



Hearing Plan for: _____

Panel One: _____

Main points to be made by this panel:

Hearing charts and exhibits:

Witnesses, with key questions for each:

Panel Two: _____

Main points to be made by this panel:

Hearing charts and exhibits:

Witnesses, with key questions for each:

Panel Three: _____

Main points to be made by this panel:

Hearing charts and exhibits:

Witnesses, with key questions for each:

Hearing Media Plan

Early release of a report?

**How many days before the hearing?
Press release or press conference?
Participants?**

Press advisory on hearing?

How many days before the hearing?

Press release on hearing?

How many days before the hearing?

Press conference on hearing?

**How many days before the hearing?
Participants?**

Individual press calls?

**How many days before the hearing?
Who makes them?
What message?**

Post-hearing press release?

Other post-hearing press events?

**On supplemental report, new findings, or developments?
On follow-up with agencies or private sector entities?
On referral letter?
On introduction of legislation?
On Floor statement or speech?**

Op-ed or column?