

**University of Hawai‘i at Hilo and Hawai‘i Community College
Board Of Media Broadcasting Charter**

**Article 1
Name and Purpose**

Section 1. Name

This organization shall be known as the University Of Hawai‘i at Hilo (UHH) and Hawai‘i Community College (HawCC) Board Of Media Broadcasting (BOMB).

Section 2. Purpose

The principal purpose of the BOMB shall be to govern and operate facilities in the city of Hilo in the state of Hawai‘i in order to broadcast by internet, radio, television, or by any other mode of electronic communication which now or in the future may exist, for the UHH/HawCC community. The BOMB shall provide the opportunity for students to gain experience, education, and training in radio broadcasting while improving the quality of life for the University/College community and the public through the broadcast of diverse, musical, cultural, educational, and informational programming.

**Article 2
Authority**

The BOMB is chartered by the UHH and HawCC Chancellors on behalf of the University of Hawai‘i Board of Regents to fulfill the purpose stated in Section 2 of Article 1. Title to all real and personal property of the BOMB is vested in and subject to the control of the University of Hawai‘i Board of Regents. The University of Hawai‘i Board of Regents delegates those certain titles, licenses, duties, and powers contained in this charter to the BOMB through the President of the University of Hawai‘i, or his or her designee, and the Chancellors of UHH and HawCC. Legal authority for all policies, procedures and actions of the BOMB or any of the programs under it rests with the University of Hawai‘i. The BOMB is also authorized to receive and dispense the mandatory student BOMB fee.

**Article 3
Powers and Duties**

Section 1. Administration

The BOMB shall administer all of the affairs and functions of co-curricular, student-run electronic media, and maintain and preserve all records thereof.

Section 2. Operation

The BOMB shall operate and shall ensure that all electronic media under its control shall operate within all applicable federal, state, city, and county policies, bylaws, and regulations which govern electronic media.

Section 3. Guidelines

The BOMB shall require and approve operational guidelines submitted by all Media Organizations under its authority.

Section 4. Stipulation

The BOMB shall not set nor stipulate the programming or editorial policy of any electronic media except as required by Section 2 of this Article.

Section 5. Appointment

The BOMB shall appoint the General Manager and all other Managers and Directors for all Media Organizations under its authority.

Section 6. Policy and Procedure

The BOMB shall set the Policy and Procedures for each organization under its authority.

Section 7. Budgets

The BOMB shall approve annual budgets for its operation and all programs under its authority.

Section 8. Rates and Charges

The BOMB shall establish, review, and revise those rates and charges which are integral features of BOMB programs.

Section 9. Appointment/Employment

The BOMB shall appoint and/or employ persons needed to operate its programs.

Section 10. Other powers

The BOMB shall exercise such powers not herein specifically assigned, subject to the approval of the University of Hawai'i.

Article 4 Membership

Section 1. Composition

The BOMB shall consist of five (5) voting members and four (4) non-voting members who shall be appointed to the BOMB by the Selection Committee, as described in Section 3 of this Article. Voting members shall be students.

- A. There shall be five (5) student members, two from UHH, two from HawCC, and one at large member from either school. These members will be voting members.
- B. There shall be two (2) faculty or staff members, one from UHH, and one from HawCC.
- C. There shall be two (2) community members.
- D. The General Manager of each organization under the BOMB shall serve as an ex-officio, non-voting member.
- E. Other ex-officio, non-voting members may be appointed by the BOMB as deemed necessary.

Section 2. Eligibility

- A. All voting members of the BOMB must be UHH or HawCC students. A person compensated in any manner for work on any program under BOMB shall not be a Board member nor shall any BOMB member be compensated in any manner for work for any Media Organization under BOMB. BOMB members may not serve concurrently as executive officers of any other Board of Regents chartered student organizations.
- B. Student members of the BOMB must be currently registered for at least six credits with UHH or HawCC and in good academic and disciplinary standing, as defined in the Student Conduct Code of each student staff member's home institution.
- C. Faculty or staff BOMB members must be full-time UHH or HawCC employees in a Faculty or Administrative, Professional, Technical (APT) position.
- D. One community member must be recognized in the field of broadcast media. The second community member may be knowledgeable in business, accounting, or have special skills or expertise which may contribute to organizational or management aspects of broadcast media. Neither may

concurrently hold other UHH or HawCC appointments, as described in section 2.C.

Section 3. Selection

- A. There shall be an annual Selection Committee whose duty shall be to appoint candidates to BOMB voting positions. The committee will terminate upon the confirmation of the newly selected BOMB members.
- B. Appointment procedures: The chief executive officers of the UHSA Senate and the ASUH-HawCC Senate, and the Chairs of the BOMB, the BOSP, and the SAC, will each appoint one (1) member to the selection committee, for a total of five (5) persons on the committee. Anyone who sits on the selection committee may not be a voting BOMB member the following year. The Selection Committee shall elect a chair from among its membership.
- C. The Selection Committee shall announce all vacancies for BOMB positions on the student radio station and/or in the student newspaper no later than March 15, or as circumstances warrant.
- D. Persons that would like to serve on the BOMB must present to the Selection Committee a petition of 30 valid UHH or HawCC student signatures.
- E. The Selection Committee shall appoint one person per vacancy on the BOMB by the official ending of the term of office, no later than April 15 of each year.

Section 4. Terms of Office

- A. Of the initial appointments, one half the regular voting members shall be appointed for one year terms and the remaining voting members shall be appointed for two year terms. Thereafter, each voting member shall serve a two year term. The term of office is from May 1 to April 30, two years later.
- B. No member shall serve more than two consecutive terms.

Section 5. Removal of Members

Any voting member of BOMB may be removed by two-thirds vote of the BOMB.

Section 6. Vacancies

- A. In the event that any of the BOMB membership positions becomes vacant during the term of office, the BOMB is authorized to appoint members to the vacant positions to complete the remaining term of office. The chair of BOMB will make a nomination, and the BOMB will vote on the candidate. If

there are no nominations, then a Selection Committee may be formed, as described in this Article, Section 3, and new appointments can be made.

- B. Students transferring between HawCC and UHH during a term of office may finish their term under his/her original application but then apply for the next term under his/her new institution.

Article 5 Officers

Section 1. Officers

There shall be duly elected from among the voting membership of the BOMB a Chairperson, Vice Chairperson, Treasurer, and Secretary who shall serve as executive officers. Each officer shall assume duties as directed by the Board, this Charter and By-laws, any operating policies of the Board, and the latest edition of Robert's Rules of Order.

Section 2. Chairperson

The Chairperson shall be the presiding officer, and must be a student member. The Chairperson shall be charged with preparing the agenda for meetings of the BOMB at least two days in advance of a meeting, convening meetings, making BOMB committee appointments, and being the spokesperson for the BOMB in all matters having appeared before the BOMB.

Section 3. Vice Chairperson

The Vice Chairperson shall act in authority of the Chairperson in the absence of the Chairperson, and must be a student member.

Section 4. Treasurer

The Treasurer shall be charged with maintenance and quarterly review of all BOMB financial records, submission of financial statements to the BOMB, and preparation of the BOMB's annual budget. The Treasurer will work closely with the Business Manager of each BOMB Media Organization.

Section 5. Secretary

The Secretary shall be responsible for recording the minutes of all BOMB meetings, distributing the minutes to all members in a timely manner, and posting the minutes on the website, organizing and maintaining all records of correspondence of the BOMB, maintaining a master file of all minutes and documents at the BOMB office, and maintaining a current BOMB job/position description file.

Article 6 Committees

Section 1. Standing Committees

Policy Committee: The Policy Committee shall be responsible for formulating and recommending amendments to BOMB policy. The Policy Committee shall be chaired by the BOMB Vice Chairperson.

Section 2. Other Committees

The Chairperson of the BOMB may appoint committees as needed to review and to make recommendations to the BOMB on the establishment or the amendment of any BOMB policy.

Article 7 Finances

Section 1. Fees and other Revenue

- A. The Board of Regents has designated a student fee, paid by each part time or full time student at UHH or HawCC, to be used to fund the BOMB. The fee shall be deposited in the BOMB's account with the University of Hawai'i, subject to annual budgetary review by the Board of Regents.
- B. The BOMB may solicit and accept grants from individuals and organizations. The BOMB may then delegate the responsibility for coordination, solicitation, and management of grants to Media Organization Advisors together with the respective General Managers, the Campus Center Director, and the Research Corporation of the University of Hawai'i (RCUH), or others as the BOMB sees fit.
- C. Other revenues shall be monies derived by BOMB or its agents for programs, gifts, endowments, and the like.

Section 2. Control of Finances

The power to authorize the expenditure of BOMB funds shall be vested solely in the BOMB.

Section 3. Responsibility

The BOMB is responsible for annual budgeting and expenditures and long-range fiscal planning of its funds, subject to confirmation by the UHH and HawCC Chancellors. All expenditures shall be made in accordance with established University and State policies.

**Article 8
Amendments**

Section 1. Amendment Proposals

Amendment proposals must be submitted in writing to all BOMB members at least one (1) month prior to BOMB action.

Section 2. Public Hearing

In accordance with the provisions of the current Hawai'i Revised Statutes, a public hearing on all amendments will be held prior to final BOMB approval.

Section 3. Amendments Approval

This Charter may be amended by a two-thirds (2/3) majority vote of the BOMB and subsequent confirmation by the UHH and HawCC Chancellors, or a designee, on behalf of the Board of Regents.

**Article 9
Enactment**

This Charter, upon review and confirmation by the UHH and HawCC Chancellors, on behalf of the University of Hawai'i Board of Regents, shall be binding and shall take precedence over all previous Charters and Constitutions. The BOMB takes the place of the previous student organization University Radio Hilo. The BOMB will then control all former property of University Radio Hilo.

**University of Hawai‘i at Hilo and Hawai‘i Community College
Board Of Media Broadcasting By-Laws**

**Article 1
Meetings and Quorum**

Section 1. Public Meetings

Bi-weekly public meetings shall be scheduled during the academic year and, as needed from June through August. Special meetings may be called by the BOMB Chairperson, Vice Chairperson, Treasurer, or Secretary or on written request by any four (4) members of the Board. All BOMB members shall be notified of the time, place, and agenda a minimum of two (2) working days in advance. All public meetings shall be held in accordance with the provisions of the Hawai‘i Revised Statutes, Section 92-3.

Section 2. Closed Meetings

All or any part of a meeting may be closed to the public as required by the nature of the business to be conducted and in accordance with the provisions of the Hawai‘i Revised Statutes, Sections 92-4 and 92-5.

Section 3. Quorum

One-half plus one of sitting, voting board members shall constitute a quorum.

Section 4. Order of Business

The order of business at official meetings shall be:

1. Call to Order
2. Roll Call or head count to establish quorum is present
3. Reading of Agenda
4. Approval of Minutes of previous meeting
5. Officers’ Reports
6. Committee Reports
7. Unfinished Business
8. New Business
9. Announcements
10. Adjournment

**Article 2
Parliamentary Authority**

The latest edition of Robert’s Rules of Order shall govern deliberations on all points not covered by this Charter and By-Laws or by the operating policies of the Board.

Article 3
Obligations of Board Members

Section 1. Member Obligations

All members are expected to serve on committees and participate in projects, to serve the diverse needs of all segments of the UHH and the HawCC campus communities, to become acquainted with the BOMB Charter and By-Laws, to work within the guidelines provided by this document and by any operating policies of the BOMB, and to be the primary advocates at all times for the BOMB's philosophy, goals, and programs. All members are expected to participate in organizational training sessions, leadership development activities and other learning opportunities designed to increase members' leadership skills, abilities and competencies.

Section 2. Voting Members

Voting members are expected to limit unexcused absences to two (2) meetings per year.

Section 3. Non-voting members

Non-voting members are expected to serve as BOMB resources by providing their expertise, insight, and diverse opinion to the BOMB.

Article 4
Removal From Office

Section 1. Procedures

- A. Voting members of the Board: After receiving a request for action to remove signed by two (2) or more voting members, the Secretary will notify all voting members in writing a minimum of two (2) weeks prior to the meeting on which the action is requested. The request for action to remove a member must be by secret ballot and retained in the confidential files of the BOMB. By a two-thirds (2/3) majority of the five (5) voting members, the BOMB may remove the member.
- B. Board Officers: The Chairperson, Vice Chairperson, Secretary and/or Treasurer may be removed from office by a two-thirds (2/3) majority of the five (5) voting members of the Board.
- C. Appointed Staff: General Managers and other Managers and Directors of Media Organizations may be removed from office by a majority of the five (5) voting BOMB members, provided that the notification procedures for voting members set forth in A of this section are followed for the staff member in question.

Section 2. Reasons for Removal

Grounds for removal include but are not limited to those listed below.

- A. Failure to maintain eligibility for the position.
- B. Willful misuse of the position.
- C. Failure to meet the obligations of membership.

Section 3. Appeal Process

The BOMB must hold a hearing on the grievance on the removal of any appointee or employee upon his or her request. The BOMB's decision after the hearing is final.

Article 5 Media Organizations under the Authority of the BOMB

Section 1. Student Radio Station – KAUA / University Radio Hilo

- A. Name: The name of the Media Organization is University Radio Hilo (URH).
- B. Purpose: As a communication base of the University of Hawai'i at Hilo and of Hawai'i Community College, KAUA / University Radio Hilo provides the opportunity for UHH and HawCC students to gain experience, education, and training in radio broadcasting while improving the quality of life for the University/College community and the public through the broadcast of diverse, musical, cultural, educational, and informational programming. KAUA / University Radio Hilo will:
 - a. Provide an environment that promotes hands on learning experience in journalism, broadcast communications, and radio technology.
 - b. Strengthen campus unity among the student body, student organizations, faculty, staff, and administration, and outreach to the broader community and the world.
 - c. Provide programming of interest to the UHH/HawCC student populations, as well as a smooth communication channel for campus announcements.
 - d. Maintain high standards in professional and broadcast operations.
- C. Broadcast Radio Station: University Radio Hilo will operate a Broadcast Radio Station in the city of Hilo, Hawaii, under license of the University of Hawai'i.
- D. Internet Radio Station: University Radio Hilo will operate an Internet Radio Station in conjunction with the Broadcast Radio Station. The Internet Radio Station will be accessible from a URH website.

Section 2. Media Organization Freedom

Insofar as executive and staff members of KAUA / University Radio Hilo produce a broadcast media consistent with the responsibilities listed below, KAUA / University Radio Hilo qualifies under law as a First Amendment forum. That status means that the University of Hawai‘i at Hilo, the Hawai‘i Community College and the Board Of Media Broadcasting recognize and acknowledge the value of an independent radio station that functions, without prior restraint within legal and traditional guidelines, as a public forum for news and comment.

Section 3. Media Organization Responsibility

- A. The radio station may not violate existing law governing libel, slander, obscenity, or hazard to public or private safety or welfare. Personal liability may be incurred for such violations.
- B. The radio station will stand independent of any public or private pressure to act, write, or edit in a manner in any respect inconsistent with its best knowledge of the truth.
- C. The radio station will function as a medium to inform, educate, and entertain the entire campus community by maintaining a timely, comprehensive, and diverse flow of the best quality in music, news, information, ideas, fiction, poetry, drama, opinion, and criticism.
- D. The radio station will pursue aggressively its prerogatives to investigate, report, and comment upon any activity it deems of legitimate interest and concern to the campus community.
- E. The radio station will give timely and reasonable space to any voice espousing any legitimate cause of interest, value, or concern to the campus community.
- F. The radio station will operate in every aspect consistently with the code of ethics and professional conduct, as outlined in Appendix A.

Section 4. Other Media Organizations

The BOMB may establish and run other Media Organizations as the need arises.

Section 5. Advisors to Broadcast Media

The BOMB shall select a faculty advisor and/or an advisory committee(s) for each Media Organization under its authority, under the recommendation of the Media Organization

General Manager. BOMB appointed media staff may recommend and/or veto advisors provided that they present their recommendation or veto in writing to the BOMB for consideration.

Article 6 BOMB Media Organization Staff

Section 1. Qualifications for BOMB appointees

Qualifications will include, but are not limited to:

- A. Prior related experience: Appointees must have training and/or experience considered by the BOMB to have raised them to the level of expertise required for the Media Organization.
- B. Student status: Appointees must be currently registered, for a minimum of six (6) credits with UHH or HawCC and in good academic and disciplinary standing, as defined in the Student Conduct Code of each student staff member's home institution.

Section 2. Terms of Office

Terms of office will begin on March 15, or when selected, and will serve until the next appointee is named or as the BOMB determines.

Section 3. Recruitment and Selection Procedures

- A. The BOMB shall advertise all vacancies in Media Organization Staff on the student radio station and/or student newspaper for two weeks not later than the end of the second week in February, or as circumstances warrant, before choosing applicants for vacant positions.
- B. The Board will interview eligible applicants and make appointments no later than March 15, or as circumstances warrant.

Section 4. Responsibilities of General Managers (GM)

- A. Organization: The GM is responsible for recruiting, instructing, and supervising a complete staff (DJs, news staff, etc.) throughout his/her tenure in office.
- B. Production: The GM is also responsible to keep the Media Organization running when no one else is available to do so, and is on call 24 hours/day for emergencies.

- C. Operations: The GM is responsible for reaching consensus with the Business Manager on the annual budget, and with other station staff on planning for station activities. The GM must approve all Media Organization purchases.
- D. Content: The GM is responsible for ensuring that the content of his/her broadcast media follows the provisions of this Charter and Bylaws.
- E. Training and Mentoring: The GM, with Organization Directors, conducts orientation classes for new staff.
- F. Representation: The GM is the sole representative of URH Radio Station. He/she makes phone contacts with campus and community agencies seeking information on URH policies and procedures regarding PSAs, maintains community relations and complaints concerning programming, and actively seeks out ways to gain publicity and enhance URH's image.
- G. Miscellaneous: The GM is responsible for other administrative duties as may be assigned by the BOMB, this Charter and Bylaws, and any operating procedures of the BOMB.

Section 5. Responsibilities of Business Managers (BM)

- A. Fiscal: The BM is the Chief Financial Officer for the Media Organization. The BM will:
 - Prepare the Media Organization annual budget with the consensus of the GM for Executive Board approval
 - Be responsible for monthly, quarterly, and yearly fiscal reports
 - Be responsible for accounts receivable and payable
 - Make purchases
- B Underwriting: The BM is responsible to bring in underwriters to the Media Organization, if underwriting is needed. The BM will ensure that content of underwriting be in accordance with BOMB policy.
- H. Training: The BM shall attend all training sessions provided by the Campus Center's fiscal staff.
- I. Deadlines: The BM is responsible to meet purchasing deadlines as needed by the Media Organization and assigned by the GM. Such deadlines shall be consistent with those established by the UHH and HawCC Business Offices.
- J. Miscellaneous: The BM is responsible for other administrative duties as may be assigned by the BOMB, this Charter and Bylaws, and any operating procedures of the BOBM.

Section 6. Responsibilities of Faculty Advisors

- A. Broadcast Media Training: The Faculty Advisor shall provide instruction, training, and supervision to student staff and volunteers in regards to policies and procedures, broadcast ethics, and laws.
- B. Resource Person: The Faculty Advisor shall serve as a resource person and liaison to campus and community resources.

Section 7. Responsibilities of other staff

The BOMB may write policies for other staff positions as necessary.

Article 7 Awards

Section 1. Stipends for BOMB Appointees

The BOMB may recommend, adjust, or rescind stipends for its media appointees and staff. Because of the co-curricular nature of broadcast media overseen by the BOMB, students appointed to media staff positions of these broadcast media will not be considered employees of either the BOMB or the University of Hawai‘i, rather volunteers of the BOMB and/or University. Stipend levels will be set to reflect consideration of the co-curricular, pre-professional “reward” intrinsic to the respective positions, as well as other relevant aspects such as degree of responsibility, supervisory responsibilities, and time spent in discharging the duties of the position.

Section 2. Stipends for Other Media Organization Staff

The BOMB may establish, adjust, or rescind stipends for persons chosen to fill positions by General Managers alone. Some or all of these stipends may be distributed by General Managers from a discretionary portion of their media budget. Because of the co-curricular nature of broadcast media overseen by the BOMB, persons chosen to fill positions by General Managers alone will not be considered employees of the BOMB, the University of Hawai‘i, or the Media Organization, rather volunteers of the BOMB, University, or Media Organization. Stipend levels will be set to reflect consideration of the co-curricular, pre-professional “reward” intrinsic to the respective positions, as well as other relevant aspects such as degree of responsibility, supervisory responsibilities, and time spent in discharging the duties of the position.

Section 3. Compensation for Contractual Employees

The BOMB will pay all persons under contractual jurisdiction according to the terms of the relevant contract(s). The terms of the contract are negotiated between the BOMB and the contracted person(s).

**Article 8
Amendments**

Section 1. Amendment Proposals

Amendment proposals must be submitted in writing to all BOMB members at least one (1) month prior to BOMB action.

Section 2. Public Hearing

In accordance with the provisions of the current Hawai'i Revised Statutes, a public hearing on all amendments will be held prior to final BOMB approval.

Section 3. Amendments Approval

These By Laws may be amended by a two-thirds (2/3) majority vote of the BOMB.

Appendix A
Board Of Media Broadcasting By-Laws
A Statement of Principles

2000 RTNDA Code of Ethics and Professional Conduct

The Radio-Television News Directors Association, wishing to foster the highest professional standards of electronic journalism, promote public understanding of and confidence in electronic journalism, and strengthen principles of journalistic freedom to gather and disseminate information, establishes this Code of Ethics and Professional Conduct.

PREAMBLE Professional electronic journalists should operate as trustees of the public, seek the truth, report it fairly and with integrity and independence, and stand accountable for their actions.

PUBLIC TRUST: Professional electronic journalists should recognize that their first obligation is to the public.

Professional electronic journalists should:

Understand that any commitment other than service to the public undermines trust and credibility.

Recognize that service in the public interest creates an obligation to reflect the diversity of the community and guard against oversimplification of issues and events.

Provide a full range of information to enable the public to make enlightened decisions.

Fight to ensure that the public's business is conducted in public.

TRUTH: Professional electronic journalists should pursue truth aggressively and present the news accurately, in context, and as completely as possible.

Professional electronic journalists should:

Continuously seek the truth.

Resist distortions that obscure the importance of events.

Clearly disclose the origin of information and label all material provided by outsiders.

Professional electronic journalists should not:

Report anything known to be false.

Manipulate images or sounds in any way that is misleading.

Plagiarize.

Present images or sounds that are reenacted without informing the public.

FAIRNESS: Professional electronic journalists should present the news fairly and impartially, placing primary value on significance and relevance.

Professional electronic journalists should:

Treat all subjects of news coverage with respect and dignity, showing particular compassion to victims of crime or tragedy.

Exercise special care when children are involved in a story and give children greater privacy protection than adults.

Seek to understand the diversity of their community and inform the public without bias or stereotype.

Present a diversity of expressions, opinions, and ideas in context.

Present analytical reporting based on professional perspective, not personal bias.

Respect the right to a fair trial.

INTEGRITY: Professional electronic journalists should present the news with integrity and decency, avoiding real or perceived conflicts of interest, and respect the dignity and intelligence of the audience as well as the subjects of news.

Professional electronic journalists should:

Identify sources whenever possible. Confidential sources should be used only when it is clearly in the public interest to gather or convey important information or when a person providing information might be harmed. Journalists should keep all commitments to protect a confidential source.

Clearly label opinion and commentary.

Guard against extended coverage of events or individuals that fail to significantly advance a story, place the event in context, or add to the public knowledge.

Refrain from contacting participants in violent situations while the situation is in progress.

Use technological tools with skill and thoughtfulness, avoiding techniques that skew facts, distort reality, or sensationalize events.

Use surreptitious newsgathering techniques, including hidden cameras or microphones, only if there is no other way to obtain stories of significant public importance and only if the technique is explained to the audience.

Disseminate the private transmissions of other news organizations only with permission.

Professional electronic journalists should not:

Pay news sources who have a vested interest in a story.

Accept gifts, favors, or compensation from those who might seek to influence coverage.

Engage in activities that may compromise their integrity or independence.

INDEPENDENCE: Professional electronic journalists should defend the independence of all journalists from those seeking influence or control over news content.

Professional electronic journalists should:

Gather and report news without fear or favor, and vigorously resist undue influence from any outside forces, including advertisers, sources, story subjects, powerful individuals, and special interest groups.

Resist those who would seek to buy or politically influence news content or who would seek to intimidate those who gather and disseminate the news.

Determine news content solely through editorial judgment and not as the result of outside influence.

Resist any self-interest or peer pressure that might erode journalistic duty and service to the public.

Recognize that sponsorship of the news will not be used in any way to determine, restrict, or manipulate content.

Refuse to allow the interests of ownership or management to influence news judgment or content inappropriately.

Defend the rights of the free press for all journalists, recognizing that any professional or government licensing of journalists is a violation of that freedom.

ACCOUNTABILITY: Professional electronic journalists should recognize that they are accountable for their actions to the public, the profession and themselves.

Professional electronic journalists should:

Actively encourage adherence to these standards by all journalists and their employers.

Respond to public concerns, investigate complaints and correct errors promptly and with as much prominence as the original report.

Explain journalistic processes to the public, especially when practices spark questions or controversy.

Recognize that professional electronic journalists are duty-bound to conduct themselves ethically.

Refrain from ordering or encouraging courses of action which would force employees to commit an unethical act.

Carefully listen to employees who raise ethical objections, and create environments in which such objections and discussions are encouraged.

Seek support for and provide opportunities to train employees in ethical decision-making.

In meeting its responsibility to the profession of electronic journalism, RTNDA has created this code to identify important issue, to serve as a guide for its members, to facilitate self-scrutiny, and to shape future debate.