**EFFECTIVE: Immediately Updated: April 2023**

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| **PURPOSE:** | To instruct PCCO staff on Multimedia and News Agencies . |
| **SCOPE:** | This guideline applies to sworn PCCO personnel. |
| **GUIDELINE:** | 1. The Coroner and the designated PIO for the office will do media releases. 2. Media releases on high profile cases will be done jointly with the lead law enforcement agency or other applicable agency. 3. Online media (youtube, twitter, facebook, my mountain neighborhood, pine cam, etc.) will only be done at the direction of the Coroner or the PIO. 4. All Press Releases shall be placed on the office Facebook page. 5. Media calling shall be routed to the Coroner or PIO for information. No other members of the office shall make any statements unless authorized by the Coroner. 6. Notify Coroner Immediately if Media inquires about a scene. 7. It will be the policy of this office to be as transparent as possible without doing harm to the case or the public interest. 8. Media while on-scene: 9. Do not get baited into giving a statement while on scene. 10. Tell any media on-scene that we are conducting the investigation and a written statement will be released after the investigation. 11. Be careful of what is said and act in a professional manner. Remember that eyes and ears are watching you. 12. Be aware cameras are always on the recording will go viral. 13. Request law enforcement to assist with having media stage at an appropriate location. 14. Notify Coroner Immediately if media arrives on scene. |
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Approved by: David E Kintz Jr

Park County Coroner