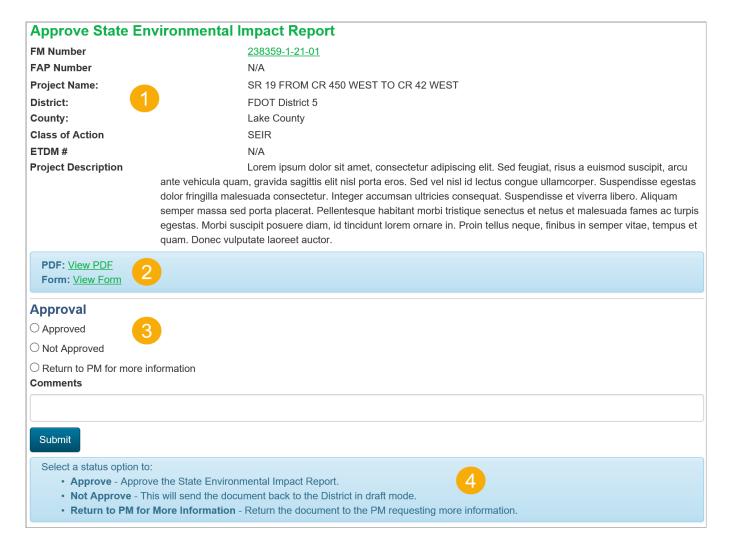


Overview

The State Environmental Impact Report (SEIR) Tool within the Statewide Environmental Project Tracker (SWEPT) provides the opportunity for a *SEIR Approver* to review and approve the SEIR after it has been certified by both the District Environmental Manager (DEM) and Project Development Manager (PDM). The SEIR Approver receives an email notification when the document is available for review. They open the approval page through a link in the email, their Alerts or on the District Signatures report page in SWEPT.

Quick Steps



- 1. The project information is displayed at the top of the approval page.
- 2. In the blue message box, click the link(s) to view the PDF or Form version of the SEIR.
- 3. In the Approval section, select the radio button for *Approved* and click the *Submit* button. Comments are optional when approving the SEIR, however they are required if selecting *Not Approved* or *Return to PM for more information*.
- 4. The blue message box below the *Submit* button provides a brief overview of the approval options.