

# Accessing the WTMF Tracking Application (WTA) from Outside of the DNR Firewall – External Reviewers

Please contact your regional DNR office with questions about completing the review process. If regional staff are unavailable or the application isn't working as expected (technical difficulties), please contact

Adam Byrd, [adam.byrd@dnr.wa.gov](mailto:adam.byrd@dnr.wa.gov), 360.902.1403

Kevin Smith, [kevin.smith@dnr.wa.gov](mailto:kevin.smith@dnr.wa.gov), 360.902.1838

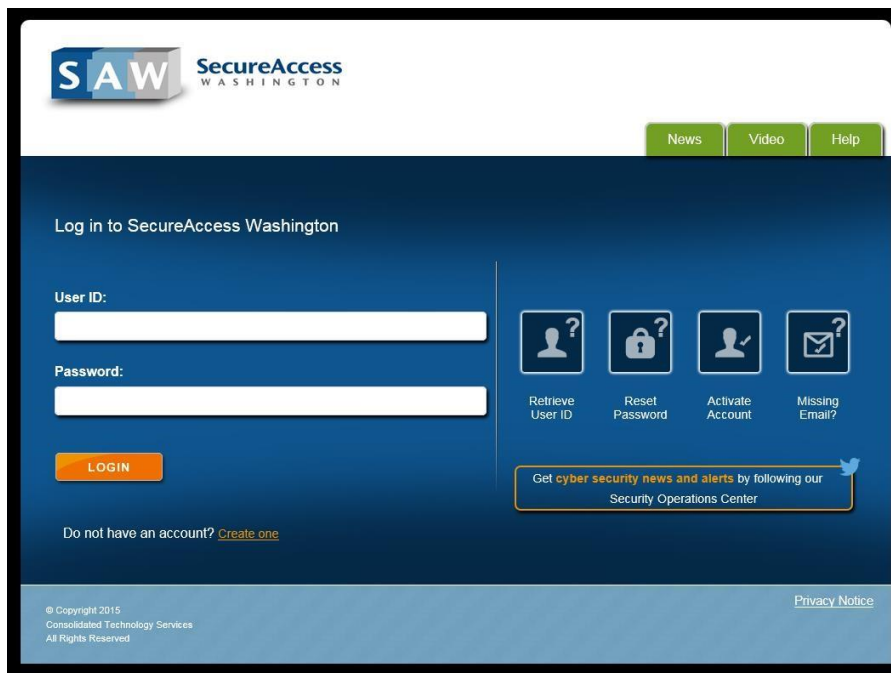


This link, on all pages where it appears, will take you to the summary page for that WTMF



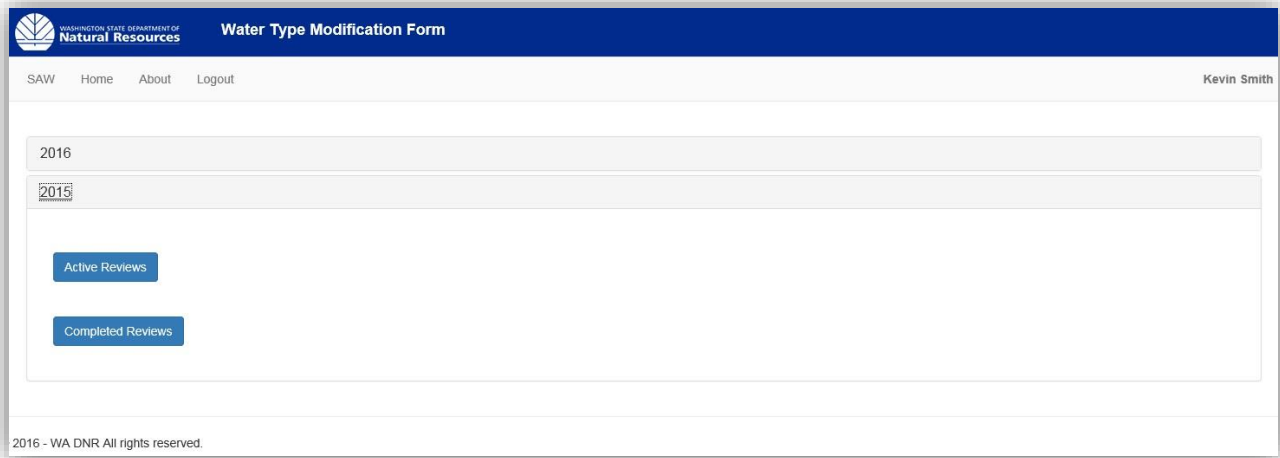
This link, on all pages where it appears, will take you to the scanned PDF of the original WTMF document

1. You must first have a Secure Access Washington (SAW) account. Please see additional help documentation for creating and accessing SAW accounts and services: <https://secureaccess.wa.gov/>

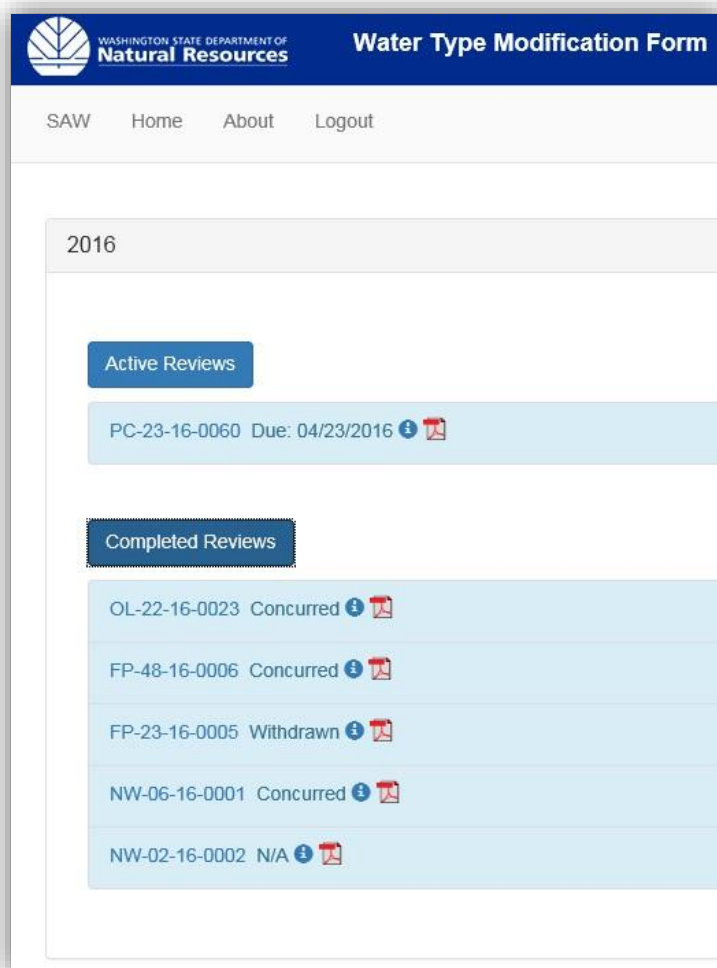


Once you've created an account, you shouldn't need to do it again unless there is a system change or your password expires.

2. After logging into SAW and selecting the Water Type Modification Form service, you should see the Water Type Modification Form page with year links. Each year should have two buttons which show WTMFs by status: [\[Active Reviews\]](#) and [\[Completed Reviews\]](#).



Click the buttons to reveal WTMFs in each category. Click the WTMF link to see reviewer comments.



3. **Active Reviews** shows the segments and their legal location and allows the reviewer to make comments and submit their Concurrence or Non-Concurrence. It also shows the responses of other reviewers who have been assigned to that WTMF.

The screenshot shows the 'Water Type Modification Form' interface for an active review. At the top, the Washington State Department of Natural Resources logo is on the left, and the title 'Water Type Modification Form' is on the right. Below the title, there are navigation links: 'SAW', 'Home', 'About', and 'Logout'. The main content area displays the ID 'PC-23-16-0060' with an information icon and a PDF icon. Below this, the due date is 'Due: 04/23/2016'. The 'Stream Segments' section shows a single segment 'A' with the legal location 'T14-0N R1-0E S1'. The 'Responses' section lists three reviewers: 'KONWINSKI, JENNY - DNR FOREST PRACTICES Concur/Non-concur response not yet received', 'DNR Forester - PERRY, AARON - DNR FOREST PRACTICES Concur/Non-concur response not yet received', and 'SMITH, KEVIN - DNR FOREST PRACTICES Concur/Non-concur response not yet received'. A comment box contains the text 'I can now access SAW - 3/25/2016 9:44:40 AM'. The 'Comments' section has a text input field and a 'Submit Comment' button. The 'Submit Response' section has radio buttons for 'Concur' and 'Non-concur', and a 'Submit Response' button.

4. **Completed Reviews** shows the segments and their legal location as well as the responses of other reviewers who have been assigned to that WTMF. It also shows the status of the final decision for that WTMF. However, the opportunity to comment will have ended.



OL-22-16-0023  

Due: 03/25/2016

### Decision

This review period for this WTMF has ended. The decision was **Concurred** by **REED, TIFFANY** on **03/25/2016**.

### Justification

TESTING IF I CAN CONCUR...LOOKS LIKE I CAN.

### Stream Segments

J

T1-0N R2-0E S2

### Responses

KONWINSKI, JENNY - DNR FOREST PRACTICES Concur/Non-concur response not yet received

DNR Forester - REED, TIFFANY - DNR FOREST PRACTICES Concurred on 03/25/2016