

Media Policy

Adopted March 23, 2003
Revised July 4, 2012



To ensure the quality and consistency of agency information disseminated to media sources, the following policy shall be enforced:

- All media contacts are to be handled by the Executive Director, or his or her designee, regardless of who the media representative is, whom he or she represents, or how innocuous the request.
- All press releases or other promotional materials are to be approved by the Executive Director or his or her designee prior to dissemination. Failure to comply with the ITA's media policy shall be grounds for disciplinary action.