

1 **Rule 3-404. Public information program.**

2 Intent:

3 To establish a public information program within the Administrative Office.

4 To identify the Administrative Office as primarily responsible for the administration
5 and management of the public information program.

6 To establish criteria governing the type of public information services which shall be
7 provided to the judiciary, the media and the public.

8 Applicability:

9 This rule shall apply to the judiciary.

10 Statement of the Rule:

11 (1) A public information program is established within and administered by the
12 Administrative Office. The goal of the public information program is to establish
13 strategies which promote the judiciary's missions, goals and activities in a manner which
14 reflects a positive image of the courts.

15 (2) The public information program shall include:

16 (2)(a) the development and maintenance of internal communication within the
17 judiciary;

18 (2)(b) the development and maintenance of external communications and [media](#)
19 relations;

20 (2)(c) the development of [protocol for and providing assistance to judges, staff and](#)
21 [the media in high-profile technical resources and expertise and the identification of](#)
22 [methods for providing technical advice in specific](#) cases;

23 (2)(d) the development and maintenance of public education programs; and

24 (2)(e) the publication of a reports on the operations of the courts including financial
25 and statistical data, recommendations for legislative or administrative action and a
26 general review of the activities of the judiciary.

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