



<b>Policy Number:</b>	<b>1020</b>
<b>Policy Title:</b>	<b>Public Relations</b>

1. Media Contacts

The General Manager and alternately, the President of the Board, shall handle all contacts with the media. Employees and Directors shall channel any media requests through the General Manager for coordination, before providing quotes, granting interviews or disseminating information.

2. Dissemination of Information

The General Manager shall disseminate information on all matters pertaining to the District permitted by law directly to individuals, or to the community through direct mailings, news releases, advertisements, etc. as needed. The General Manager may delegate this authority from time to time, depending on individual and/or community information needs, and the sensitivity of the information to be disseminated.