be asked for additional information regarding the application.
 Choose "Cancel" to return to the home screen.

Your Selected Applications

- Oregon Admin Rules

Additional Applications

- Historic Records System
- OR Historical Records Index
- Oregon Business Registry
- ORESTAR (Elections Reporting)
- TESTSTAR
- Uniform Commercial Code

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screen before the request for access is fully submitted.

5. To get rules coordinator access, submit a filled-out [Rules Coordinator and Delegation of Rulemaking Authority Form](#) by email to adminrules.archives@sos.oregon.gov or you can mail the form to Administrative Rules Unit, Oregon State Archives, 800 Summer Street NE, Salem, OR 97310.
6. Our staff will give you access to OARD after we receive the form. Usually this happens on the same business day but could take up to 5 business days.
7. Once you have access you will see OARD after logging in:

