

OFFICE OF THE AUDITOR EMBARGO POLICY

The Office of the Auditor, State of Hawai'i (Office of the Auditor), may grant prepublication access to its reports and to other related materials to selected members of the media who agree not to publish, broadcast, post online, or otherwise place information about embargoed materials in the public domain until the time of their publication by the Office of the Auditor. During the embargo period, individuals granted access to embargoed materials may review and discuss such materials with the Office of the Auditor and others for the purposes of preparing news articles or other media coverage for release at the time of publication by the Office of the Auditor. However, individuals shall not provide copies of the embargoed materials to others without the prior written consent of the Office of the Auditor.

In addition to the Portable Document Format (PDF) of the full Office of the Auditor report scheduled for publication, the Office of the Auditor may also provide additional materials such as an Auditor's Summary, media statement, video clips, audio clips and/or digital images. All such materials are also subject to this embargo policy and are furnished exclusively for use in coverage of reports published by the Office of the Auditor, and for no other purpose.

By requesting access to Office of the Auditor embargoed materials, members of the media agree to adhere to the above restrictions and to the specific policies stated below. For additional questions regarding the Office of the Auditor embargo policy, please call the Office of the Auditor at (808) 587-0800 or email LAO.Auditors@hawaii.gov.

Embargo period

The embargo is lifted at the time and date specified or when the report is published by the Office of the Auditor online or in print (whichever comes first).

The Office of the Auditor will grant access to its embargoed reports and other related materials to:

- Reporters, writers, editors, and producers with staff credentials from newspapers, magazines, online news services, wire services, radio or television networks and stations.
- Independent journalists (including bloggers) and editors who regularly cover State government-related topics (note: individuals will be required to provide examples of recent work).
- Representatives of certain academic or government media/public relations departments.

Penalties for violating embargo

The Office of the Auditor reviews embargo violations on a case-by-case basis. Circumstances of an embargo violation will be evaluated before a determination is made regarding appropriate penalties. Penalties for violating an embargo may include but are not limited to loss of access to embargoed materials, loss of access to future embargoed materials and loss of access to Office of the Auditor media briefings and other events for up to two (2) years from the time of the embargo violation. The employer of an individual who violates an embargo may also be suspended from receiving embargoed materials. If a media outlet/reporter has been suspended, it will be the responsibility of the media outlet/reporter to reapply for access to embargoed materials after the suspension period ends.