

The Diocesan Times Editorial Policy

1. *The Diocesan Times* has a responsibility to inform Anglicans in the diocese about work of the church in Nova Scotia and Prince Edward Island, to present news about trends in the diocese in a timely fashion and to stimulate debate on issues of concern to the church.

2. *The Diocesan Times* is published by the diocese but it is not the official voice of the diocese. As a church-sponsored and financed paper it carries out its mandate as approved from time to time by Diocesan Council and monitored by its Management Board.

3. Within this policy, the editor is free to select and edit material for publication and to state his/her editorial mind critically, without fear or favour, it being understood that taste, courtesy and the purpose of the paper are to be observed.

4. The content of *The Diocesan Times* should reflect truth, accuracy, readability, fairness, relevance and significance.

5. Official statements of church policy shall be identified as such. If an article questions or calls for change in existing policy, the existing policy shall be stated.

6. All editorials are to be signed. With the exception of editorials, the editor shall not print his/her personal opinions in the paper.

7. Letters to the Editor

a) In order to allow the widest expression of views and permit as many people as possible to express those views, *The Diocesan Times* shall publish its policy on letters to the editor.

b) The published policy on letters will be: "The editor of *The Diocesan Times* welcomes letters on any relevant subject but reserves the right to condense them. Letters, including those sent electronically, must include the name, mailing address and daytime telephone number of the writer. Letters must be signed and pen names will not be used."

c) An editor's note at the conclusion of a letter is to be used solely for clarifying a matter of fact.

8. All major articles are to have by-lines indicating the author of the article. Where a news story is written by someone who has or may be seen to have an interest or bias in the subject matter, a brief pertinent description of the author shall accompany the article declaring the interest or group affiliation. The published policy on guest articles shall be "*The Diocesan Times* welcomes submissions for guest articles. Submissions should address topical issues and the writer should have some acknowledged expertise or experience in the subject. *The Diocesan Times* reserves the right of editorial discretion in approving submissions for publication, and also the right to edit for length and style. Submissions must bear the signature, address, and home telephone number of the author, or a number where the author can be reached. The author's name and credentials will be published and pen names must not be used. Information on how to reach *The Diocesan Times* is available in the masthead."

The Diocesan Times operates in accordance with the Statement of Ethics and Standards of Professional Practice of the Associated Church Press. Approved by Management Board, September, 1996.

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