

PUBLIC FILE POLICY

- Public broadcasting stations are required to maintain the following materials in the public file:
 - The License
 - Applications and Related Materials
 - Contour Maps
 - Material Relating to an FCC Investigation or Complaint
 - Ownership Reports and Related Material
 - List of Contracts Required to be Filed with the FCC
 - Political File
 - WWO Materials
 - “The Public and Broadcasting”
 - Quarterly Programming Reports
 - Lists of Donors
 - Local Public Notice Announcements
 - Must-Carry Requests
 - DTV Transition Consumer Education Activity Reports

- Public files are available for review Monday through Friday, 8am – 5pm. Appointments are encouraged, but not required. The files are located in the business office.

- Members of the public are permitted to go through the files in the presence of a WUSF staff person.*
 - Only one file at a time may be removed from the drawer
 - Only the staff person may remove something from the folder for examination, and the staff person must be the one to replace it.

- Copies of items in the public files will be supplied upon request, at a cost of \$.05 per copy. WUSF will supply the copies within five business days.

- A copy of the *Public and Broadcasting Procedural Manual* will be supplied free of charge upon request. There is a copy in the files that may be used for copying purposes. This copy is not part of the public file.

- WUSF is not permitted to give rating information because that is proprietary information belonging to the ratings organizations.

WUSF Audited Financial Statements are located in the Office of the Assistant Director of Business and Finance and are available for review. Public access to these statements follows the same policy as the Public Inspection File.

*(Staff members with responsibility for disseminating information from the public files are Timothy Smith and Terri Shaw).

(Rev. February 2015)