

## **POLICY ON ISSUANCE OF PRESS RELEASES**

1. The NARUC Press Release – The NARUC Washington Office shall maintain appropriate Press Release letterhead to be used when issuing a statement to the press. The NARUC Washington Office shall maintain appropriate lists of current press contacts covering matters of interest to the Association.
2. Authority to Issue Press Release – Only the NARUC Executive Director, or his or her designee, may authorize the issuance of a press release on NARUC’s behalf. The NARUC President, a majority of the Executive Committee, or a majority of the Board of Directors may direct the Executive Director to authorize the issuance of a press release.
3. Scope of Press Release; Disclaimers – In general, NARUC press releases fall in one of two categories: first, releases announcing news of the Association such as election of officers, key personnel changes or upcoming meetings; and second, releases addressing the Association’s views on matters of public policy. In addition, NARUC may issue press releases on matters of public policy that reflect the plans or activities of a subgroup of the Association such as a Standing Committee or Subcommittee, an Ad Hoc Committee, or a Working Group established by the Executive Committee or the Board of Directors. Such press releases shall include an appropriate disclaimer making clear that the focus of the Committee, Subcommittee or Working Group’s plans or activities, e.g., a proposed white paper being released for comment, is preliminary and should in no way be considered to reflect the views or have the endorsement of the NARUC, its Board of Directors, or any of its members. The press release should caution the press that “Unless and until a formal NARUC resolution taking a position on any proposed Committee activity is considered and passes through the NARUC decisional process, it cannot represent the views or even predilections of the organization.” Any press release that can be read to advocate positions clearly contrary to NARUC’s announced policy – as expressed in resolutions – or in statements of position or procedure approved in the alternative methods provided in the NARUC Constitution and bylaws will not be released through the NARUC office or suggest that NARUC in any way endorses that contrary position.
4. Consultation – The staff of the NARUC Washington Office shall consult with the Chair of each Standing Committee affected by the subject matter of a planned press release that states the Association’s views on a matter of public policy. Where NARUC’s policy views are clearly enunciated in an approved letter or resolution, a press release fairly outlining the resolution or approved statement of policy may be released when the chair or vice-chair of the relevant committee cannot be located in time to make perceived press deadlines. As appropriate, each press release shall include a statement in quotations from each affected Committee Chair wishing to be quoted. Before a press release may be issued on behalf of a subgroup of the Association, the Executive Director shall provide a draft of the planned release to the members of the Executive Committee and the Chair of each affected Standing Committee.

**Adopted by the Board of Directors on July 18, 2001**