



MEMORANDUM

TO: PHDC EMPLOYEES
FROM: DAVID S. THOMAS, PRESIDENT AND CEO
SUBJECT: PHDC MEDIA REQUESTS POLICY
DATE: DECEMBER 6, 2023

Philadelphia Housing Development Corporation (PHDC) employees shall not respond in any way, shape, or fashion to any requests from reporters or other members of the broadcast, print, internet, social or other media for any information, records documents, or other materials, and/or any statements (written and/or verbal), except to refer any such requests to the Executive Office.