

**From:** [Leider, Mary \(SAO\)](#)  
**To:** [Reyes, Sairy \(EFSEC\)](#)  
**Bcc:** [Wilson, Raylene \(SAO\)](#)  
**Subject:** SAO Response to PRR #7610  
**Date:** Thursday, March 13, 2025 2:10:00 PM  
**Attachments:** [image001.png](#)  
[PRR7610\\_Completed.zip](#)

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Dear Sairy Reyes,

The Office of the Washington State Auditor received and completed our response to your public records request received via email, as follows:

***“My name is Sairy Reyes, Forms and Records Analyst (Records Management Team) for the Energy Facility Site Evaluation Council. I was referred to you by Kirsten Donovan. We are currently working on a website re-design with Anthro-Tech. We are trying to establish website governance policies and procedures. We are requesting your current website governance policies and procedures to use as a guide of what the policies should look like.”***

In response, we have provided our internal process mapping, internal website change request and our internal public website policy. For additional information, SAO follows the state guidelines, standards, policies and procedures. You can find more information here: <https://watech.wa.gov/policies>. Please let us know if you have any questions, concerns or issues regarding this request. We will now consider this request closed.

Sincerely,



Mary Leider, CPRO  
Public Records Officer, [Office of the Washington State Auditor](#)  
(564) 999-0919 (find me anywhere via Teams)  
Let us help you improve your cyber health: [#BeCyberSmart](#).