Pollution Liability Insurance Agency Programs
How to create a Secure Access Washington (SAW) Account

What is a SAW Account?

Secure Access Washington (SAW) is a single sign-on application gateway created by Washington State to simplify access to the growing list of state government services via the internet. The SAW system gives access to multiple state services with the use of a unique single, self-generated user ID and password. Once signed in, users also have the ability to change their password and register for access to various online government services.

You may already have a SAW account if you have used any state government online service such as renewing your driver's license, applying for unemployment benefits, or submitting payments to a state agency.
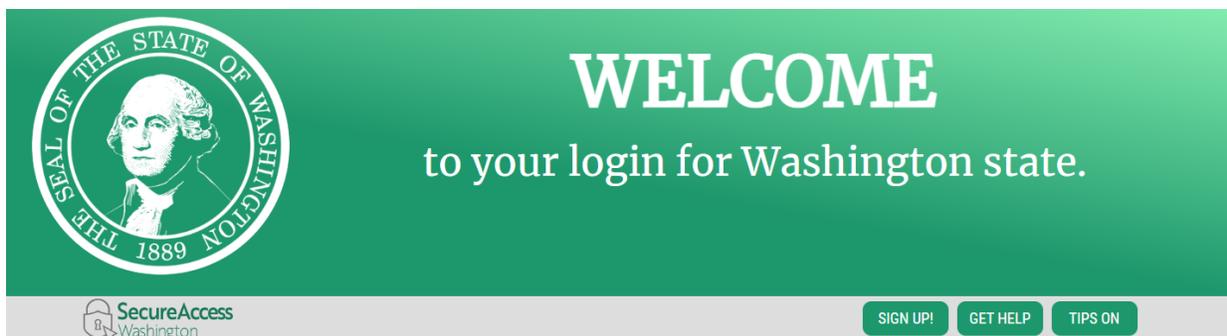
Why do I need a SAW Account?

The Pollution Liability Insurance Agency (PLIA) Programs are accessible online. To access PLIA's web-based system, the Online Community, you must have a SAW account. This is a secure, reliable way to look up and access information regarding your insurance registration, claim or project.

How do I create a SAW Account?

Step 1: Open the Secure Access Washington webpage at:
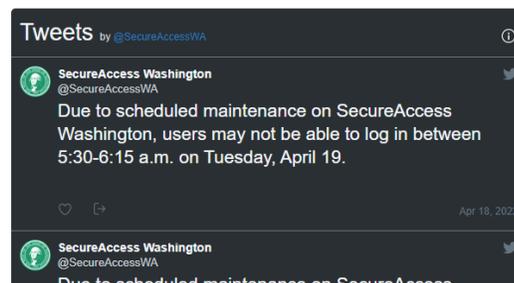
https://secureaccess.wa.gov/myAccess/saw/select.do

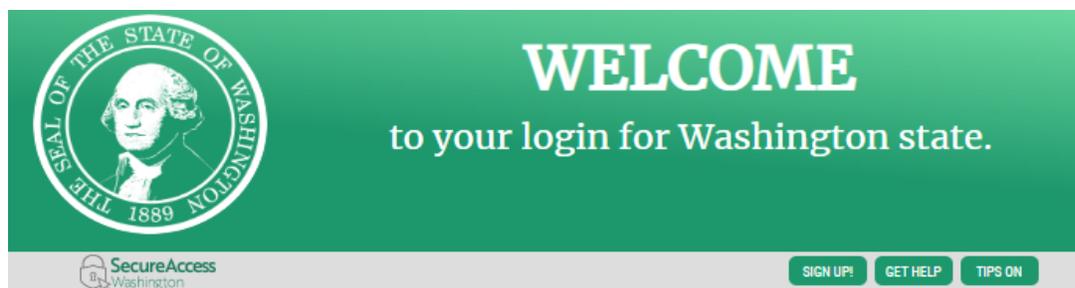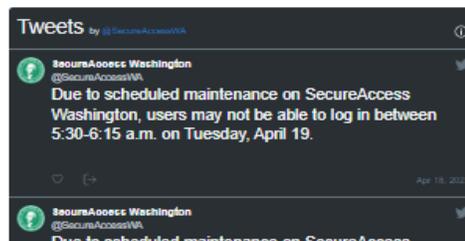**Step 2:** Select "Sign Up!" and enter the required fields.

a) Enter your **first name** in the **First Name field** as it appears on official documents.
b) Enter your **last name** in the **Last Name field** as it appears on official documents.
c) Enter your **email** in the **Primary Email field** that you want to use.
d) Create a **Username** and **Password.**
e) Check the "I'm not a robot" box and then click the **Create my account** button.

Step 3: Verify your email.

You will receive a notice to the email account you entered. Follow the directions in the email to **activate your new SAW account**. Once your account is activated, you'll see a confirmation field box.

Step 4: To log in to your SAW account, go to:

https://secureaccess.wa.gov/myAccess/saw/select.do

Step 5: SAW will send you an email or text to your computer/phone with a randomly generated passphrase. You will then enter this passphrase into SAW in order to verify your login.

> **Please Note:** SAW will not send unsolicited emails or texts requesting verification of your accounts. The only communication from SAW will be a result of actions you initiate, such as the randomly generated email/text for the Multi-factor Authentication.
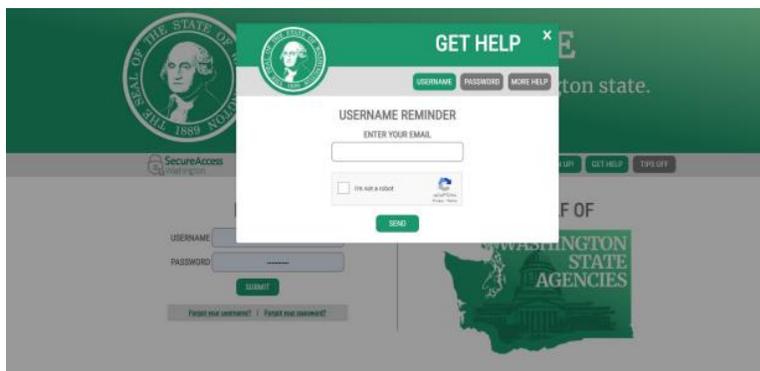
Step 6: Access the Online Community.

What if I have trouble creating my SAW account?

PLIA cannot assist you with your SAW account. If you have trouble creating your SAW account you can click "Get Help" to submit your questions. A representative from SAW will reply to your concerns via the email you provide.

If you have forgotten either your username or password, you can click on the "Forgot your username?" or "Forgot your password?" links underneath the Login fields. SAW will send you an email with your username or instructions on how to reset your password.

If you are having problem accessing PLIA's Online Community after creating your SAW account, please reach out to us with your inquiries:

- For heating oil tank owners with questions or concerns, please contact Kim Bzotte or Amy Duncan.
- For service providers with questions or concerns, please contact Jeremy Richtmyre.