	LOWER MERION TOWNSHIP POLICE DEPARTMENT **Ardmore, Pennsylvania**
	Policy 3.17.4

Subject:		Distribution:
Media Relations		**All Personnel**
Date of Issue:	Expiration Date:	Rescinds:
06-01-2014	**Until Amended or Rescinded**	**Directive: 98-64**
References:		
CALEA: 54.1.3; PLEAC: N/A		
By Authority of:		
M J McStott	**Superintendent of Police**	

PURPOSE

It shall be the policy of the Lower Merion Township Police Department to develop and disseminate media releases when there is a need to inform the public and/or media of a newsworthy event or Department activity.

POLICY

A. The Lower Merion Police Department employees that are authorized to speak to members of the electronic or print media about official police business are Command Staff Officers or their designee(s).

B. This policy is to ensure that information is released to the media on a fair and consistent basis and in such a manner that the dignity and privacy of victims and witnesses are protected and to avoid official police investigations from being compromised by the release of unnecessary information.

C. The unauthorized release of information concerning official police matters to news agencies shall be considered a serious breach of discipline.

D. At crime and major incident scenes the Incident Commander or his/her designee will establish a media staging area and coordinate all activities of the news media. News media will be denied access in the following situations: *(CALEA 54.1.3)*

   1. The inner and outer perimeter of any scene, even if a private property owner requests it.

   2. If there is a possibility that evidence will be damaged, tampered with, or removed from the scene of a crime, or if the investigation will be hampered.

3. If the media's presence would disrupt operations, place a citizen or police officer in substantial risk of injury or loss of life during a tactical police operation.

RESPONSIBILITY

It is the responsibility of all supervisory personnel to ensure that all personnel under their immediate supervision comply with this policy.