



## **PUBLIC ACCESS ROOM (PAR) POLICIES**

### **Workshops and Training**

The Public Access Room (PAR) was established in 1990 "to enhance [the public's] ability to participate in the legislative process" (HRS §21G-2). Use of the room is a privilege and is reserved for legislative activities only.

- PAR staff may provide training by request during regular business hours, Monday-Friday. For requests outside of the State Capitol, preference will be for training over Zoom (which PAR can facilitate).
- PAR staff cannot arrange for training or meeting space at the capitol. Groups should work with legislator offices to request rooms and organize visits to the capitol. Given advance notice, PAR staff may be available to speak with visitors, provided PAR's schedule permits.
- Due to size constraints of Room 401, PAR staff can accommodate a maximum of 20 people at a time for in-person legislative training.
- Due to PAR staffing levels, requests for Zoom training outside of business hours cannot be guaranteed. Sufficient advance notice is required.