

Glen Ellyn Community Television
Public Access Program Rules and Regulations

I. PROGRAM AND CONTENT

A. Prohibitions and Clearances

Glen Ellyn Community Television shall not exercise editorial control over program content, except that which is required by law with regard to obscenity and illegal activity. Glen Ellyn Community Television reserves the right to schedule programs it deems inappropriate for children in a timeslot of its choosing. Users of community television channels and program producers are fully responsible for the content of all program material they produce and/or submit. The following material is prohibited.

1. Material which constitutes libel, slander, invasions of privacy or publicity rights, or which might violate any other local, state or federal law.
2. Program material that creates the immediate danger of damage to property or injury to persons; the substantial obstruction of law enforcement or other governmental functions or services; the deprivation of any person by threat, threat of force or physical action of a legal right or the disturbance of any person in the enjoyment of a legal right; or the creation of a public nuisance.
3. The direct or indirect presentation of lotteries or lottery information, except for announcements pertaining to state sponsored lotteries.
4. Programs containing material that violates copyright or trademarks. Use of such material generally requires obtaining appropriate rights from music licensing organizations, publishers, representatives, copyright holders, broadcast stations, networks and any other person as may be necessary for cablecast. Producers may be asked to furnish written authorization for use of such materials.

B. Credits, Disclaimers and Labeling of Sensitive Material

Glen Ellyn Community Television reserves the right to insert a disclaimer before any program submitted for air. This disclaimer announces that Glen Ellyn Community Television is not responsible for the content of the following program, and that the program's producer accepts all responsibilities.

If Glen Ellyn Community Television and the access producer make a good faith determination that the subject material in a program may offend some viewers and/or may not be appropriate for children, Glen

Ellyn Community Television may require that a second disclaimer air immediately before the program stating that the following program may contain sensitive material, and that viewer discretion is advised.

II. ACCESS CHANNEL SCHEDULING

A. Timeslots

The Glen Ellyn Community Television Programmer retains the right to schedule any program for any timeslot that he/she sees fit. Specific time slots can be requested through the Programmer and will be considered in the following order:

1. In-House produced programming
2. Glen Ellyn resident programming
3. Non Glen Ellyn resident programming

B. Channel Time

Channel time must be requested at least 3 weeks prior to the requested date. This rule may be waived at the discretion of the Glen Ellyn Community Television Programmer.

Requests for consistent time slots (program series) will be honored at the discretion of the Glen Ellyn Community Television Programmer. To be considered "series programming" a new program must be submitted consistently on either a weekly or a monthly basis. If a series producer repeatedly fails to have a program ready in time for the scheduled cablecast, that time slot may be forfeited.

Time slots for program series are not permanent or guaranteed and may be interrupted or changed from time to time to accommodate other producers.

C. Cablecasting Procedures

Programs scheduled for cablecast must be submitted at least one week prior to scheduled cablecast.

Check with the Glen Ellyn Community Television Programmer about what format your program must be submitted on. The current preference is DVD, but GETV can also accept VHS, SVHS and Mini DV.

All programs, no matter the format submitted, will be transferred to the GETV library in DVD format. This copy will be held for future re-broadcasts unless the community producer wishes to cease all future broadcasts. Once this transfer is complete, the original can be picked up at any time.

All programs submitted must be accompanied with a copy of the "Glen Ellyn Community Television Public Access Channel Playback Form." This

form is available at www.glenellyn.org/getv/getv.htm, or the form can be picked up the Glen Ellyn Civic Center at 535 Duane St. Glen Ellyn, IL. 60137.

All programs submitted must have full disclosure of content. All programs must be submitted in English or with a full English transcript of program content.

D. Technical Standards

All programs submitted for playback are required to meet minimum technical standards for cablecast. Audio and video signal must be stable and of a quality as to permit playback and viewing without severe distortion and must be in compliance with FCC regulations. Glen Ellyn Community Television reserves the right to refuse any request for playback if these minimum technical standards are not met.

The following are examples of unacceptable technical conditions:

1. Loss of control track (glitches)
2. Incorrect color balance
3. White levels that exceed 100 ire or black levels that drop below 7.5 ire
4. Audio signals that are inaudible or distorted

III. GRANTS, UNDERWRITING AND SPONSORSHIP

A. Underwriting

Underwriting for programs must be for goods and services or in kind contributions that aid in developing and improving the program. Credit for underwriting must be similar to the following:

“Goods and services used in the production of this program were contributed by (company name).”

Credits may be shown before and after program and can be displayed at periodic intervals during the program.

Glen Ellyn Community Television must be notified, at the time the program is submitted that the program is underwritten. Failure to notify may result in a delay or cancellation of the cablecast.

B. Personal Profit and Commercial use

Access producers may not use any part of the program for personal profit or gain. Access producers found to be submitting programs which result in personal profit will immediately have their program pulled from cablecast and could possibly lose all playback privileges.

Federal law and FCC policies prohibit commercial use of public access channels. Producers wishing to develop a commercially viable program should request, from their local cable company, an application for commercial leased access time under section 612 of the Cable Act. Which specifically addresses the development of commercially supported programming on commercial lease access channels.

IV. RIGHTS AND RESPONSIBILITIES OF GLEN ELLYN COMMUNITY TELEVISION

A. Waivers.

Glen Ellyn Community Television reserves the right to unilaterally waive or modify any self-imposed regulation when that waiver or modification is judged by Glen Ellyn Community Television to be in the public interest or necessary for the efficient operation and management of the public access system.

B. Violations

Any community producer found in violation of Glen Ellyn Community Television's access rules and regulations for program submittal may be denied future submittal privileges.

C. Copyright

Access producers must obtain, in writing, and produce upon request, all necessary approvals, clearances, and licenses for the use of any material submitted for cablecast.