1.00 PURPOSE

1.01 To provide guidelines for members in representing the TX-PWRT during media interviews or correspondence.

2.00 OBJECTIVE

2.01 To provide guidance for the responsibilities and duties of TX-PWRT personnel during media interviews and correspondence.

3.00 DEFINITIONS

3.01 Media: the means of communication to the public through communications streams such as radio, television, newspapers, magazines, or news outlets.

4.00 GENERAL GUIDELINES

4.01 No member of the TX-PWRT other than the Team Leader, Operations Chief, or Division/Agency Public Information Officer (PIO) at a deployment, shall release information, give an interview relating to the TX-PWRT or a TX-PWRT deployment, without obtaining clearance from the Director or TX-PWRT Operations Chief. No member shall express their opinion on an official position of the TX-PWRT.

4.02 No member of the TX-PWRT, other than the Team Leader, Operations Chief or Public Information Officer, shall represent the TX-PWRT in a correspondence or article without official clearance or approval. Members should not make statements or sign Texas A&M Public Works Response Team and their team position on any correspondence without approval. Approval can be obtained through the Operations Chief or through the Public Information Officer.

4.03 No member shall make a statement or write a correspondence concerning any political view or position concerning the TX-PWRT. Members should refer inquiries up the chain of command to the Operations Chief, Public Information Officer or Team Leaders.
4.04 Members may release information concerning the date, time, and location of a TX-PWRT event or deployment. They may release their name and team position. All other information requests must be forwarded up the chain of command.

4.05 TX-PWRT uniforms and TX-PWRT branded clothing or other apparel should not be worn when not involved in operations or activates directly related to TX-PWRT deployments, TX-PWRT trainings, TX-PWRT classes, or events in which a member is officially representing the TX-PWRT.

4.06 Uniforms or branded apparel will not be worn while participating in events that could discredit the TX-PWRT, political activities, private employment, or at establishments that primarily operate to serve alcohol.

4.07 The TX-PWRT brand and name is a protected trademark and a well-recognized symbol of the TX-PWRT and its service to the State of Texas. All uses of the logo, brand, or name require prior written approval. Any member or organization wanting to put the TX-PWRT logo(s) on an item or create a likeness requires prior written approval from the TX-PWRT Director or delegate; requests should be made via the Public Information Officer.