



सत्यमेव जयते

Government of Jammu and Kashmir
Directorate of Information & Public Relations, UT, J&K

Media Complex, Polo-ground, Srinagar / Rail Head, Jammu
Tele: 01942476816; 01942485175 (fax) Sgr / 01912479692; 01912479643 (fax) Jammu



APPLICATION FORM FOR ACCREDITATION OF NEWS MEDIA
REPRESENTATIVES UT of JK – 2023-24

The Director Information,
Directorate of Information and Public Relations, J&K,
Media Complex, Jammu/Srinagar

Sir,

I, the news representative of.....(Name of the Print Media/Electronic Media Organization) with the particulars appended herewith may kindly be granted accreditation by the Directorate of Information and PR J&K with my headquarters at

- (1) Name in full (in capital letters): _____
- (2) Father's/Husband's name in full (in capital letters): _____
- (3) (a) Present residential address : _____
(b) telephone/mobile number: _____
(c) Office address in full: _____
(d) Email address: _____
- (4) Permanent residential address: _____
- (5) Nationality: _____
- (6) Date and place of birth: _____
- (7) Name of Media Organization: _____
- (8) Date of joining present media organization: _____
- (9) Designation: _____
- (10) Area of work: _____
- (11) Total Professional Experience (in years): _____
(to be supported with documentary evidence)
- (12) Specify whether you are employed on a full-time or part-time basis?
(a) Whether covered under Employees Provident Fund (EPF).
If yes, please attach EPF slip along with salary slip of last one year: _____

**Please affix
your recent
passport size
photograph
here**

(b) Educational and other qualifications: _____

(13) Professional Experience (in chronological order):

| Print/electronic media/Photography where salaried positions were held | Position(s) held | Period of service | | Salary drawn |
|---|------------------|-------------------|----|--------------|
| | | From | To | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(14) Whether accredited with Central Government/UT Administration: _____

If so, please give details: _____

I hereby agree to abide by the Guidelines for Accreditation of News Media -2022 issued by the Government of Jammu and Kashmir and as amended from time to time.

I do hereby declare that there are no dues pending against me towards rent of the Government Quarters, dues of electricity/water charges.

Further, I promise that I will not engage myself in any work other than journalistic. I will also surrender my accreditation card within seven days of my ceasing to be a news representative of this Print/Electronic Media Organization.

Certified that the above information is correct to the best of my knowledge.

Yours faithfully,

Dated _____

Signature of the applicant

Annexure-I

To be submitted on the Letter Head of the News Media Organization

Certified that Mr./Mrs./Ms. _____ is working with this Media Organization as _____ since _____. That he / she is a regular employee of this organization.

Signature of Editor/Executive Editor with seal
(for Print / Digital Media)

Signature of Channel Head/CEO with seal
(for Electronic Media)

Signature of Director (NEWS) with seal
(for AIR & DD)

Signature of Regional Manager/Manager with designation seal
(for Wire Services)

ACKNOWLEDGMENT

(for official purpose)

Received the Accreditation Form for the Year 2023-24 from Mr./Mrs./Ms _____

_____ of (organization) _____

For Director of Information & Public Relations
UT of Jammu & Kashmir

Documents to be submitted with the Accreditation form as per the eligibility conditions mentioned in the Rules 6.1 of Schedule-1 of Guidelines for accreditation of News Media :-

1. Copy of Aadhaar Card/PAN Card/Passport.
2. Recommendation letter from the Editor/ Editor-in-chief/ Executive Editor/ Resident Editor of the organization. Bureau Chief in case of Bureau is functional in J&K.
3. Copy of the appointment letter of the present organization.
4. Copy of salary slip.
5. Copy of appointment and relieving letter of previous organization.
6. Clippings/photographs with byline of past six months.
7. Residence proof/ electricity bill/rent agreement/telephone bill/ Voter Card, etc.
8. Four Passport Size Photographs.

ELIGIBILITY CONDITIONS

(Rule 6.1) Schedule-1

(A) News Representatives

| S.NO | Category | Conditions |
|-------------|--|---|
| 1. | Working journalists (Correspondents/Cameraman and other categories except freelance) as defined in the Occupational, safety, health and working conditions code, 2020 engaged in news gathering/ news bureau of the news organization. | <p>i. Minimum 5 years professional experience as a full time working journalist /cameraman in news Organization (s) with documental proof.</p> <p>ii. Editor/head of the organization should recommend for his/her accreditation.</p> <p>iii. For accreditation on behalf of news organizations, the journalist should be working full-time for the organisation and persons working on honorarium/ retainership/part-time basis will not be treated as working journalist for the purpose of accreditation.</p> <p>Documents to be submitted:</p> <ol style="list-style-type: none"> 1. Copy of Aadhaar Card/PAN Card/Passport. 2. Recommendation letter from the Editor/ Editor-in-chief/ Executive Editor/ Resident Editor of the organization. <p>Bureau Chief in case of Bureau is functional in J&K.</p> <ol style="list-style-type: none"> 3. Copy of the appointment letter of the present organization. 4. Copy of salary slips of last three months. 5. Copy of appointment and relieving letter of previous organization. 6. Clippings/photographs with byline of past six months. 7. Residence proof electricity bill/rent agreement/telephone bill/ Voter Card, etc. 8. Two Passport Size Photographs. |
| 2. | Freelance working journalists not employed by any news media organization | <p>i. Minimum 15 years of professional experience as a full-time working journalist / Cameraman in news organization (s).</p> <p>ii. Must have held DIPR accreditation card for at least five years.</p> <p>Documents to be submitted:</p> <ol style="list-style-type: none"> a. Copy of Aadhaar Card/PAN Card/Passport. b. copy of appointment and relieving letter(s) of previous organization(s). c. 20 clippings /Photographs with byline published in past six months in case of print media. Clippings from in-house journals will not be excepted. d. For electronic journalists, links of their journalistic work numbering at least 20 in the last six months. e. Two Passport Size Photographs. |

| | | |
|----|--------------------------------|---|
| 3. | Veteran Journalists | Director Information in consultation with the JKMAC members may issue accreditation card to a freelance journalist in the category of veteran journalists subject to the following cumulative conditions: a) Journalist should have attained the age of 65 years. b) Has a publicly acclaimed distinguished career as a journalist. c) He/she has been a working journalist-for at least 30 years. d) The accreditation card will be, eligible for automatic renewal annually for a period of 5 years from the date of issue of the accreditation card. |
| 4. | Technicians (Electronic Media) | The Technicians must be working full time with the organization, duly recommended by the editor/ authorized signatory |

(B) Eligibility Conditions for Granting Accreditation on Behalf of Organisation/Agencies.

1. Print Media

| S.NO | Category | Conditions |
|------|--------------------------------|--|
| 1. | Newspapers (Daily) | Circulation should not be less than 10,000 copies of 8 full size pages per publishing day |
| 2. | Newspaper (Weekly/fortnightly) | Circulation should not be less than 15,000 copies per (Weekly/fortnightly) publishing day. The newspaper should be 16 pages of tabloid size for weekly & 24 pages of tabloid size for fortnightly. |
| 3. | Periodicals/Magazines | Circulation should not be less than 10,000 copies with a minimum of 32 pages per publishing day. |

Additional condition: The publisher should have filed annual statement with RNI for the last three consecutive years. Documents required: (i) RNI registration certificate (ii) Circulation certificate from RNI/ABC accompanied by letter from Chartered Accountant certifying the document for newspapers with circulation above 25,000. (iii) Newspapers whose daily circulation is between 10,000 to 25,000 should submit circulation certificate certified by CAG/RNI empaneled chartered Accountant. (iii) In case of any issue with regard to certification of circulation of newspapers, JKMAC is authorized and empowered to take the decision regarding circulation certification, as and when necessary.

(C) News Organizations (Electronic Media)

| S.NO | Category | Conditions |
|------|---|---|
| 1. | Satellite Channels (News Current Affairs) | The Channel should be a News and Current Affairs Channel having valid permission of the Ministry of Information and Broadcasting under the Uplinking and Downlinking Guidelines for private satellite TV channels Documents to be submitted: 1. Copy of permission letter from Ministry of Information and Broadcasting for uplinking and downlinking as News and Current Affairs Channel. 2. Copy of renewal permission letter from Ministry of Information and Broadcasting for uplinking and downlinking as News and Current Affairs Channel. 3. Copy of permission of new Name/ logo from Ministry of Information and Broadcasting (if name/logo has been changed). |

(D) News Agencies

| S.NO | Category | Conditions |
|-------------|--|--|
| 1 | Print and Electronic (including photo services) | (a) Should have at least 75 subscribers (list to be attached) (b) Valid permission of Ministry of Information and Broadcasting under the uplinking and downlinking guidelines (in case of electronic news agency) (c) Registration certificate of News Agency. (d) Latest annual revenue statement certified by CA. |

Documents required:

(i). Registration Certificate of News Agency; (ii) Latest Annual Revenue Statement Certificate by CA; (iii) Copy of the latest agreement with subscribers with terms and conditions;

(E) Digital News Publisher

(i) The general terms of accreditation, as mentioned earlier in these guidelines, shall be applicable to journalists applying within this category as well.

(ii) News aggregators will not be considered for accreditation.

(iii) The news publisher has furnished requisite information to the Ministry of Information and Broadcasting under Rule 18 of the Information Technology. (intermediary Guidelines and Digital Media Ethics Code), Rules, 2021, and has not violated the rules

(iv) The website must be at least Three-year-old and must be continuously in operation under the same name (website address) for minimum of Two year. The period shall be calculated backwards from the date on which the applicant applies for accreditation on behalf of that particular website. This shall be certified by their domain registration. The domain name of the site should also be registered for at least next two years from the date of application.

(v) The applicants must report their website's average monthly unique visitor count of last six months duly certified by the website's CAG-approved/empanelled auditors.

(vi) The journalists should have a minimum of five years' experience of working in media organizations and should be appointed by the digital news publisher for full time news content creation.

(vii) The website should have a registered office in India and correspondents should be based in J&K. The Editor of the news portal should be an Indian national.

(viii) It will be the responsibility of the website owner to comply with extant rules and regulations as laid down by the Government of India.

(ix) If the website stops functioning, the accreditation granted on its behalf shall be withdrawn. The same should be communicated to DIPR within 7 days by the applicant as well as by the organisation owning the website. .

(x) In case the information submitted by the applicant is found to be false/ incorrect in any manner, the applicant can be suspended and/ or debarred from applying for accreditation for the next three years.