Dominic Ponsford Press Gazette 40 Hatton Garden London EC1 14 March 2016

Press Gazette is a news website and information resource for journalists.

Launched in 1965 as a magazine it is now online-only and has a monthly readership of around 200,000 unique browsers.

Press Gazette also has daily and weekly email newsletters and is active on social media. It has an editorial team of two: editor and news editor.

It is published by Progressive Media.

Its 'responsible person' is editor Dominic Ponsford.

Press Gazette follows the Editors' Code and ensures that all staff are aware of it and have a copy. All editorial staff are NCTJ-trained. We also make use of MacNae's Essential Law for Journalists as our standard law textbook.

And all staff and freelances are asked to read and follow the Press Gazette styleguide, available online, which provides ethical guidance beyond that found in the Editors' Code.

http://www.pressgazette.co.uk/content/press-gazette-style-guide

Our general policy is to show not tell. We report. We take care to record both sides of every story and to ensure that the subjects of any story are given the chance to respond to criticism and verify any facts. All editorial complaints are made to the editor and can be made via email, post or telephone. Our policy is to amend any inaccuracy as quickly as possible.

Press Gazette invites readers to point out errors or complain about stories by contacting the editor. This information is contained in an article which is linked to from the main home-page:

http://www.pressgazette.co.uk/how-complain-or-point-out-error-press-gazette

We also invite readers to get in touch with IPSO if they are unhappy with the way we have handled a complaint and provide contact details.

Press Gazette has not any major complaints since we made our last report to IPSO.

We have not yet made use of pre-publication guidance from IPSO but if we needed to we would do so by calling in.

Yours sincerely,

Dominic Ponsford.

Editor Press Gazette