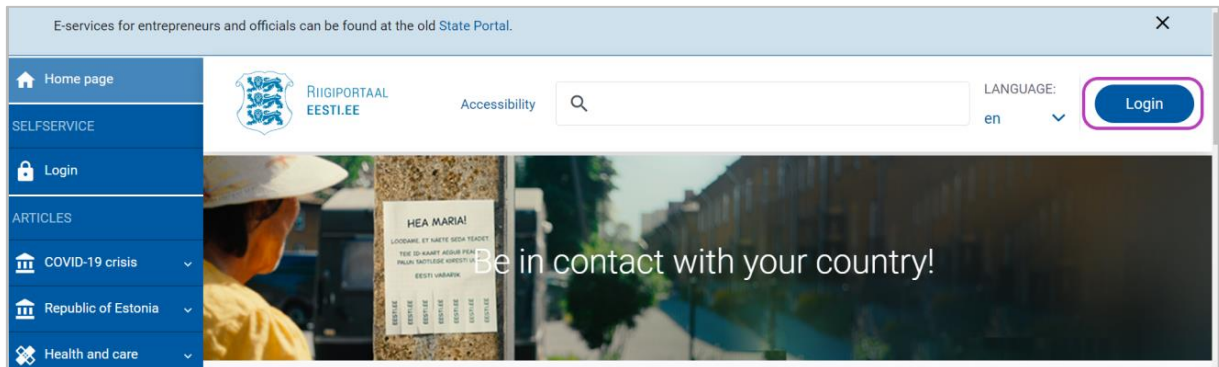
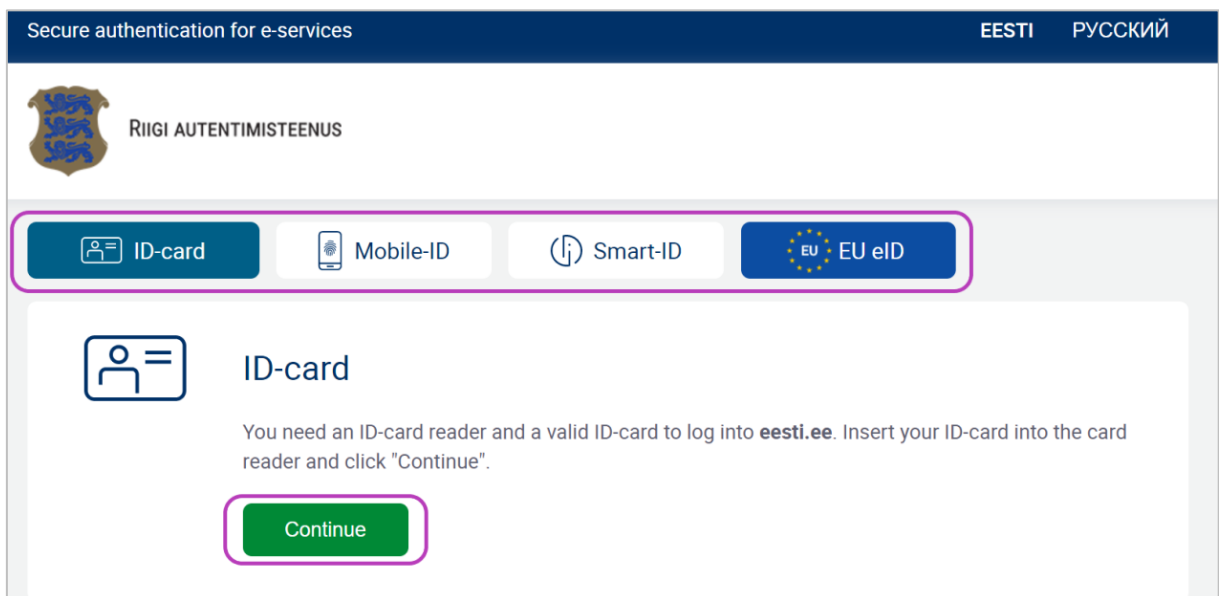


## Granting access rights:

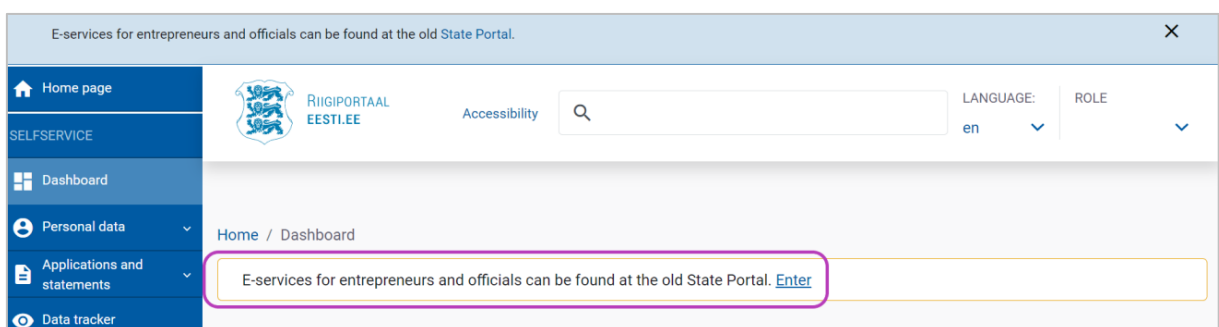
- Enter to State Portal: <https://www.eesti.ee/en>



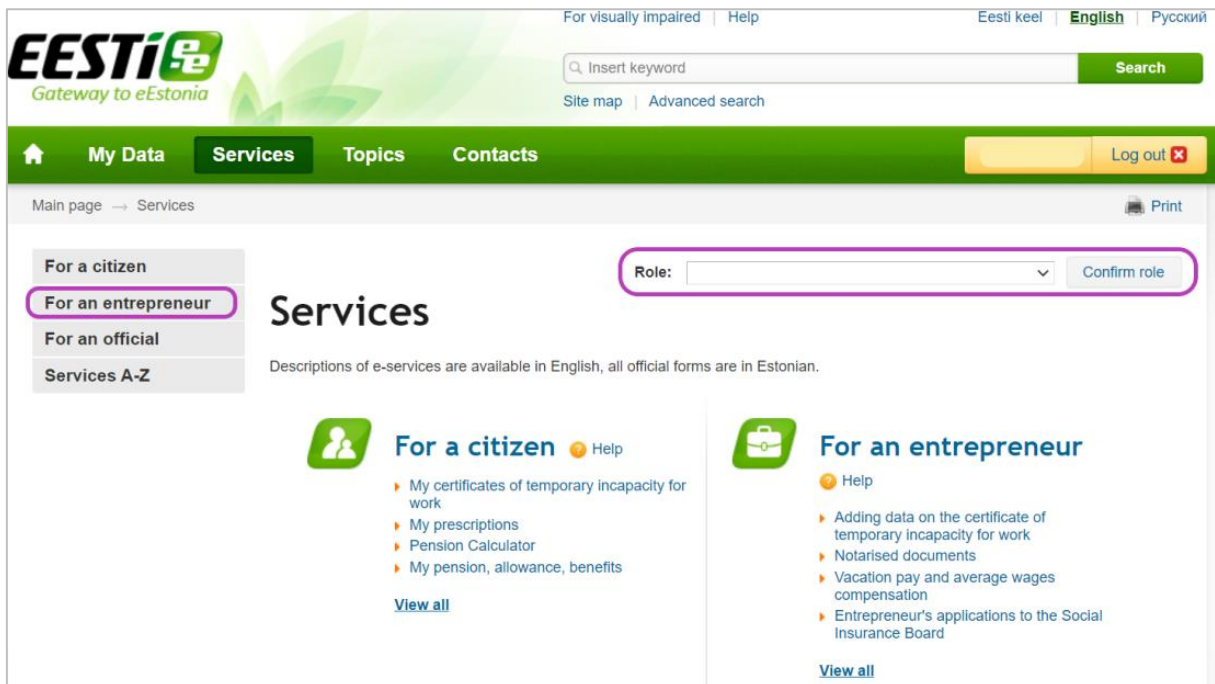
- Select the method of signing in and press „Continue“



- Go to the old State Portal, press „Enter“

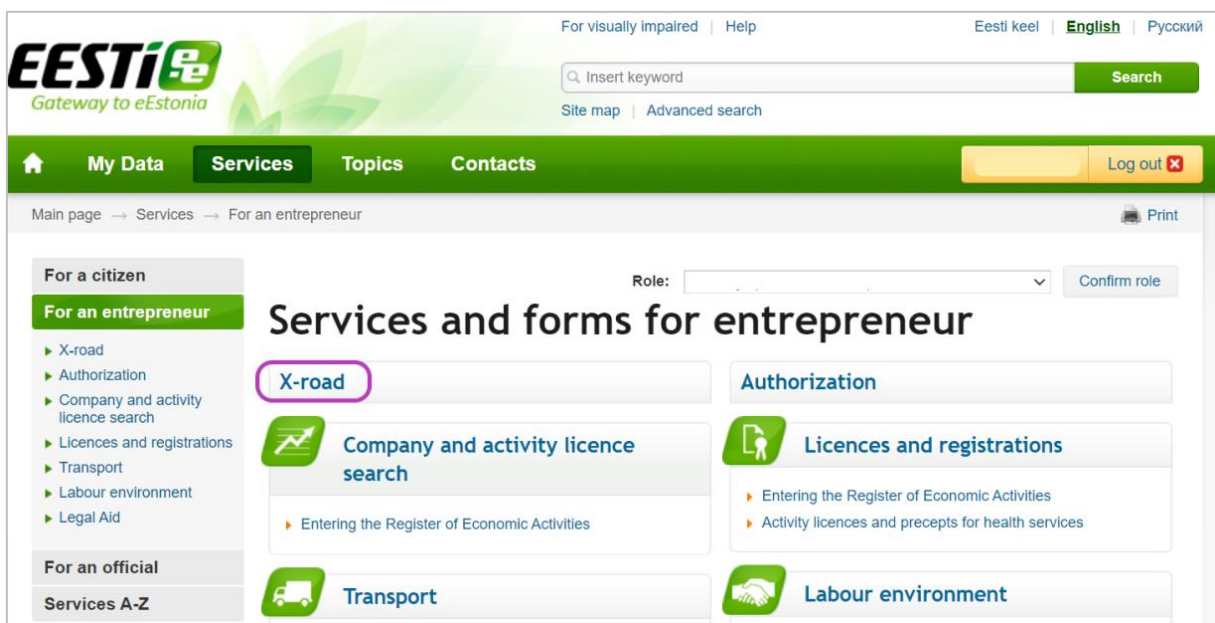


- Choose the representative („Role) and press „Confirm role“
- Select a subdivision „For an entrepreneur“



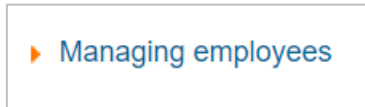
The screenshot shows the EESTI.e Gateway to eEstonia website. The top navigation bar includes 'My Data', 'Services', 'Topics', and 'Contacts'. The 'Services' page is selected, and the 'For an entrepreneur' option is highlighted in the left sidebar. A 'Role:' dropdown menu is visible, and a 'Confirm role' button is next to it. The main content area displays 'Services' with a description: 'Descriptions of e-services are available in English, all official forms are in Estonian.' There are two main sections: 'For a citizen' and 'For an entrepreneur'. The 'For an entrepreneur' section lists services such as 'Adding data on the certificate of temporary incapacity for work', 'Notarised documents', 'Vacation pay and average wages compensation', and 'Entrepreneur's applications to the Social Insurance Board'.

- Select „X-road“



The screenshot shows the EESTI.e Gateway to eEstonia website. The top navigation bar includes 'My Data', 'Services', 'Topics', and 'Contacts'. The 'Services' page is selected, and the 'For an entrepreneur' option is highlighted in the left sidebar. The 'X-road' option is highlighted in the main content area. The main content area displays 'Services and forms for entrepreneur' with a description: 'Descriptions of e-services are available in English, all official forms are in Estonian.' There are four main sections: 'X-road', 'Authorization', 'Company and activity licence search', and 'Licences and registrations'. The 'X-road' section lists services such as 'Entering the Register of Economic Activities'. The 'Authorization' section lists services such as 'Entering the Register of Economic Activities' and 'Activity licences and precepts for health services'. The 'Company and activity licence search' section lists services such as 'Entering the Register of Economic Activities'. The 'Licences and registrations' section lists services such as 'Entering the Register of Economic Activities' and 'Activity licences and precepts for health services'.

- Select the appropriate representative and press „*Managing employees*“



- From next page choose „*Add new employee*“



- Fill in the employee details


### Employee data


\* Name of the position:


\* Personal code


Forename:

Surname:

Employed since:  

Employed until:  

Administrator  

Service manager  

- Mark usage rights of services by choosing “Eesti Haigekassa” and press “Add an employee”

### Usage rights of services

[Mark all services](#)

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- Eesti Haigekassa
- Eksamite Infosüsteem
- Liikluskindlustuse fond
- Maainfosüsteem
- MaalS kliendivaade
- Majandustegevuse register
- Metsaressursi arvestuse riiklik register
- Notariaalsete toimingute register
- Ohutu tööelu infosüsteem
- Pensionikindlustuse register
- Riiklik alkoholiregister
- Sihtasutus Innove
- Sotsiaalkindlustusameti uued e-teenused
- Terviseameti iseteenindus
- Täitemenetluses osalevate isikute ja täitetoimingute andmekogu

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[Add an employee](#)

- Rights added.