



MEDIA HOTLINE: (212) 850-6122

Sponsored by The Reporters Committee for Freedom of the Press and Levine Sullivan Koch & Schulz, L.L.P.
RCFP: 1815 N. Fort Myer Dr., Suite 900, Arlington, VA 22209 (703) 807-2100
LSKS: 230 Park Avenue, Suite 1160, New York, NY 10169 (212) 850-6100

REPORTERS COMMITTEE MEDIA HOTLINE PROVIDES FREE 24-HOUR LEGAL AID TO CREDENTIALLED JOURNALISTS COVERING REPUBLICAN NATIONAL CONVENTION

- Carry **BOTH** your press credential and a government issued photo I.D. at all times.
- If you are detained, (1) comply with police orders; (2) identify yourself as a member of the press; and (3) ask the arresting officer to notify a commanding officer and the Deputy Commissioner for Public Information (646-610-6700) that a reporter is being detained.

The Reporters Committee for Freedom of the Press has arranged with the media law firm of Levine Sullivan Koch & Schulz L.L.P. to coordinate *pro bono* legal assistance to credentialed reporters covering the 2004 Republican National Convention through a 24-hour hotline. Volunteer attorneys will be available to assist credentialed reporters who are arrested or experience other problems with law enforcement while covering the convention, the political protests or related events.

The hotline will be in operation from Friday, August 27, 2004, through the end of the convention. The phone number is (212) 850-6122. After business hours, this number will be forwarded to the cellular phone of a volunteer attorney. If the number is not available due to high cellular traffic, or any other reason, during regular business hours you may call (212) 850-6100, or you may call the regular hotline operated by the Reporters Committee at (800) 336-4243. The attorneys responding to calls are David Schulz, Jay Brown, Halimah DeLaine and Alia Smith. They will coordinate a pool of volunteer lawyers from a number of other law firms, including Clifford Chance U.S. LLP and Proskauer Rose LLP.

BE PREPARED. Disturbances occurring at political conventions in the past sometimes have resulted in mass arrests during which reporters have been taken into custody. The MEDIA HOTLINE is part of the Reporters Committee's effort to minimize problems experienced by reporters from undue restrictions on access, or while covering demonstrations and other events occurring in New York City during the Republican National Convention. This flier provides guidelines to follow in the event of a disturbance and provides our best information at the time it was prepared. This information is subject to change as the convention approaches.

Always carry with you two forms of identification: (1) your convention credential, police-issued press pass, or other documentation of your status as a professional journalist, and (2) a government issued photo identification card. If you are detained without

a government-issued I.D., the police will hold you until you can be fingerprinted and positively identified, a process that can take several hours and makes you ineligible to receive a desk appearance ticket. Also, any journalist wearing a helmet during a protest should have the word "PRESS" prominently displayed on the helmet itself.

POLICE INFORMATION. The Secret Service, FBI, Department of Homeland Security, New York State Police, New York City Police Department ("NYPD"), and others will all have a presence in and around Madison Square Garden.

The NYPD's Deputy Commissioner of Public Information ("DCPI") will operate a 24-hour command post at 8th Ave. and 31st Street to resolve any conflicts or misunderstandings between the press and the police during the convention. In the event of any incident between the media and the police, you should immediately call DCPI at (646) 610-6700. DCPI will get NYPD supervisory personnel to the site of incident as soon as possible.

During the convention, journalists can receive information and updates directly from the NYPD by pager or email. To receive these notices send an email to Brian Sessa at DCPI (bsessa@nypd.org) containing your name, the name of your news organization, your title or position, and a contact phone number. Upon verification, you will be added to the NYPD's RNC email list. The Midtown South Precinct will also operate an information office during the convention. That office can be reached at (212) 239-4381 or (212) 239-2344.

ACCESS. Any journalist carrying a photo ID and a press pass issued by the NYPD, or another major city police department, should have access to any location except the interiors of Madison Square Garden and the Farley Post Office (the designated media center for the RNC). Only reporters with credentials issued by the Republi-

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continued from other side

can National Convention will be granted access to these two restricted areas. Do not expect to be allowed to enter any areas in the vicinity of Madison Square Garden that are closed by police for security reasons, and do not walk through a police line without showing your press pass and obtaining permission.

MTA transit service to some areas in and outside of New York City will be curtailed, and pocketbooks, packs, briefcases, bags and boxes may be subject to search. Riders who refuse inspection or decline to provide identification on request may be barred from the transit system. Commercial vehicles coming into New York may also be subject to random police checks.

ON-SITE DETENTION. In the event police detain you during a disturbance, (1) immediately notify the arresting officer that you are a news reporter and show your credentials and (2) ask that both a commanding officer and DCPI be notified that a reporter has been detained. The NYPD has advised its officers not to interfere with working journalists, provided the journalists do not commit separate infractions or interfere with police operations or safety. Identifying yourself as a news reporter should facilitate your release if you are caught up in a mass arrest.

If you are charged with disorderly conduct, disturbing the peace, or a similar infraction, and are carrying your photo I.D., the police may take your information and release you with a "Desk Appearance Ticket" (DAT), requiring you to appear in court usually within 30-60 days. If you are issued a DAT and would like assistance with the subsequent court appearance, attorneys with Levine Sullivan Koch & Schulz L.L.P. can help you find counsel, but representation at the hearing is not part of the free hotline service. Failure to appear in court at the appointed date and time may result in a warrant for your arrest.

ARREST. If you are arrested, you most likely will be taken for initial processing to the precinct in which the arrest occurred. If you are not then released with a DAT issued at the precinct, you will be taken to Central Booking at 100 Centre Street (phone: 212-374-5818) for further processing. If Central Booking is overcrowded, you will be taken either to the Manhattan House of Detention (The Tombs), 125 White Street, or the Brooklyn House of Detention, 275 Atlantic Avenue.

A routine booking procedure is then conducted involving a series of background questions, fingerprints, and photographs. You will be required to provide identification at this time. If you fail to do so, you will be transported to the New York County (Manhattan) Criminal Court to appear before a judge. If you refuse to identify yourself, you will be returned to the House of Correction and detained until your identity is determined.

A representative of the Criminal Justice Agency will also interview you. The interview is to assist the judge in deciding whether

to: (1) set bail; (2) release you without bail on your own recognizance; or (3) hold you in jail without bail. You should cooperate in giving your name and address but remember that other statements you make during this interview can and will be used against you in later proceedings.

Once the booking procedure is completed, you will be taken to Criminal Court, 100 Centre Street, to appear before a judge for arraignment. You have the right to an attorney at the arraignment, and may call the MEDIA HOTLINE to request a volunteer attorney who can provide assistance in connection with your arraignment and in securing your release. If eligible, you will be released on bail from the courthouse. If not, you will be transferred to the Manhattan or Brooklyn House of Detention for further detention.

Individuals arrested for misdemeanors and who have no outstanding warrants for their arrest most likely will be bailed and ordered to appear back in the New York County (Manhattan) Criminal Court on a later date. (Anyone appearing to be under the influence of alcohol, narcotics or other intoxicants, may be kept in custody by the police.) Most individuals arrested for misdemeanors are released on their own recognizance. However, you should carry a minimum of \$100 to secure your release, if necessary.

ADDITIONAL INFORMATION. The Reporters Committee has made arrangements with Levine Sullivan Koch & Schulz L.L.P. to coordinate *pro bono* assistance to journalists with proper credentials. The hotline should not be used for disputes over credentials or problems unrelated to your news coverage of the convention.

- Non-credentialed reporters or protesters who are arrested may not use this MEDIA HOTLINE, but may instead contact the National Lawyers Guild at (212) 679-6018 to request legal assistance.
- Questions about civil rights and liberties issues will be fielded by the American Civil Liberties Union of New York at (212) 344-3005.

When calling the MEDIA HOTLINE, please identify yourself as a credentialed journalist and state that you are calling the MEDIA HOTLINE. Be sure to specify whether you are requesting emergency assistance or merely seeking advice. If you are taken into custody and unable to call the MEDIA HOTLINE, try to inform a colleague, employer, or somebody else to contact the HOTLINE on your behalf.

If you have any questions or comments about the MEDIA HOTLINE, contact David Schulz at (212) 850-6103 or Halimah DeLaine at (212) 850-6113 at Levine Sullivan Koch & Schulz L.L.P., or Lucy Dalglish, Executive Director of the Reporters Committee, at (703) 807-2100.

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