



IPSO Submission - March 2018

1.0 Factual Information about the Regulated Entity

1.1 List of titles/products (see supporting document)

1.2 Name of Responsible Person

Haymarket Media Group's responsible person is Brian Freeman, CFO.

1.3 Overview of Regulated Entity

Haymarket was founded in 1957. As a media, technology and information Group, we offer brands, products, services and live experiences to highly-engaged and high-value audiences in specialist consumer, business-to-business, content marketing and professional services sectors. The Group operates predominantly in the UK and USA but also operates in a number of other countries including Germany, Hong Kong, Singapore and India. Across the Group Haymarket produces more than 60 brands, with around 800 employees in the UK.

2.0 Internal Guides

Haymarket UK has the following internal manuals used by journalists, of which copies are available on request by the Regulator:

- UK Code of Ethics
- Haymarket Code of Conduct

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

Copies of the Editors' Code are supplied to all journalists, as well as copies listed on the intranet/shared drives. Where the Regulator finds against a publication in the course of assessing a complaint, the publication will comply with the findings and any remedial action required.

3.4. Editorial Complaints & Determination by the Complaints Committee Determined under Regulation 27

Haymarket Media Group has a standard complaints procedure across all publications, which is published on the website of each title. Members of the public can register an editorial complaint under this procedure by completing an online form, or by submitting a complaint in writing to the company address. <http://complaints.haymarket.com/>

Complaints received in line with the published procedure, 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 a publication when determining a complaint under Regulation 27, the publication complies with the findings and any remedial action required by the Regulator.

3.5. Training of Staff

When required, Haymarket arranges staff training sessions to update staff on regulatory changes. New joiners are supplied with a staff handbook and copy of the Editors' Code. Haymarket has provided all Editors with the updated Editors' Code and Codebook, as well as sharing the details on its Intranet and via a newsletter to all staff.

We have partnered with our media lawyers, Wiggin, to deliver a rolling programme of law refresher training for all content producers. To ensure their knowledge remains current, the workshop covers key topics such as Copyright, Trademarks, Libel, Privacy & Confidence, Data Protection, Contempt and The Editors' Code.

Our employees also have access to free legal advice for each of their brands, which they are actively encouraged to use. We have a pre-pub agreement in place with Wiggin where anyone can send a piece of journalism they intend to publish and the legal advice is paid for under our company retainer.

4.0 Adverse Adjudications

There have been no adverse adjudications against Haymarket.