

WI Enterprises (NFWI)

IPSO Annual Report

Period covered: September 2014-December 2014

1.0 Factual Information about the Regulated Entity

WI Enterprises (NFWI) publishes a total of 1 regulated publication.

1.1 Titles Published

Title	Print edition	Digital edition	Frequency	Circulation
WI Life	x		8 issues/year	212,000

1.2 Responsible Person

The Regulated Entity's responsible person is Kaye McIntosh, k.mcintosh@nfwl.org.uk

Overview

The Regulated Entity, WI Enterprises, is the trading arm of the National Federation of Women's Institutes (NFWI). NFWI was founded in 1915 and is a charity with members across England and Wales. The main purposes of the Women's Institute organisation are to enable women who are interested in issues associated with rural life, including arts, crafts and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music, drama and other cultural subjects and in all branches of agriculture, handicrafts, home economics, health and social welfare. It seeks to give to women the opportunity of working together through the Women's Institute organisation, and of putting into practice those ideals for which it stands.

2.0 Internal Guides

The regulated entity has the following internal manuals used by journalists, of which copies are available on request by the Regulator:

- The Editors Code
- NFWI policies and procedures

3.0 Compliance Procedures

How the Regulated Entity deals with:

3.1 Pre-publications guidance under regulation 4.5

Where required editors and journalists seek advice from IPSO in advance of publishing articles to consider matters of compliance with the Editors Code. This advice is then considered alongside editorial guidance and the public interest when refining and publishing any articles.

3.2 Verification of stories

Journalists and editors take all appropriate steps to confirm stories.

3.3 Compliance with the Editors Code

Journalists are notified that copies of the Editor's Code are supplied on the editorial shared drive.

Where the Regulator finds against a publication in the course of assessing a complaint, the publication complies with the findings and any remedial action required.

3.4 Editorial Complaints, Determined under Regulation 19

WI Enterprises, the publisher, has a standard complaints procedure. Members of the public can register an editorial complaint under this procedure by submitting a complaint in writing to the magazine's email address or the company address.

Complaints received directly, or referred from IPSO, are logged on a complaints record and then assessed by the responsible person, who will seek to resolve the matter with the complainant. Complaints that fall outside the procedure, i.e. are not editorial complaints, are logged and referred to the relevant department/person.

Where the Regulator finds against WI Life when determining a complaint under Regulation 19, the publication complies with the findings and any remedial action required by the Regulator.

3.5 Training of Staff

When required, WI Enterprises arranges staff training sessions to update staff on regulatory changes. New joiners are supplied with a staff handbook and a copy of the Editors Code.

4.0 Adverse Adjudications

There have been no adverse adjudications against WI Enterprises.

SIGNED:


On behalf of WI Enterprises

Submitted to IPSO: 13/11/2015