

 <p style="text-align: center;"><b>ADMINISTRATIVE REGULATIONS</b></p> <p style="text-align: center;"><b>STATE OF ARKANSAS</b></p> <p style="text-align: center;"><b>BOARD OF CORRECTIONS</b></p>	<b>Section Number:</b>	<b>Page Number:</b>
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	<b>Board Approval Date:</b>	
	<b>11/29/79</b>	
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		<b>2/1/80</b>
<b>SUBJECT: Public and Community Relations</b>		

**I. POLICY OF DEPARTMENT:**

To develop programs, policies and procedures that will create and maintain harmony, cooperation, mutual assistance and favorable community attitudes toward each institution and the Department of Correction in general.

**II. EXPLANATION:**

- A. Except where other Administrative Regulations govern, the Chief Administrative Officer of the institution or program has the responsibility for all communications with the mass media. The Chief Administrative Officer, with the assistance from the Public Information Office, is also charged with the responsibility for the development, preparation and production of written and visual materials pertaining to the institution for the mass media, public and internal consumption-including a collection of photographs of educational and vocational programs, residential areas, and recreation and entertainment events.
- B. Incidents of an unusual nature shall be reported to the local news media by the Public Information Officer only after contact has been made with the Director, Board of Correction, the Governor's Office, the Attorney General's Office, the Prosecuting Attorney, and the Sheriff's Office. Incidents of an unusual nature would include: escapes, disturbances, fights where medical treatment or hospitalization is required for offenders or employees, suicides, lockups, escape attempts, fires and major damage to state property.

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