### Accessing Government Email by using Outlook Web Access (OWA)

1. Open an internet browser page and type [https://webmail.gov.bn](https://webmail.gov.bn)
2. At the Microsoft Outlook Web App main page, key-in your username & password as shown below.
   - **Username:** hayati_sabudin (example)
   - **Password:** Your I.C No. with '-' (eg. 00-123456)

   ![Outlook Web App]

   If you are prompted with the below, leave the regional setting to Default and click OK. Your OWA email is now ready to be used.

   ![Outlook Web App]

   For any further enquiries, please contact EGNC Helpdesk: **2424959** or email at helpdesk@egc.gov.bn

   Thank you