

Interagency Physical Inspection Alignment Initiative

Web Access Security System (WASS) IDs

1. In order to access HUD Secure Systems to download REAC inspection reports, the first step is to obtain a WASS ID.

If your Housing Finance Agency (HFA) does Project-Based Contract Administration (PBCA) work, register for a Multifamily “M” ID; registration can take up to two weeks to receive in the mail if you are a coordinator. If your agency does not already have one, please be sure to sign up as a coordinator; here’s the [link to register](#).

If your HFA does not do Performance-Based Contract Administration (PBCA) work, register for an Independent “I” ID, which can take up to 24 hours to receive via email. Registration for this type of ID can be [found here](#).

IMPORTANT: A WASS User ID will become inactive if it’s not used for 90 days. If this occurs, call the Technical Assistance Center (TAC) at 1-888-245-4860 to reactivate. When accessing secure systems, please use Internet Explorer as your browser and enable compatibility view. Compatibility view can be accessed in the “tools” dropdown list in Internet Explorer, then check the box to select “display all websites in compatibility view.”

2. Once you obtain a WASS ID, you can request access to the following secure systems:
 - a. [Integrated Real Estate Management System \(iREMS\)](#)

This HUD Multifamily system will allow you to download inspection reports and access certain financial data. For instructions and guidance on how to use the system, click to access the [iREMS User Guide for Contract Administrators](#).

If an agency has a coordinator for iREMS, that individual can grant access to other users who have WASS IDs. New users can send the following information to their iREMS coordinator:

Name, WASS ID, email, agency name, and the HUD property IDs you need to access. When submitting this information, you should also cc the WASS liaison [Jordan Ghasemi](#) and the Alignment Initiative Operational Lead, [Sylvia Nelson](#) so that the user can be associated with and gain access to the properties that belong to your agency.

- b. [Physical Inspection Assessment Subsystem \(PASS\)](#)

This system will allow your Master Scheduler to schedule inspections. Master Schedulers are responsible for scheduling inspections for a Servicing Mortgagee.

To register as a Master Scheduler Coordinator for your HFA as a Servicing Mortgage, email [Doug Walters](#) with full name, agency, and “M” ID, requesting access to PASS as a Master Scheduler.

For non-coordinator users, ask the agency coordinator for access to PASS.