

**CIA Public & Media Relations (PMR) SC**  
**For 2021 CIA Plenary**

Project for 2021-2022

***Proposal for on-line  
Event Organizers Help Desk –***

- 1) Work in conjunction with other SC to streamline “Where to find Information” for Event Organizers
- 2) Check CIA Document section for outdated, duplicated, and current information. “Clean up” the documents project done by each Sub-Committee.
- 3) Work with FAI & CIA web specialists on best way to present the information so informative is “easy to find” for Event organizers.
- 4) Asking for feedback & suggestions from former and current CIA Sanctioned Event Organizers.**
  - a) What information was difficult to find or “hidden” on FAI-CIA Web pages?
  - b) What information would former & current Event Organizers like to see that they did NOT find?
- 5) Send email with suggestions to: CIA PMR Chair: [CIA-media@fai.org](mailto:CIA-media@fai.org)**
- 6) PMR to report progress at 2022 CIA Plenary.