

Population Estimate System

Setting up a SAW Account and Registering with PES

This document will show you how to create a SecureAccess Washington (SAW) account and register your account with the Population Estimate System (PES). A SAW account is required to access PES.

SAW now includes Spanish language support.

IMPORTANT! Before You Begin!

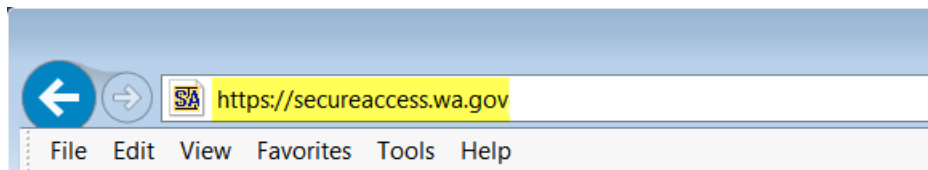
- If you already have a SAW account and your name precisely matches the name shown in the email instructions from pop.estimate@ofm.wa.gov, then skip to Step 16.

SecureAccess Washington

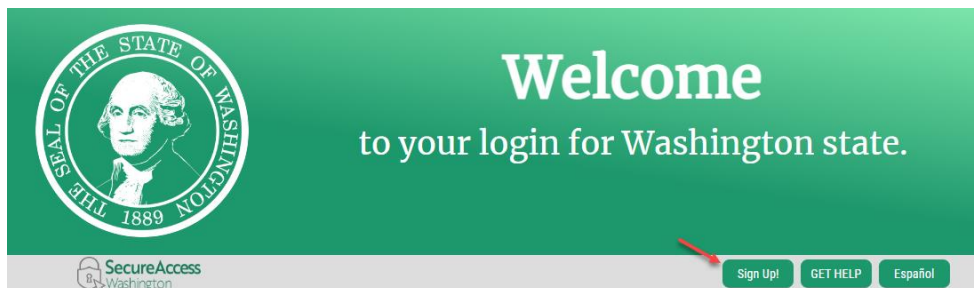
1. Start a browser session.

In the address bar, enter:

<https://secureaccess.wa.gov>



2. Click the **SIGN UP!** button to create a SAW account.



LOGIN

Username

Password

[Forgot your username?](#) | [Forgot your password?](#)

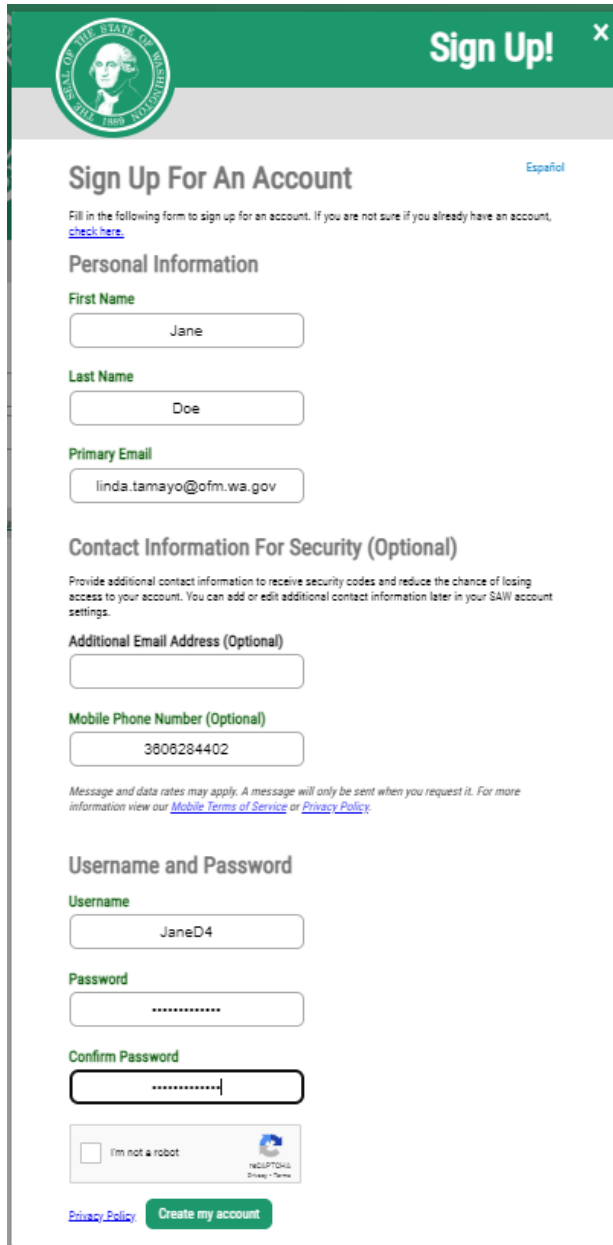


3. Enter the First and Last Name along with the email address exactly as shown in the account registration instructions from pop.estimate@ofm.wa.gov

The USERNAME can be anything you choose.

As you type your PASSWORD, You will see if you're meeting the requirements.

- Click the **"I'm not a robot"** check box once you've completed all the required fields.
- Click **"Create my account"** button to continue.



Sign Up! x

Sign Up For An Account [Español](#)

Fill in the following form to sign up for an account. If you are not sure if you already have an account, [check here](#).

Personal Information

First Name
Jane

Last Name
Doe

Primary Email
linda.tamayo@ofm.wa.gov

Contact Information For Security (Optional)

Provide additional contact information to receive security codes and reduce the chance of losing access to your account. You can add or edit additional contact information later in your SAW account settings.

Additional Email Address (Optional)

Mobile Phone Number (Optional)
3808284402


Message and data rates may apply. A message will only be sent when you request it. For more information view our [Mobile Terms of Service](#) or [Privacy Policy](#).

Username and Password

Username
JaneD4

Password

Confirm Password

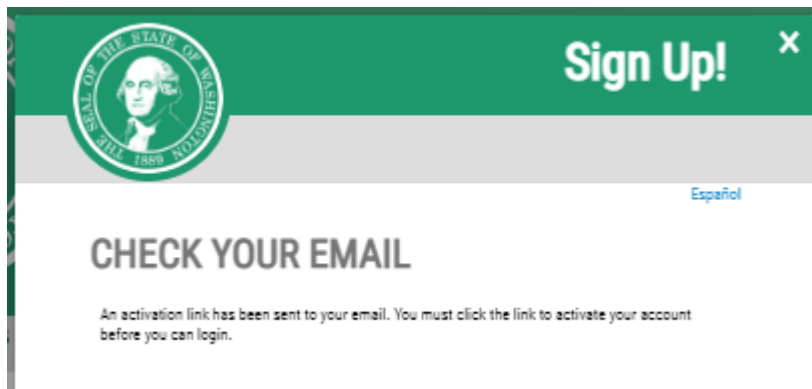
☐ I'm not a robot 

[Privacy Policy](#) [Create my account](#)

4. You created a new SAW account, but you're not quite done.

You'll see a pop up that tells you to check your email.

Close out of the pop by clicking the **X** in the upper right corner.



Sign Up! x

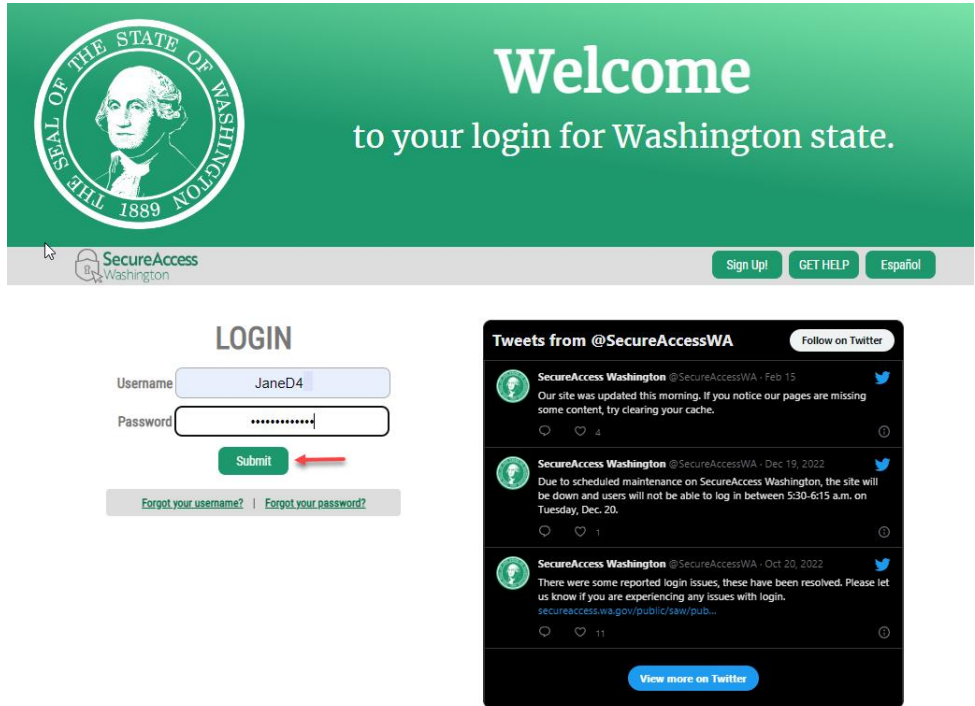
[Español](#)

CHECK YOUR EMAIL

An activation link has been sent to your email. You must click the link to activate your account before you can login.

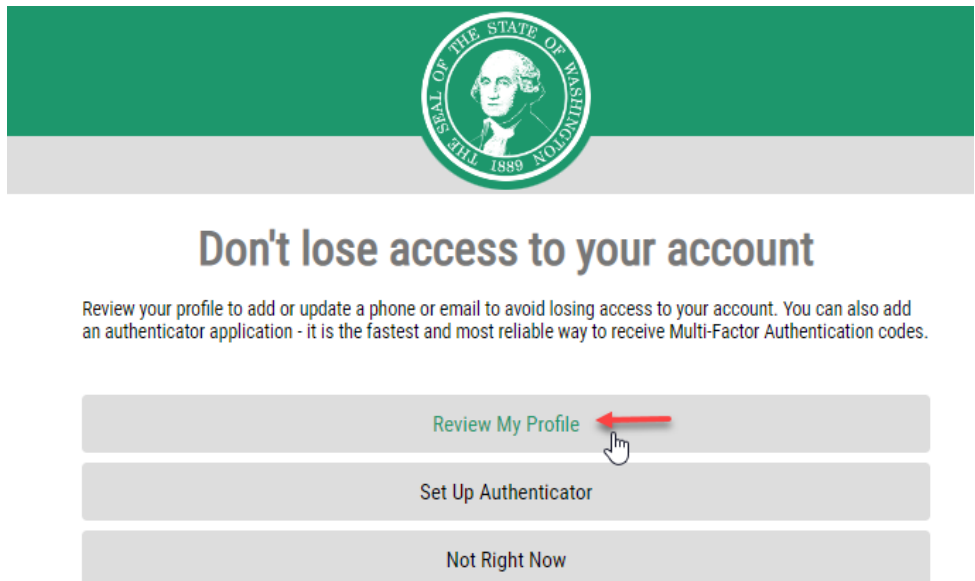
7. Enter your USERNAME and PASSWORD.

Click the **SUBMIT** button to continue your login to SAW.



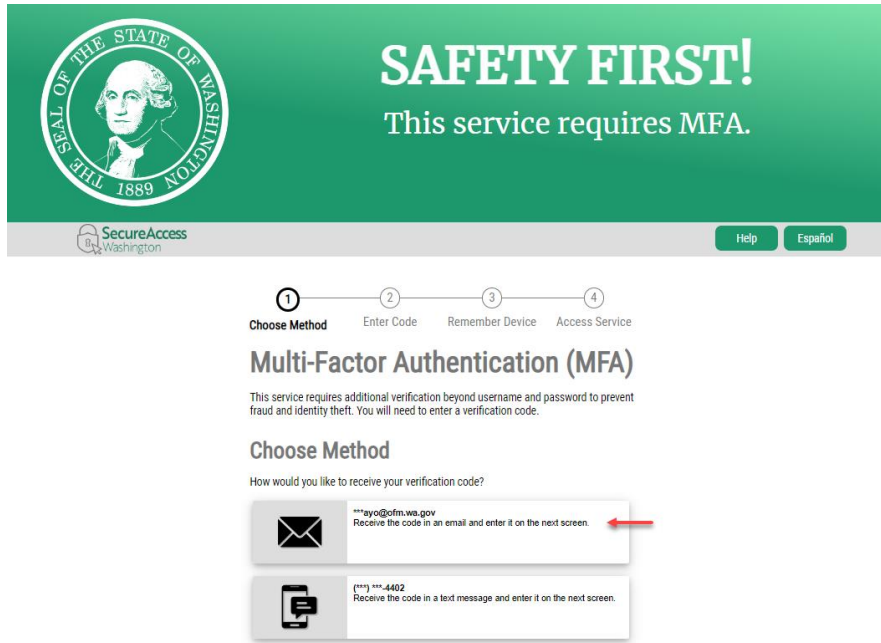
8. Click Review My Profile to view your account details.

This will be helpful information to OFM if you run into any login issues to PES.



9. Choose one of the two Multi-Factor Authentication (MFA) methods.

For this example we will choose the email method.



10. Check your email.



You're looking for an email from **help@secureaccess.wa.gov**

help@secureaccess.wa.gov SAW MFA Code External Email [SecureAccess Washington Code/Código: 5036-779835](#) Wed 3/1/2023 2:56 PM 41 KB

11. Copy the last 6 digits of the code.

This will be used in the next step.

SAW MFA Code


 help@secureaccess.wa.gov
 To  Tamayo, Linda (OFM)

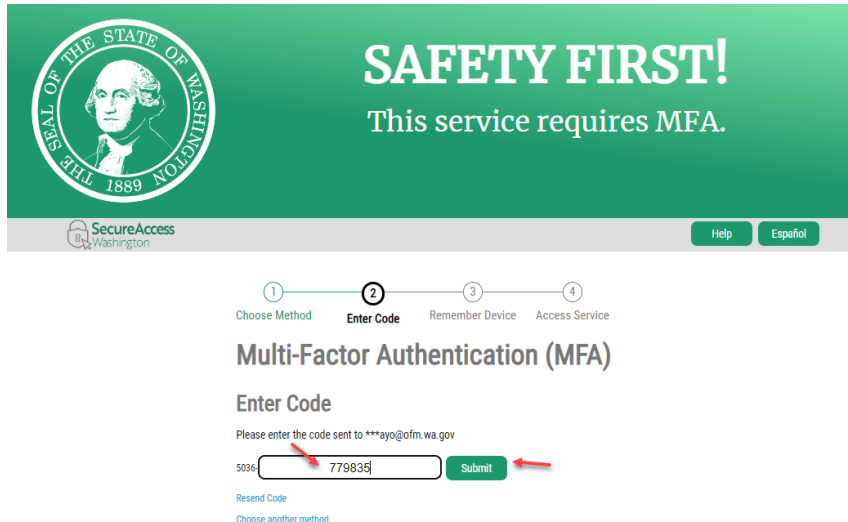
External Email

SecureAccess Washington Code/Código:
5036-779835

12. Go back to your SAW window for Multi-Factor Authentication (MFA)

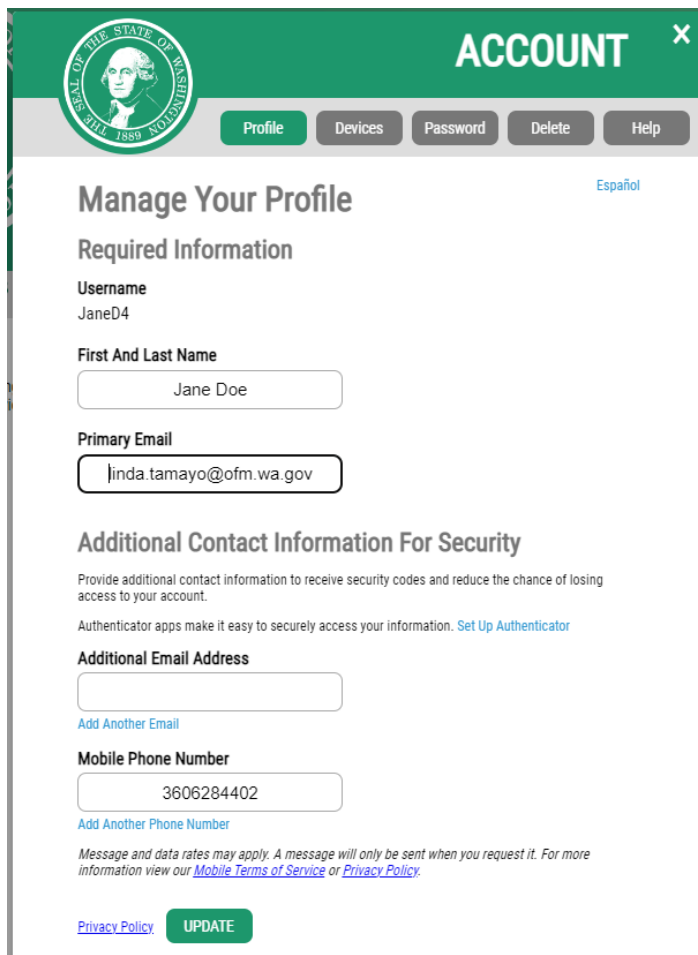
Paste the copied 6 digit code into the text box.

Click the **Submit** button



13. Your SAW account information is presented to you in a pop up.

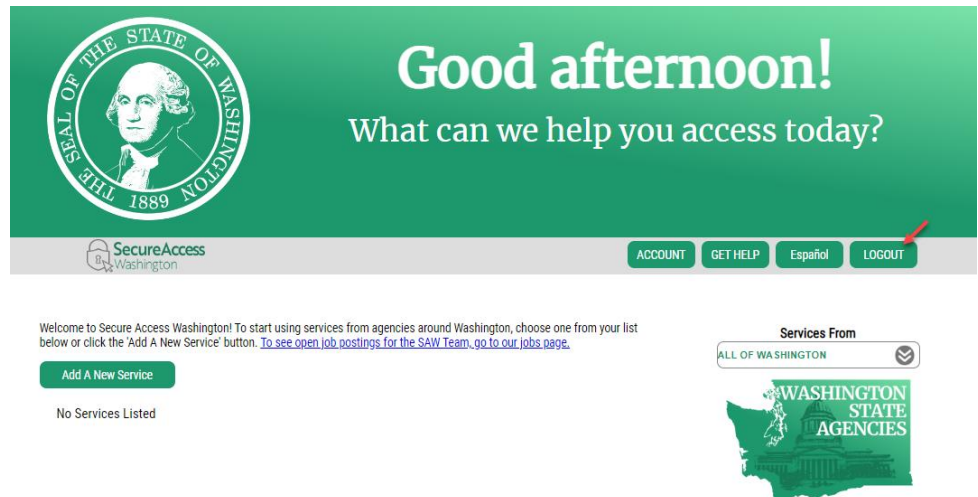
If the information is correct, Close out of the window by clicking the **X** in the upper right corner.



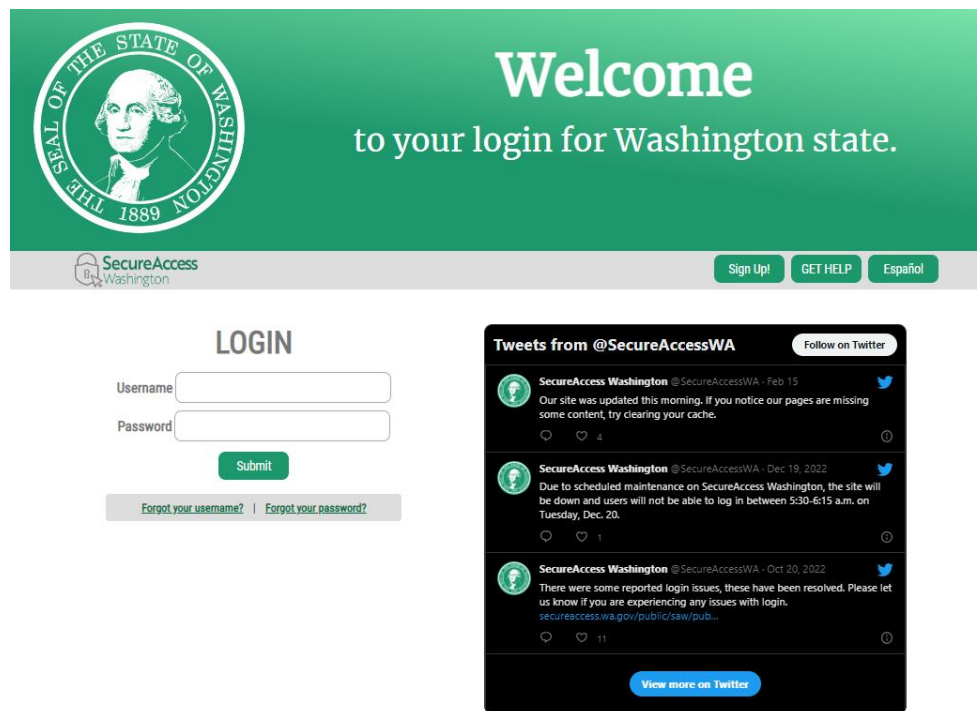
14. You have successfully created your new SAW account.

NOTE: PES is not a service in SAW.

You are finished with this session. Click **LOGOUT** to discontinue.

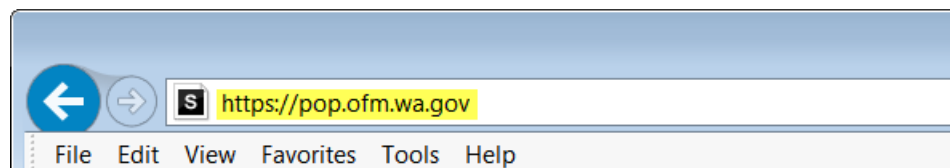


15. Close out of this browser session.



16. To access PES, enter <https://pop.ofm.wa.gov> in the URL of your browser session.

You will be redirected to a **Sign In** screen.



17. Choose **Secure Access Washington** from the account list.



Sign in with one of these accounts



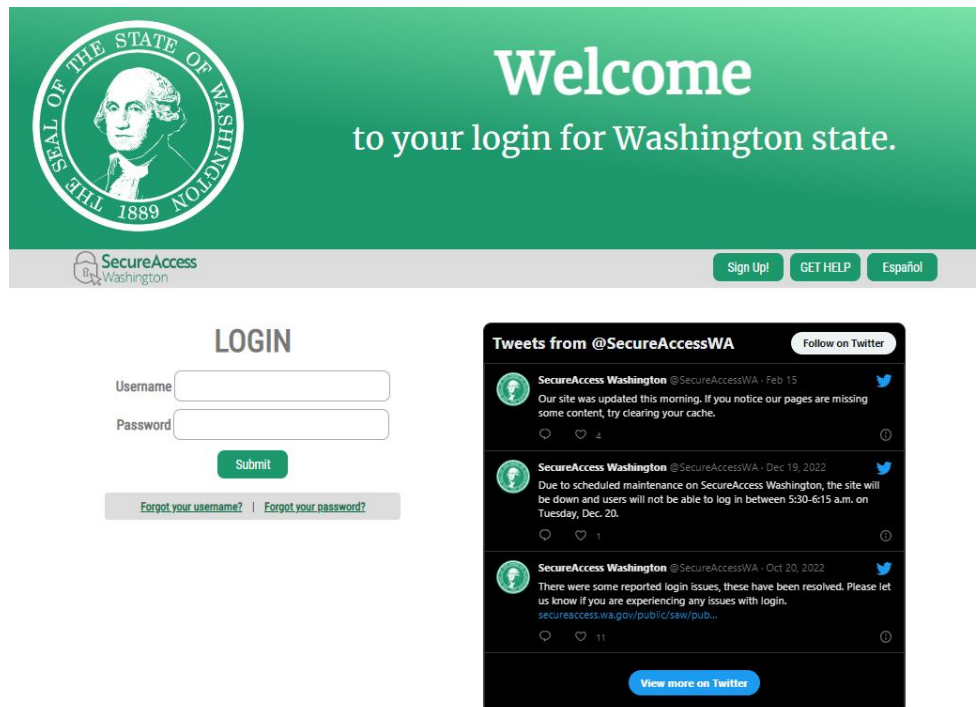
Secure Access Washington



Test-Secure Access Washington

18. Enter your **USERNAME** and **PASSWORD** that you created when you set up your SAW account.

Click the **SUBMIT** button.



19. The first time you get into PES, you'll need to enter the **PIN** that was provided in the account registration instructions email from pop.estimate@ofm.wa.gov.

Type in your **PIN** and then click the **Register** button to continue.

You'll only have to enter your PIN the first time you login to PES.

Note: if you do not get to this page or you get an

Population Estimate System

Activate Account

Prior to using system, you must complete the activation process.

If you have any questions, contact your office administrator.

* indicates required field

Account: Tom Kimpel

PIN

mhR83Pjm

*

Register

*authentication error, contact
OFM at 360-902-0599*

20. Congratulations! You have successfully registered your SAW account with PES and can now access the system.

You can review and edit your contact information, or if all is correct, proceed to the PES homepage.

Once you reach the homepage, we recommend you create a bookmark for
<https://pop.ofm.wa.gov>.

21. For general instructions on how to use PES to enter Form A data, view reports and manage users, see the PES User Guide.

Successful Account Activation

Thank you for activating your Population Estimate System (PES) account.

We have the following contact information associated to you and your PES account. If anything is incorrect, click "Edit My Info" to proceed to our Manage Accounts page where you can edit that contact information. If everything is correct, or if you'd prefer to make those edits at a later date, click "Proceed To Homepage".

Name: Tom Kimpel
Address Line 1: 210 11th Ave SW
City/State/Zip Code: Olympia, WA 98504
Phone Number: (360) 902-0596
Email Address: thomas.kimpel@ofm.wa.gov

Edit My Info

Proceed To Homepage

Visit the OFM [April 1 population estimates program information](#) web page to access the [PES User Guide](#) and other helpful information.