



## WINDSOR COMMUNITY TELEVISION PROGRAM STANDARDS AND PRIORITIES

Public access television is a unique opportunity for the average citizen to produce, and air for public viewing, programs that are of local interest. Individuals who make programs are expected to be in control of the content of their program, therefore they are liable for the same. Programs aired on WIN-TV may be produced at the station, at home, or elsewhere provided they meet the following program standards and priorities.

### **Program Standards**

1. Programs must not violate local, state or federal laws, including copyright.
2. Programs may not include any presentation of advertising material designed to promote the sale of commercial products or services.
3. Programs may not contain a lottery, or any advertisement/information concerning a lottery or game of chance, unless legal permission has been obtained.
4. Programs may not include content that constitutes libel, slander, obscenity, and invasion of privacy or any other violation of public rights.
5. Programs may not include material that has a reasonable probability of creating an immediate danger of damage to property, injury to individuals(s), or creating a public nuisance.
6. Programs must meet minimal technical standards suitable for cablecast, which includes acceptable audio and video levels and a format compatible with WIN-TV equipment.
7. All programs made locally must have the producer's name readily identifiable within the program.

### **Technical Standards**

WIN-TV accepts programs in DVD format or in .mpg format via flash drive or DVD. All completed programs ready for cablecast must be suitably labeled with program title, topic, total program run time, and producer's name. Programs on tape must begin within the first 60 seconds of the beginning of the tape, but not before the first 10 seconds. Each program must be on a separate tape.

## **Program Airing Priorities**

1. Programs made at WIN-TV, or by a member elsewhere, are guaranteed one (1) showing. Subsequent showings are scheduled at the discretion of either staff or the board of directors, dependent upon program popularity and/or quality.
2. Locally produced programming will be given priority in scheduling of air time.
3. Programs not produced locally, but appropriately sponsored by a member, are also guaranteed one showing, scheduled around the priority of locally produced programs.
4. In the case of programming deemed not suitable for family viewing, WIN-TV reserves the right to schedule the program at late night hours.
5. WIN-TV reserves the right to publicize that the contents and viewpoints of access programming are solely those of the program's producer.
6. Regular programs, or series, may be assigned a regular time slot, subject to a thirteen (13) week rotating block schedule.
7. WIN-TV reserves the right to make changes in the schedule without notice for due cause. For example, programs may be pre-empted for live programming of an emergency nature.
8. Regular programs, or series, may be taken off the schedule if new shows are not received by WIN-TV as agreed upon by the program proposal. Two (2) missed updated programs may result in losing a regular time slot to another program. WIN-TV is not responsible for reminding producers when new shows are needed. WIN-TV is not responsible for contacting producers to inform them the program has been removed, but may do so as a courtesy.