Template for a public newsroom generative AI policy

Your newsroom here

_____

guidance and policies on using AI in our work.

Our use of artificial intelligence in journalism

We believe that responsible use of AI can support better journalism, not replace it. Here's how we use AI in our work, and how you can expect us to use it responsibly and with your needs in mind.

1. Human-first, human-preferred

Our journalists remain responsible for everything we produce and publish, and we strive to verify anything created with generative AI that you see. In cases where AI-generated content — such as chatbot responses — is published without prior human review, those tools are designed with clear safeguards, trained on verified material and regularly monitored by our editorial team.

2. Why and how we use AI

We use AI to assist with tasks like summarizing articles, transcribing interviews, translating content, [add any approved uses here] or helping us spot patterns in large data sets. If AI plays a major role in a story or feature, we'll tell you how and why it was used.

3. Your data, your trust

We do not input private or sensitive information into AI tools. We follow our privacy policy [linked] strictly when using AI in any audience-facing product. We'll always tell you if personalization or recommendations are AI-driven.

4. AI in product development

When we use AI to shape your experience by summarizing content like a newsletter, powering a chatbot or recommending stories, those tools are tested for fairness and accuracy. Human editors review them, and we build them to be turned off or bypassed if needed. Our goal is to inspire discovery, without creating echo chambers.

5. AI in visual journalism

Images shape how we understand the world. We use AI in visuals sparingly and transparently. For example, we may use an AI tool to visualize something not otherwise possible to photograph or [add any other uses here]. We never use AI to alter real people or events unless clearly labeled and editorially justified. All AI-generated visuals are reviewed by our editors and labeled with how and why they were created.

For more, including how we train staff and choose our tools, you can view our full AI ethics policy [here].