

STATE OF MARYLAND

**Department of Public Safety
and Correctional Services**



PATUXENT INSTITUTION

Directive

PID # 60-1

DATE: 9/1/2000

SUBJECT: Public Relations

TITLE: Visits of the News Media

- I. REFERENCE: Patuxent COMAR 12.12.; Maryland Commission on Correctional Standards .05 Inmate Rights K. Access to Media.
- II. PURPOSE: To establish policies and procedures for media visits.
- III. DEFINITIONS:
 - A. Media Representative - An employee of a publication that is published at regular intervals, a radio or television station, or a wire service to gather news in its behalf.
 - B. Public Information Officer - An employee of Patuxent Institution who is designated by the Director to handle media inquiries.
- IV. POLICY:

It is the policy of the Institution to encourage and develop mutual cooperation with media representatives and to permit the greatest possible access to public information within the limitations of applicable statutes and within operational limitations.
- V. PROCEDURE:
 - A. Contact with Media Representatives or the Public
 1. Inquiries from the media shall be referred to the Director or the Institution's Public Information Officer.
 2. The Director shall determine whether media inquiries will be forwarded to the Public Information Office of the Office of the Secretary.

B. Visits by Media Representatives

1. When an inmate agrees to speak with a media representative at the behest of the Institution, a consent to interview form (Appendix 1) must be executed prior to any interview, photo, or filming.
2. No media interview of an inmate shall be allowed except at the behest of the Institution unless the media representative is listed on the inmate's visiting card.

VI. APPENDIX: 1 - Inmate Consent to Media Interview Form

VII. RESCIND: PID 60-2 dated 9/1/1997

Randall S. Nero, Ph.D.
Director

Distribution: A
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PATUXENT INSTITUTION

Inmate Consent to Media Interview

I hereby agree and give permission to being interviewed and/or photographed by representatives of local television /radio station _____ on _____ for the purpose of _____.

I also give my permission to publish said photograph and/or interview and to use my name in an article or series of articles in its newspaper, magazine, television program, or radio program, whichever applies.

Inmate Name _____

Inmate Number _____

Inmate Signature _____

Date _____

Witness _____