

# Quick Reference Guide: How to accept a RAM authorisation

The Australian Government's Relationship Authorisation Manager (RAM) allows you to link your digital identity to your business, to authorise others to act online on behalf of your business, or to accept or decline a request to act online for a business. This guide shows you how you can accept a RAM authorisation.

1. Ask your organisation's Principal Authority or Authorisation Administrator to authorise you in RAM.

*NOTE: You have **seven days** to accept a RAM authorisation. Visit [info.authorisationmanager.gov.au](http://info.authorisationmanager.gov.au) to learn more.*

2. Check your email for your RAM authorisation request and code.
3. Go to [authorisationmanager.gov.au](http://authorisationmanager.gov.au)
4. Click on the 'Login with myGovID' button.

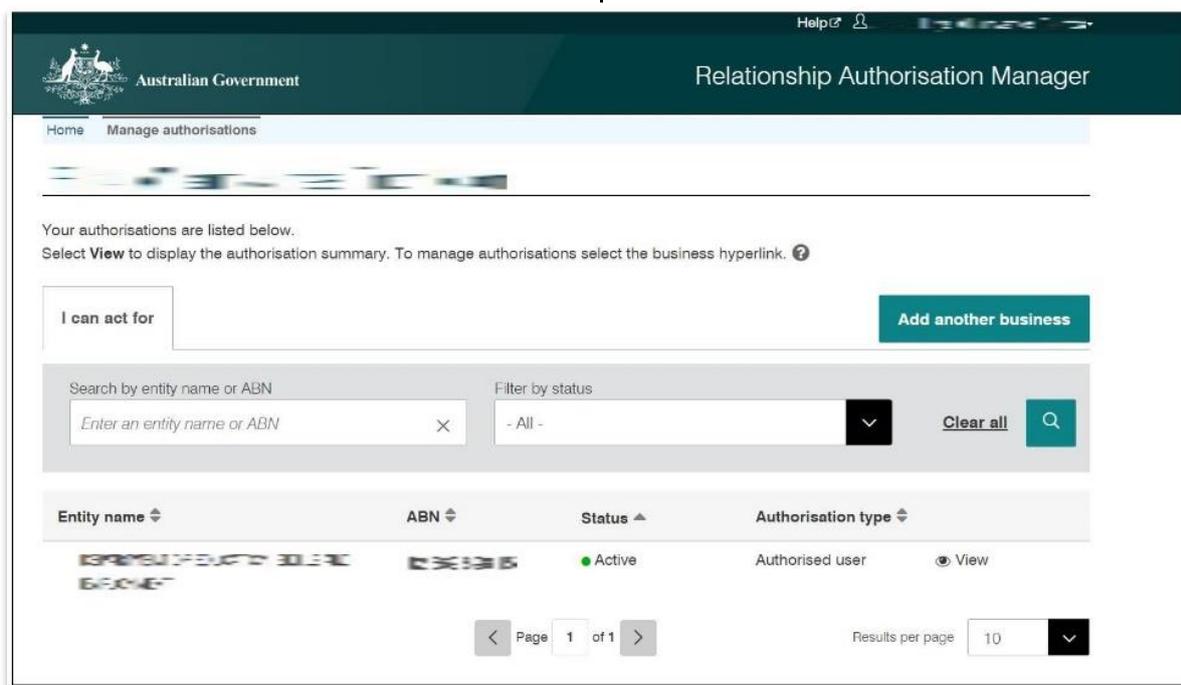
5. Follow the myGovID login directions displayed on screen.

**RESULT:** You will be logged into RAM.

6. Locate the authorisation request for your business in RAM.

7. Use your authorisation code from your email to accept the authorisation request.

**RESULT:** You are now authorised in RAM to act on behalf of your business.



# Support

See our other help and support materials including the Troubleshooting myGovID and RAM Fact Sheet.

For assistance with ADMS, contact the National Customer Service Line (NCSL) on **1800 020 108**.

For feedback on this quick reference guide, contact [ADMSEngagement@dese.gov.au](mailto:ADMSEngagement@dese.gov.au)