

HRE Press/Media Policy

If an HRE staff member is contacted by the press, they are able to speak on behalf of themselves, but not on behalf of HRE and not as a representative of HRE or the University of Utah unless given prior approval from an HRE Leadership Team Member.

If a staff member receives an inquiry from the media - or wishes to speak with the media of their own accord- they can identify themselves by name and should make it clear that they are speaking on their own behalf as an individual and not as a representative of HRE.

HRE staff members who elect to speak to the media on their own behalf shall take care not to reveal the private and confidential information of any resident within HRE.

University Marketing and Communications will be the primary spokesperson for the campus and for HRE. If an HRE staff member receives an outreach from the media, they can refer them to University Marketing and Communications.

Requests and inquiry from the press and media can be directed to University Marketing and Communications:

UNIVERSITY MARKETING & COMMUNICATIONS

Main Phone: 801-581-6773

On-call phone for media: 801-213-2562

Fax: 801-585-3350

Address:

75 Fort Douglas Blvd

Salt Lake City, Utah 84112

Fort Douglas Duplex Building 601

Furthermore, staff can also alert HRE's Executive Director, Director of Housing, or Assistant Director of Communications and Assessment if they receive a media request as these individuals assist with overseeing media requests and collaboration with UMC.