

Railroad Commission of Texas Media Inquiries

Referral to Media Affairs

This policy shall apply to all agency employees excluding Commissioners and their personal staff members. Any media inquiry or request for interview including, but not limited to, an inquiry or request from any radio, television, newspaper, magazine, or Internet based media organizations regarding (i) the RRC or other state agencies, (ii) any matter within the employee's scope of employment with the RRC, or (iii) any matter known by the employee to be within the official state business of the RRC or other state agencies, including matters of policy, litigation, investigation or other state business, should be directed to the Media Affairs Director. An employee shall not proceed with a response to an inquiry or an interview regarding such matters without specific prior approval from the Media Affairs Director or the Executive Director.

Employees are authorized to inform the media of this policy and to direct media inquiries to the Press Office. However, an employee is not authorized to communicate further with the media until the employee has requested and received permission from the Director of Communications or the Executive Director to answer the inquiry or proceed with the interview.

At times, an employee may be the subject of a media inquiry or interview request that is unrelated to the RRC or other state agencies, any matter within the employee's scope of employment with the RRC, or any matter known by the employee to be within the official state business of the RRC or other state agencies. In such situations, the employee is not authorized to speak on behalf of the RRC or other state agencies. The employee may, if necessary, acknowledge that the RRC is his/her employer, but if the employee does so, the employee is required to clearly communicate that the employee is acting solely in his/her personal capacity and is not authorized to speak on behalf of the RRC or a client agency or to matters related to the RRC or its client agencies.

Employee Responsibility

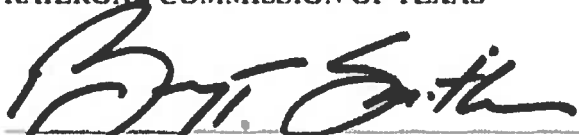
After receiving permission from the Director of Media Affairs or the Executive Director to answer the inquiry or proceed with the interview, any employee responding to a media inquiry or request for interview must communicate the substance of the exchange with the Press Office. The employee shall be responsible for any misinformation, misquotes, misinterpretations or misrepresentations conveyed by the employee. Failure to comply with this policy could result in disciplinary action, up to and including dismissal.

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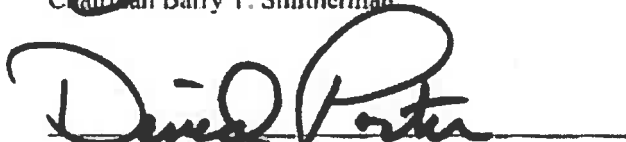
Failure to comply with this policy may result in disciplinary action, up to and including dismissal.

Signed this 21st day of August, 2012

RAILROAD COMMISSION OF TEXAS



Chairman Barry T. Smitherman



Commissioner David Porter



Commissioner Buddy Garcia