

## Interviewing and Publication Policy

The interests of InfraGard must be protected whenever presented to non-InfraGard members. On the occasion that an InfraGard member is called upon to prepare documentation, brief non-InfraGard members, or be interviewed concerning InfraGard, the views expressed must be in accordance with the goals and intentions of the association. The guidelines provided in this policy should ensure that a reasonable level of uniformity and consistency between the different presentation of InfraGard.

Independent of the type of presentation, (interview, brief, or published documentation) the InfraGard leadership and the local FBI representative should be made aware of the upcoming presentation. The InfraGard member and the FBI representation should agree on the theme of the presentation.

The identity of InfraGard members should be protected at all times. Names of individual members or their employers should not be disclosed without the permission of the individual and the employer.

### Interviews

During interviews with members of the press, controlling the image of InfraGard being presented can be difficult. Proper preparation for the interview will minimize the risk of embarrassment. Hence, all questions should be submitted in writing prior to the interview. The InfraGard leadership and the local FBI representative should review the submitted questions, agree on the predilection of the answers, and identify the appropriate interviewee. Whenever possible the local FBI representative and an InfraGard member should attend the interview together to emphasize the partnership between the FBI and InfraGard.

During the interview, the demeanor of the interviewee is as important as the content of the answers. The interviewee should adhere to the following guidelines:

- Tailor answers to the expected audience and to the context of the interview. For example, if the interview is with a local newspaper on economic espionage, use simple sentences and basic facts to answer technical questions and focus answers on the benefits of InfraGard membership with respect to economic espionage avoiding unrelated topics.
- Questions concerning sensitive information should be avoided. The interviewer has the right to quote whatever the interviewee says, hence be on guard for questions seeking inappropriate information. The interviewee should **NEVER** argue with the interviewer.

### Briefs and Publications

Briefings and publications create a permanent record of the speaker or author's views and opinions, hence such presentation required greater deliberation than interviews. The views presented must be in accordance with the views and attitudes of InfraGard and the FBI. Prior to distribution of any briefing material or publication, the author must obtain authorization to distribute the material from the local InfraGard leadership and the local FBI representative.