STATE OF WISCONSIN
DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

ELECTRONIC LICENSING AND SAFETY APPLICATION

Kim Schmitt
Section Chief – Division of Industry Services
Bureau of Field Services

Background

- 25 years of Operations Management with multiple sites
- Facilities, delivery, customer service
- 6+ years with DSPS
- Supervise state & 3rd party inspectors
- Manage the permit process and plan review
- Elevators, Boilers, UPVs, Refrigeration, Gas Systems, Mines
- Code interpretation and development

eSLA

eSLA Mission Statement

The mission of the eSLA project is to help DSPS make it easier to do business in Wisconsin and protect its citizens by designing and implementing an innovative and customer-centered solution.

Implementation:
June 2019 Boilers, UPV, Rfg, Gas
April 2021 Elevators, Mine Safety

Topics:

- Creating an eSLA Log in
- Associating Log in with your account
- Permit process
- Public Lookup

Creating an eSLA Login

esla.wi.gov

eSLA requires Google Chrome browser to work properly. Please download Google Chrome browser to continue. <u>Click Here to download</u>

An eSLA log in is necessary if you want to easily view permit status, receive and pay invoices, receive notifications, and print permits to operate (PTO)

If you simply want to view permits the Public Lookup may be a better option that does not require a log in

eSLA Log in Page

A. First-Time eSLA User Account Setup

Watch the eSLA Customer Portal Log In video for a quick walkthrough

If the school has previously done business with the Department, click existing DSPS Customer button

DSPS CUSTOMER

If you have never done business with the Department, select New DSPS Customer button

NEW DSPS CUSTOMER

First Time eSLA User

Create Account

If you currently hold or previously held a credential or have conducted business with the Department, please create an account by clicking here.

DSPS CUSTOMER

If you have never held a credential or conducted business with the Department, please create an account here.

NEW DSPS CUSTOMER

Existing eSLA Users

Login

* Email

* Password

LOGIN

Forgot Password?
Forgot Email?

How to Use eSLA - To set up your eSLA account, first complete section A below and then associate any business accounts following steps in section B. Once you complete the initial eSLA account setup in section A, log in as an existing user to the right of the eSLA Customer Portal page every time you return.

A. First-Time eSLA User Account Setup

Watch the eSLA Customer Portal Log In video for a quick walkthrough or complete the steps below.
If you have previously done business with the Department, follow the **Existing DSPS Customer** steps:
1. Go to the eSLA Customer Portal at https://esla.wi.gov.
2. Create a new account by selecting the **Existing DSPS Customer** button.
3. Select **Obtain Security Code** to link your existing data from the old system to eSLA.
4. Submit the email linked to your DSPS account, or submit your social security number.
5. After you receive your code, return to the previous page to create your new account.

If you have never done business with the Department, select **New DSPS Customer** and enter your information to create a new account.

B. Adding a Business Account in eSLA

Watch the Add a Business in eSLA video for a walkthrough or complete the following steps:
1. Go to the eSLA Customer Portal at https://esla.wi.gov.
2. Log in to the right of the page under "Existing eSLA Users" by entering the **email** and **password** you used to create your account in section A above.
3. Hover over your name in the top right corner of the "Dashboard" page, and select **Manage Business**.
4. Add an existing business that has been registered with the Department previously by selecting the down arrow to expand the "Add Existing Business" section.
5. Select **Obtain Security Code**, then select **Email** or **FEIN** to enter the email/FEIN for the business and have the security code sent to the business' email address on file.
6. Once you receive the security code, enter it in the **Security Code** field of the "Add Existing Business" section and select **Submit**.
7. On the prompts that appear, select **Continue** to proceed with the process, select **Submit** to begin the user upgrade, and select **Return to Dashboard** once finished.
8. Navigate to the **Manage Business** page to view the business account(s) added in a "Current Business(es)" table at the top of the page.
9. Add a new business not previously registered with the Department by selecting the down arrow to expand the "Add New Business" section.
10. Enter the business' details in the fields provided and select **Submit** to create the business account.

Personal Identification Information

eSLA is utilized for credentialing of licenses and therefore requests PII info such as Social Security number and Birth Date

If you do not hold a credential (teaching license, electrician's license, etc.) you can select No - I do not have an active credential to opt out of providing those items

eSLA

Email address options

Permit Contact - receive notifications , pay invoices, print permits
Admin – view permits & status

You can create the log in using an individual email or group email

If you hold a credential – it is suggested that you have a separate credential log in using your personal email: kschmitt@yahoo.com

Use work email for eSLA permit log in: kim.Schmitt@wi.gov

A group email address may be utilized: dspssbelevatortech@wi.gov

Associating your log in with your account

If your school has previously received permits from DSPS it is not necessary to create a new account

Email kim.schmitt@wi.gov
If you are to be set up as the permit contact

B. Adding a Business Account in eSLA

Watch the Add a Business in eSLA video for a walkthrough or complete the following steps:

1. Go to the eSLA Customer Portal at https://esla.wi.gov.
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Permit Process (elevators, boilers, refrigeration)

120 days prior to PTO expiration email notification is sent to the permit contact
- If there is a contact set up with a log in

EC-099909341-PTOCC is due for the annual inspection required by Wisconsin Administrative Code. Inspection must be performed by an inspector licensed by the State of Wisconsin prior to the Permit to Operate (PTO) expiration date. The issuance and renewal of a PTO is contingent upon a compliant inspection.
Owner Responsibilities:

- Contact the assigned inspector or inspection company to schedule the inspection prior to PTO expiration. Inspections may be performed up to 120 days prior to the PTO expiration date. It is recommended that the inspection be performed at least 30 days prior to expiration to allow time to reconcile potential compliance issues.
- Comply with all orders issued as a result of authorized inspections. Every order will include a compliance date which allows a reasonable amount of time to correct issues while allowing the conveyance to be utilized.
- Login to your eSLA account at https://esla.wi.gov/PortalCommunityLogin to update owner, address, site, facility and insurance information.

Per Department records your assigned inspection agency is: NEIS C

eSLA

Permit Process (elevators, boilers, refrigeration)

Inspection company performs the inspection and submits it to eSLA

Permit Contact receives email notification of PTO fee ($50)

An additional fee was generated for the Permit EC-099909341-PTOCC.
When you are ready to make a payment, you may log into the eSLA portal
at https://eSLA.wi.gov to complete payment and allow your application to
be processed.

Permit Process (elevators, boilers, refrigeration)

Payment of fee updates permit expiration date and status

Overnight processing emails contact a pdf of the PTO

PTO may also be printed from eSLA Dashboard

Attached please find the Permit to Operate (PTO) for:

Permit Number: EC-039820752-PTOCC

Permit Type: Commercial Conveyance PTO

Project: RIDGEVIEW HIGHLAND APTS

STATE OF WISCONSIN
DEPT OF SAFETY & PROFESSIONAL SERVICES

PERMIT TO OPERATE

PERMIT FOR: Miniature or Electric Boiler
PERMIT No.: PVS-090603118-PTOB3Y
TAG No.: B0082555

Mfg: PATTERSON-KELLEY; 160.0 Max Working Pressure Allowed

Service Agent:

LIBERTY MUTUAL INSURANCE
1900 Westwood Dr.
Wausau WI 54401
Phone: 7158478502
Inspector Name: Mark Williams

EXPIRATION DATE

03/16/2024

This permit is to certify that the regulated object (equipment/installation) described herein meets the applicable standards of installation/operation of the Wisconsin Administrative Code, Ch. SPS 341 . This may be rescinded for failure to maintain compliance with applicable codes and Statutes or failure to renew permit. Post as established by Wisconsin Administrative Rule.

ISSUED TO (owner/owner's agent)

CURTIS MOLDENHAUER
STATE OF WISCONSIN - WAUK SOB
141 NW BARSTOW ST
WAUKESHA, WI 53186
141 NW BARSTOW ST

SITE ID: 617435

WISCONSIN STATE OFFICE BUILDING
141 NW BARSTOW ST, WAUKESHA
Location on Property: Old Boiler Room

Permits must be kept on site and available for inspection at all times. Post as established by Wisconsin Administrative Rule.

ACCIDENTS MAY BE REPORTED BY CALLING (608) 266-2112 OR (800) 943-0003.
SDB-252 (R 8/11)

Permit Process (elevators, boilers, refrigeration)

120 days prior to PTO expiration email notification is sent to the permit contact

Inspection company performs the inspection and submits it to eSLA

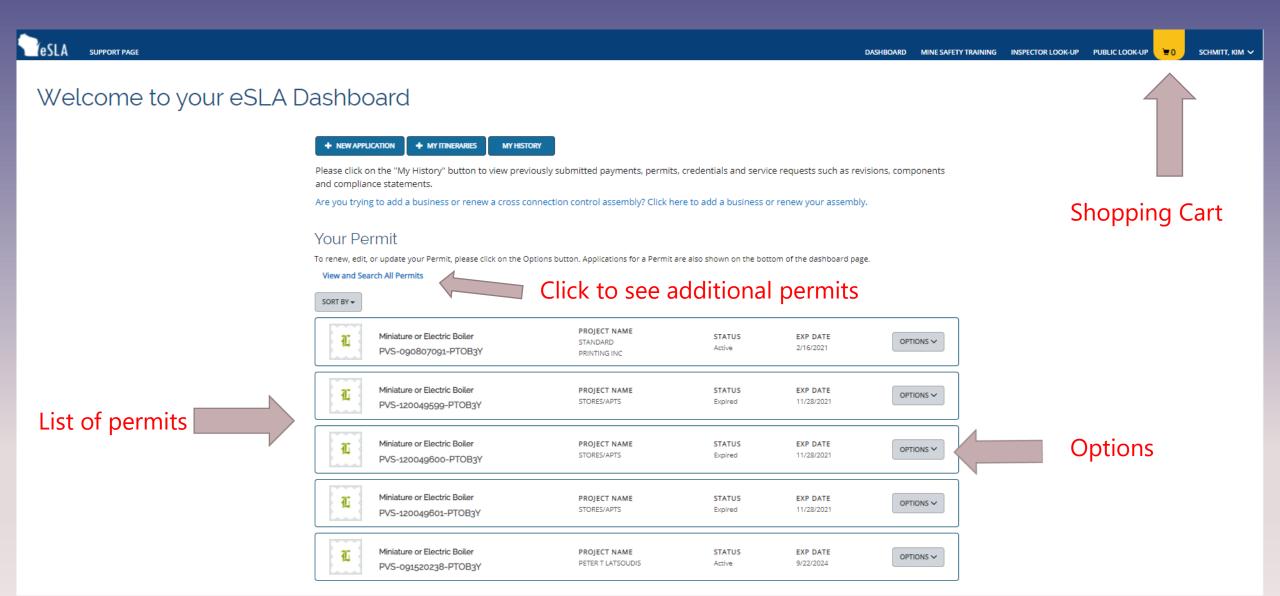Permit Contact receives email notification of PTO fee ($50)

Payment of fee updates permit expiration date and status
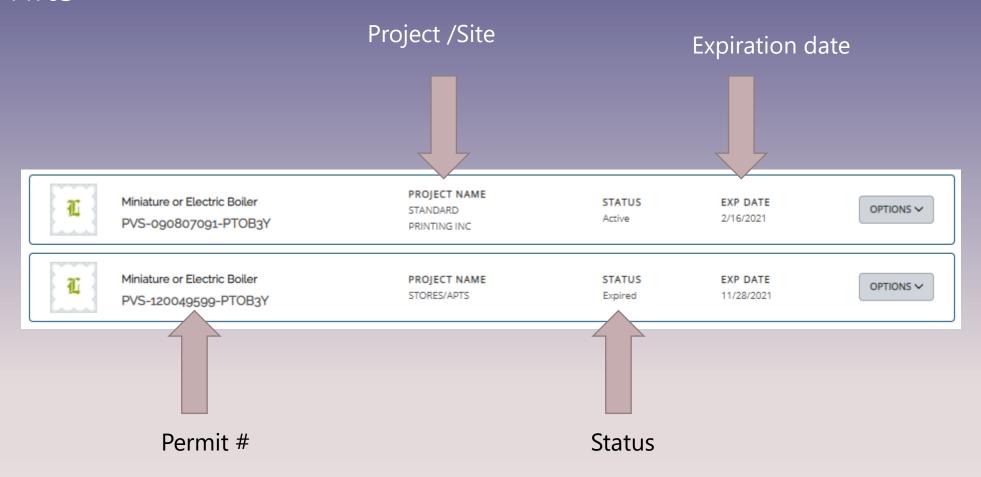
Overnight processing emails contact a pdf of the PTO

PTO may also be printed from eSLA Dashboard

eSLA Dashboard

Permits

Project /Site

Expiration date

	Miniature or Electric Boiler PVS-090807091-PTOB3Y	PROJECT NAME STANDARD PRINTING INC	STATUS Active	EXP DATE 2/16/2021	OPTIONS ⌄
	Miniature or Electric Boiler PVS-120049599-PTOB3Y	PROJECT NAME STORES/APTS	STATUS Expired	EXP DATE 11/28/2021	OPTIONS ⌄

Permit #

Status

Permit Options

Print additional copies of PTO

Submit Accident Report Online
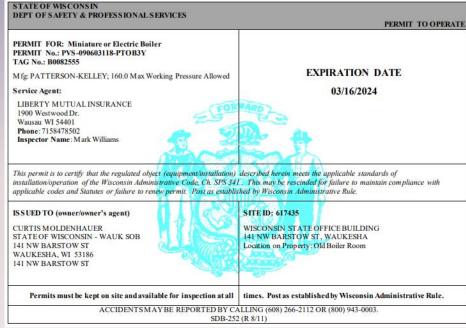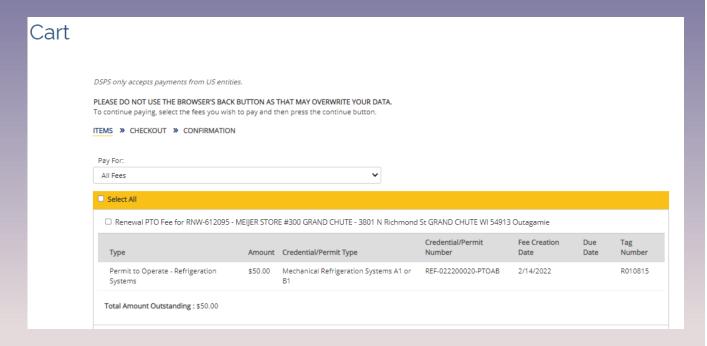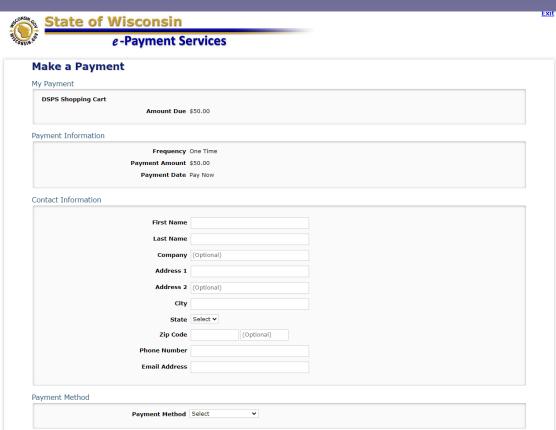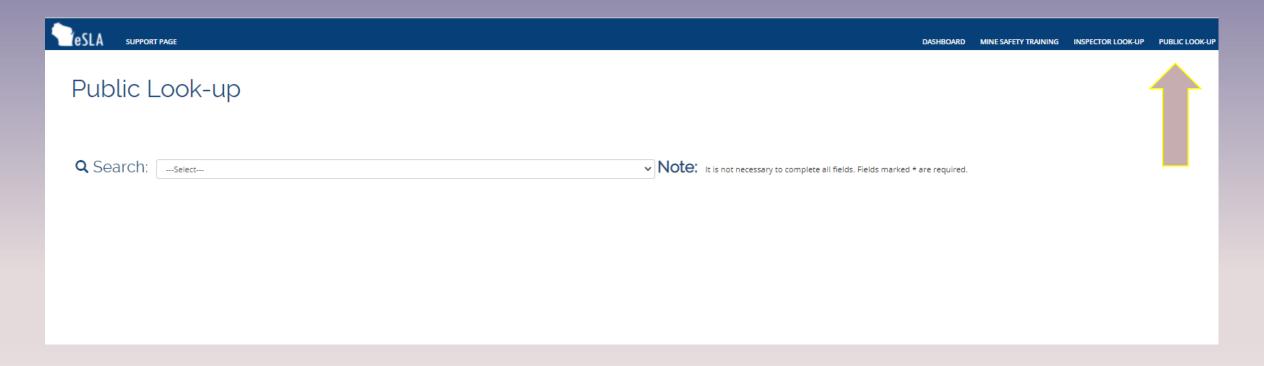
Shopping Cart

Clicking on the shopping cart opens fee section, after selecting which fees to pay the online payment portal opens allowing to pay via Credit Card or check

Public Lookup

Can be accessed at esla.wi.gov and does not require a log in

Public Lookup

Search by any of the options and click SEARCH button

Public Look-up

🔍 Search: [Permits ▾] **Note:** It is not necessary to complete all fields. Fields marked * are required.

* Program Area
[Boiler & Unfired Pressure Vessels ▾]

Select Permit Type
[Check one or multiple boxes ▾]

Select Application Type
[--None-- ▾]

Status
[---Select-- ▾]

Plan Review, Permit, Serial or Object Number
[ ]

Expiration Date
[mm/dd/yyyy]

Business Name
[Wisconsin]

Doing Business As
[ ]

Alias
[ ]

Last Name
[ ]

First Name
[ ]

Middle Name
[ ]

Street
[Barstow]

City
[ ]

State
[---Select-- ▾]

[▾]

County
[---Select-- ▾]

Site Id
[ ]

National Board Number
[ ]

Search by Tag number
[ ]

Locked and Vacant?
[▾]

[SEARCH] [DOWNLOAD]

Public Lookup

List is displayed

Account Name	Plan Review or PTO#	Serial #	External ID #	Status	Expiration Date	Location	Street	City	County	
CARROLL UNIVERSITY	EC-111535657-PRNC		PR_2628079	Conditionally Approved	11/13/2017		101 N BARSTOW ST	WAUKESHA		View Details
CARROLL UNIVERSITY	EC-030729846-PRNC		PR_1372531	Conditionally Approved	3/8/2009		240 N BARSTOW ST	WAUKESHA		View Details
CARROLL UNIVERSITY	EC-032039330-PRNC		PR_3302162	Conditionally Approved	3/19/2022		316 N Barstow St	Waukesha	Waukesha	View Details
CARROLL UNIVERSITY	EC-061837877-PRNC		PR_3118077	Conditionally Approved	6/15/2020		221 N BARSTOW ST	WAUKESHA		View Details
Otis Elevator Company	DIS-042123453			Withdrawn			141 NW BARSTOW ST	WAUKESHA		View Details
SCOTT APPLEBY	EC-012139878-PRPV		PR_3344440	Conditionally Approved	1/25/2023		141 NW BARSTOW ST	WAUKESHA		View Details
STATE OF WISCONSIN DOA	EC-030241256-PRNC		PR_711336	Conditionally Approved	3/28/2004		141 NW BARSTOW ST	WAUKESHA		View Details

Showing 1 to 7 of 7 entries

Previous | 1 | Next

SEARCH **DOWNLOAD**

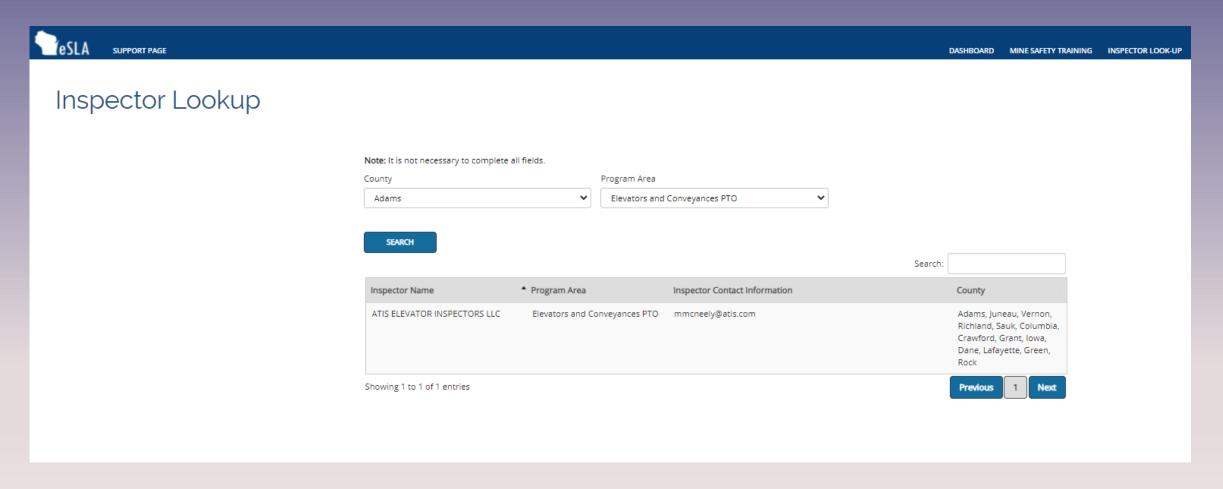## Download will send list w/details to an Excel file

Public Lookup

View Details

CARROLL UNIVERSITY

Current Date & Time 02/15/2022 12:38 PM

🖶 Printer Friendly Version

Status Active	**Sub-Status**	**Application Type** Permit to Operate
Permit Type Heating Boiler	**PTO/Plan Review Number** PVS-122200781-PTOHB3Y	**Site ID** 805848
Regulated Object ID	**Customer ID** ACT-0000-015510	**Owner Name**
Building Name CARROLL UNIVERSITY - VAN MALE FIELD HOUSE	**Tag Number** B0111822	**Nationalboard**
Location on Property Boiler Room	**Serial Number** 65633296	**Primary Contact** Heffernan, Tom
Primary Contact Phone (262) 524-7340	**Issue Date** 12/29/2021	**City** Waukesha
State WI	**Country** United States	**Zip Code**

Equipment Detail

Boiler Type FT	**Boiler Use** HW	**Container Capacity** 6350
Conveyance Type Heating Boiler	**Firing Method** A	**Fuel Source** NG - Natural Gas
Installation Date 10/19/2020	**MAWP** 160	**Manufacturers Name** THERMAL SOLUTIONS

Public Lookup – Inspector Lookup

Search by County & Program Area
* Lists default inspection company if no private contract is in place

Inspector Lookup

Note: It is not necessary to complete all fields.

County

| Adams ▾ |

Program Area

| Elevators and Conveyances PTO ▾ |

SEARCH

Search: [   ]

Inspector Name	▲ Program Area	Inspector Contact Information	County
ATIS ELEVATOR INSPECTORS LLC	Elevators and Conveyances PTO	mmcneely@atis.com	Adams, Juneau, Vernon, Richland, Sauk, Columbia, Crawford, Grant, Iowa, Dane, Lafayette, Green, Rock

Showing 1 to 1 of 1 entries

Previous **1** **Next**

Excel Download

Project /Site	Number	Tag Number	Status	Sub Status	Expiration Date	Location on Property
HIGH SCHOOL	EC-071203137-PTOCC	1288046	Active	Additional Fee Required	1/2/2022	HEDBERG LIBR
FIELD HOUSE	EC-010324662-PTOCC	27117	Active	Additional Fee Required	1/2/2022	HEDGERG LIBR
HIGH SCHOOL	EC-051604866-PTOCC	1509141	Active	Pending Inspection	1/2/2022	JAC FINE ART CHAPEL
LIBRARY	EC-110224663-PTOCC	27118	Active	Additional Fee Required	1/2/2022	JOHNSON HALL
HERK ELEMENTARY	EC-100426657-PTOCC	27473	Active	Additional Fee Required	1/2/2022	LENTZ HALL
HERK ELEMENTARY	EC-110224664-PTOCC	27119	Active	Additional Fee Required	1/2/2022	MADRAGANO
HERK ELEMENTARY	EC-010324665-PTOCC	27120	Active	Additional Fee Required	1/2/2022	MADRAGANO
BOSS MIDDLE	REF-070104195-PTOAB	R010293	Active		10/26/2022	MADRIGRANO HALL
BOSS MIDDLE	REF-101001126-PTOAB	R010600	Active		10/6/2022	Oaks-1 Bldg
ST CATS HS	EC-030901795-PTOCC	1166424	Active	Additional Fee Required	1/2/2022	Oaks-1 Bldg
ST CATS HS	EC-041203136-PTOCC	1288044	Active	Pending Inspection	1/2/2022	Oaks-2 Bldg
ST CATS HS	EC-120902339-PTOCC	1211633	Active	Pending Inspection	1/2/2022	Oaks-2 Bldg
HIGH SCHOOL	EC-121203537-PTOCC	1344497	Active	Pending Inspection	1/2/2022	OAKS-3

Can be sent upon request to assist in organizing accounts & permits

PERMIT # 's

REF-070104195-PTOAB
REF-101001126-PTOAB
EC-030901795-PTOCC
EC-041203136-PTOCC
EC-120902339-PTOCC
EC-121203537-PTOCC
EC-101203200-PTOCC
EC-029913467-PTOCC
PVS-089834085-PTOB3Y
PVS-069934086-PTOB3Y
PVS-089834087-PTOB3Y

REF – Refrigeration units / chillers

EC- elevators / lifts / dumbwaiters

PVS – boilers / pressure vessels

GS – gas systems (LP, LNG)

STATE OF WISCONSIN
DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

THANK YOU

kim.schmitt@wi.gov

262-524-3950