Status of the Fishery Resource Report Public Posting and Document Accessibility Procedures

1. SFR Facilitator creates packaged PDF document for SFR report.
2. SFR Facilitator performs accessibility check and any necessary remediations.
3. SFR Facilitator uploads document to **www2.dnr.state.mi.us - /publications/pdfs/DNRFishLibrary/StatusoftheFisheryResourceReports/SFR Documents/** and alerts Communications Specialist.
4. Communications Specialist performs additional accessibility check and any necessary remediations.
5. Communications Specialist adds SFR report to SFFR Database (<https://www2.dnr.state.mi.us/publications/pdfs/DNRFishLibrary/StatusoftheFisheryResourceReports/SFR%20Documents/SFRR%20Database.xlsx>) and generates publicly accessible link (in the format [https://www2.dnr.state.mi.us/publications/pdfs/DNRFishLibrary/StatusoftheFisheryResourceReports/[FILE](https://www2.dnr.state.mi.us/publications/pdfs/DNRFishLibrary/StatusoftheFisheryResourceReports/%5BFILE) NAME]).
6. Communications Specialist adds SFR report to DNR website ([Status of the Fishery Resource Reports](https://www.michigan.gov/dnr/managing-resources/fisheries/status-of-the-fishery-resource-reports)).
7. Communications Specialist alerts Division Librarian.
8. Division Librarian completes entry for SFR in SFFR Database and adds to FishCat.