

California Safe Cosmetics Program

For Cosmetics Companies - How to Create an Account for the Safe Cosmetics Reporting Portal

1. Go to <https://cscpsubmit.cdph.ca.gov>. **Do not use Internet Explorer.** Chrome and Firefox are best for this website.
2. Enter your contact information and click “Continue”. If you already have a Microsoft Azure account associated with your email, you should use login credentials for that account or reset your password if you cannot remember it.
3. Check your email (inbox and spam folders) for a confirmation email from Microsoft Azure. Click the “Accept Invitation” link in the email.
4. The email link will verify your account with CDPH. Follow the link and remaining prompts to log in to your new account. Each person at your company who wishes to report products should create their own individual account and not share their credentials. You will be able to see and edit products reported by other users for your company.
5. The next step to be able to report products is to link your company to your new account. Multiple users can link to the same company. To link your company, follow the instructions on the next page.

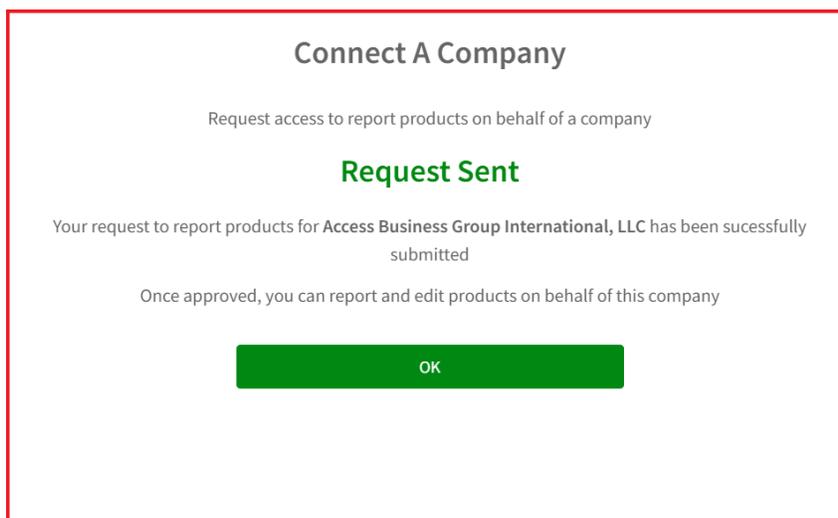


Visit www.cdph.ca.gov/Cosmetics or email SafeCosmetics@cdph.ca.gov for more information.

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For Cosmetics Companies - How to Link Your Company to Your Account

1. Log into your account on <https://cscpsubmit.cdph.ca.gov>.
2. Click on the "My Companies" tab in the column on the left.
3. Click on the green "Connect a Company" button.
4. Click on the drop down menu to find your company or type your company name in the search bar. If your company is not already in our database, click on the "Email us to add a company" link to request that it be added.
5. If you found your company, select the name and click continue. This will send a request to our staff. Once you see this screen below, you have completed the process and will be informed once the request is approved.



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