**Confidential Sources**

***Ethical Statement:***

Confidential sources should rarely be used as it’s important to remain transparent as a journalist. Confidential or anonymous sources should rarely be used. If an anonymous source is needed to share information to serve the public, the source must be vetted, and additional research/facts should be requested to back up the information. Journalists should remain transparent with an audience by sharing why the sources identity has been hidden. Sharing this information with readers/viewers/listeners is a way to build trust, remain transparent and adhere to ethical standards.

***Procedure***

* *When should you use confidential sources?*
  + *Is the story of public concern or interest?*
    - *How can you minimize harm?*
  + *Is it the only way to get the information?*
  + *Is the confidential source providing information that can be verified or fact-checked?*
* If you choose not to name your source, how did you come to that conclusion?
  + Is there no alternative way to retrieve the information?
  + Is the information sensitive and could harm the source if they were publicly named?
  + How do you plan to explain to readers on why you’re not naming the source?