

GOVERNMENT OF TRIPURA
DEPARTMENT OF INFORMATION & CULTURAL AFFAIRS

No.F.65 (344)-ICA/ADVT/2019

Dated, Agartala, the 9th June, 2020

NOTIFICATION

The Governor of Tripura is pleased to make, in supersession of all previous Notifications on the subject, the following Guidelines to regulate the matters relating to grant of accreditation to the media representatives in Tripura:

Short title and commencement	<p>1. (1) These Guidelines may be called the 'Tripura Media Representatives Accreditation Guidelines, 2020'.</p> <p>(2) They shall come into force on and from the date of their publication in the Tripura Gazette.</p>
Definitions	<p>2. In these Guidelines, unless the context otherwise requires-</p> <p>(a) "Committee" means the 'Tripura Media Representatives Accreditation Committee' constituted under these Guidelines.</p> <p>(b) 'Director' means the Director and includes Director in-Charge, Additional Director, Joint Director, or any Deputy Director of the State Government who has been authorized to discharge any or all the duties, functions and responsibilities of the Director of Information & Cultural Affairs Department, Government of Tripura.</p> <p>(c) 'Editor' of a Newspaper, Magazine, Television Channel, Radio Organization, News Portal means the person who is in-charge of news selection and editorial policy of the media organization and includes Chief Editor, Editor-in-Chief, Managing Editor, Executive Editor, Resident Editor, Content Head.</p> <p>(d) 'Government' means the Government of Tripura.</p> <p>(e) 'ICA' means the Information & Cultural Affairs Department, Government of Tripura.</p>

(f) **'Newspaper'** shall have the same definition as given in the Press and Registration of Books Act, 1867. A Daily newspaper shall be published on not less than five days in a week; a Weekly or Fortnightly newspaper shall have not less than 45 or 22 issues in a year respectively.

(g) **'Media Representative'** means-

(i) **Correspondent:** A correspondent means a 'working journalist' employed by a newspaper, magazine, news agency, television channel, radio organization or news portal, to gather and file news items regularly for the newspaper, magazine, television channel, radio organization or news portal and would include Reporter, Senior, Veteran, Distinguished Journalist, Cameraman and Freelancer as specified in Schedule-I appended to these Guidelines. The definition of 'working journalist' for print media, including newspapers, magazines and news agencies, shall be generally the same as the definition in the Working Journalist Act, 1955.

(ii) A **"Distinguished Journalist"** shall mean a 'working journalist' who has completed 25 years in the profession and is at least 60 years of age.

(iii) **Cameraman:** Still and Television cameramen employed by media organizations for taking picture or video-graph news events having minimum 5 (five) years of professional experience as a full-time working journalist as a cameraman/ correspondent. His/ her designation should be shown as **Cameraman-cum-Correspondent** in the appointment letter issued by the Head of the Organization.

(iv) **Freelancer:** A person having minimum 20 years continuous professional experience in the field of journalism as a freelance correspondent or cameraman and associated with at least 3(three) Media Organizations/ News Agencies.

(v) A person appointed by the Ministry of Information & Broadcasting, Government of India or the Information & Cultural Affairs Department, Government of Tripura or the Government of any other State or Union Territory in India to act as Correspondent or Cameraman, having headquarters at Agartala.

	<p>(h) 'Member Secretary' means Ex-officio Member Secretary (Director, Information & Cultural Affairs) or an officer authorized on this behalf under Sub-Clause (5) of Clause 4.</p>
	<p>(i) 'Working Journalist' means a person whose principal avocation is that of a journalist as defined under the provisions of the Working Journalists Act, 1955.</p>
	<p>(j) 'Accreditation' means recognition granted to media representatives of news media [as defined in Sub-Clause 2(l)] by the Government of Tripura for the purpose of access to sources of information in the Government and also to news materials, written or pictorial, released by, or on behalf of the Director of Information and Cultural Affairs, and or other agencies of the Government of Tripura authorized in this behalf.</p>
	<p>(k) 'Accredited Journalist' means a Journalist who has been granted accreditation under these Guidelines.</p>
	<p>(l) 'News Media' shall mean and include newspapers, wire service and non-wire service news agencies, news feature agencies, electronic media agencies, news portals containing news and comments on public news.</p>
	<p>(m) 'Media Organization' shall mean newspaper, magazine, television channel, radio organization, news portal recognized by the Government agencies under relevant laws and rules like PRB Act, Uplinking Guidelines for Television Channels and FM Stations, Prasar Bharti Act, IT Act etc.</p>
	<p>(n) 'News Agency' shall mean wire and non-wire organizations which supply news on a minute-to-minute or daily basis to a number of media organizations, both print and electronic.</p>
	<p>(o) 'News Feature Agency' shall mean agencies which supply news and features based on current affairs to newspaper organizations on a weekly or fortnightly basis.</p>
	<p>(p) 'Radio Organization' shall mean any media organization which broadcasts news bulletins and carries current affairs programmes, including All India Radio which operates under the Prasar Bharti Act.</p>

	<p>(q) 'Television Channel' shall have the same meaning as News and Current Affairs Channels permitted under the Guidelines of the Ministry of Information and Broadcasting. This includes the news channels of Doordarshan operating under the Prasar Bharti Act.</p> <p>(r) 'Television and Radio News Agency' shall mean media organization which provides news clips and feeds to Television channels and radio stations.</p> <p>(s) 'News Portal' shall mean news and current affairs websites which provide continuous news coverage and current affairs features.</p>
Application	<p>3. These Guidelines shall apply to all Media Representatives stationed at Agartala or Headquarters of a District or Sub-Division of a District of Tripura.</p>
Constitution of Committee	<p>4. (1) The Government shall constitute a committee to be called the Tripura Media Accreditation Committee.</p> <p>(2) The Committee shall consist of not more than 9(nine) members of whom at least-</p> <ul style="list-style-type: none"> (i) one shall be the Secretary of the Agartala Press Club, (ii) one shall be from the Editors of local Newspapers, (iii) one shall be from Correspondents of local Newspapers, (iv) one shall be from Correspondents of outstation Newspapers and one from News Agencies, (v) one shall be from eminent persons devoted to the cause of mass media and mass communication, (vi) one shall be from local Sports Correspondents, (vii) one shall be from the Editors of local Electronic /Web News Media, and (viii) one shall be from Cameramen-cum-Correspondents associated with local News Media. <p>(3) All members shall be nominated by the Government.</p> <p>(4) The Government shall appoint one of the members to be the Chairman.</p> <p>(5) The Director of Information & Cultural Affairs, Government of Tripura shall be Ex-officio Member Secretary of the Committee but shall not have any right to vote. In the event of Director's absence at station, a duly authorized subordinate officer not below the rank of Deputy Director may act as Member Secretary without any voting right.</p>

Term of Office	<p>5. (1) The term of office of Chairman and members of the Committee nominated under Clause 4 of these Guidelines shall be 2(two) years from the date of constitution of the Committee and they shall be eligible for re-nomination.</p> <p>Provided that the Government may, if it considers necessary so to do, extend the term of appointment of a member for a period not exceeding six months.</p> <p>(2) The Chairman or a member of the committee may resign his office by writing under his hand addressed to the Secretary, ICA, Government of Tripura and such resignation shall take effect on the expiry of thirty days from the date of tendering resignation.</p>
Filling of casual vacancy	<p>6. When a vacancy occurs in the office of the Chairman or a member of the Committee by reason of resignation, death or otherwise, the vacancy shall be filled by fresh nomination in the manner and from the source from which the same was originally filled under Clause-4 and the person so nominated to fill a casual vacancy shall continue to be a member for remainder of his predecessor's term.</p>
Meeting of Committee	<p>7. (1) The Committee shall meet at least once in every 3 (three) months, but may meet more frequently if so required by the Chairman.</p> <p>(2) The Chairman shall preside at the meeting of the Committee and, in his absence, the members present shall elect one of them to preside at the meeting of the Committee.</p>
Notice of meeting	<p>8. (1) At least 7(seven) clear days before the date of a meeting, a notice shall be given to all members. Provided that in case of emergency, the meeting may be convened at a shorter notice of not less than 24 (twenty four) hours with prior consent of at least 4 (four) members including the Chairman.</p> <p>(2) The Director shall convene a requisition meeting which should be demanded in writing by the Chairman and at least 3(three) other members for discussion over an important issue. Only the listed agenda items shall be discussed in an urgent meeting.</p>
Quorum	<p>9. The majority of Members shall form quorum.</p> <p>Provided that no quorum shall be necessary in an adjourned meeting.</p>

Place of meeting	10. The Committee shall ordinarily meet at the office of the Director unless the Chairman decides any other venue for any meeting of the Committee for the convenience of the members.
Allowances/ Honorarium	11. No member shall be entitled to any allowance (including travelling allowance) or honorarium for discharge of his duties under these Guidelines.
Secretarial assistance	12. The Government shall provide the Committee with necessary secretarial assistance, postage etc. as it considers appropriate for smooth functioning.
Functions of Committee	13. The Committee shall advise the Government as to the suitability of a media representative for grant of accreditation.
Application for accreditation	<p>14. (1) A media representative shall apply in prescribed Form-'A' for the grant of accreditation. For renewal of accreditation, media representative shall apply in Form-'B'.</p> <p>(2) Every application for grant of accreditation shall be placed before the Committee by the Member Secretary (Director, ICA) for consideration.</p> <p>(3) Particulars of the application shall be circulated to the members along with the notice convening the meeting of the Committee.</p> <p>(4) The Committee may consider any application for grant of accreditation which has not been circulated to the members as per Sub-Clause (3). Such an application shall be accompanied by a report from the Member Secretary stating the reason for not circulating the same.</p>
Manner as to submission of application	<p>15. Every application for grant of accreditation shall be addressed to the Member Secretary through the Head of the Organization in which the applicant is employed.</p> <p>Explanation: The Head of the Organization in this context means, an Editor, Executive Editor, Associate Editor, Deputy Editor, News Editor, Joint News Editor, Deputy News Editor, Chief of Bureau and Chief Reporter.</p>
Conditions of grant of accreditation	16. (1) No accreditation shall be granted to a media representative unless his/ her basic profession is journalism and he/ she satisfies the eligibility criteria for the category concerned as specified in First Schedule to these Guidelines.

Provided that eligibility criterion in regard to professional experience may be waived by the Committee in its discretion provided the members are otherwise satisfied that the applicant represents a reputed media organization/ news agency providing regular news service and has genuine professional credentials.

(2) Accreditation shall be ordinarily restricted to a media representative of a properly and well established media organization/ news agency providing regular news service.

(3) While deciding accreditation, the committee shall take into consideration the following facts :

(a) For news agencies:

- (i) Type of Agency;
- (ii) Method of transmission of service;
- (iii) Centers, newspapers, TV Channels, Radio Organizations, News Portals catered for;
- (iv) Numbers of subscribers;
- (v) A copy of letter of appointment of the applicant;
- (vi) Age proof certificate, and;
- (vii) Educational qualification certificate.

(b) For Daily, Weekly, Fortnightly Newspapers, Magazines, T.V. Channels, Radio Organizations, News Portals:

- (i) Nature and type of Newspaper, Magazine, T.V. Channel, Radio Organization, News Portal;
- (ii) Periodicity and regularity of publication, telecast, broadcast, online publication;
- (iii) A copy of letter of appointment;
- (iv) Age proof certificate, and;
- (v) Educational qualification certificate.

Provided that the applicant fulfils other conditions prescribed by these Guidelines.

(4) Where an applicant for an accreditation is freelancer correspondent or cameraman, he/she shall satisfy the Committee with suitable clippings, records etc. regarding his/ her experience and consistent contribution to the profession.



Classification of media representatives	17. The accredited media representatives shall be classified as specified in the First Schedule.
Classification of news media and number of accreditation	18. The classification of news media for the purpose of determination of number of accreditations shall be as specified in the Second Schedule.
Non-transferability of accreditation card	19. Every accreditation shall be personal and shall not be transferable.
Non-conferment of official/ special status	20. Accreditation shall not confer any official or special status on a media representative and shall only be construed to mean a mere recognition of his/ her identity as a professional working journalist with the news media which employs him/ her.
	21. No media representative shall use any letterheads or visiting cards inscribed with the words "Accredited to the Government of Tripura" or any words, term, phrase or expression carrying similar meaning.
Authority to issue accreditation card	22. A media accreditation card shall be issued to a media representative by the Director, ICA.
Validity period of accreditation	23. Every media accreditation card shall remain valid for a period of 1(one) year from the date of issue and may, subject to the other provisions of these Guidelines, be renewed for a period not exceeding one year at a time on the expiry of the existing validity period. Provided that in case of Distinguished Journalists, the media accreditation card shall remain valid for a period of 5(five) years from the date of issue and may, subject to the other provisions of these Guidelines, be renewed for a period not exceeding 5 (five) years at a time on the expiry of the existing validity period.
Renewal of accreditation	24. (1) For the purpose of renewal, an existing accredited media representative shall submit his/ her accreditation card to the Member Secretary at least 15 days before the expiration of its validity with an application in Form-'B' and necessary documents/photographs.

	<p>(2) If a media representative fails to submit his/her accreditation card for renewal within the stipulated time due to his/her absence from station or due to any other reason, he/ she shall inform the Director, Information & Cultural Affairs of the matter at least 7(seven) days prior to the last date of submission of application for renewal and submit his/ her accreditation card for renewal within 15(fifteen) days of returning to the station.</p> <p>(3) If an accredited journalist fails to inform the reasons for non-renewal within the specified period to the Director, ICA, his/her name shall be deleted from the list of accredited journalists.</p>
Review of list of accredited representatives	25. The Director, ICA shall review the list of accredited media representatives once in every three months.
Loss of accreditation card and issue of fresh card	<p>26. (1) In case of loss of any media accreditation card during the period of its validity, an information shall be given to the nearest Police Station without loss of time and an application addressed to the Member Secretary shall be made for issue of a fresh accreditation card.</p> <p>(2) Every such application shall be accompanied by a copy of the information dully signed and sealed by an Officer of the concerned Police Station</p> <p>(3) A fresh card shall be issued only for the unexpired period of validity.</p>
Validity of accreditation	27. A media accreditation card issued to a media representative in a district or a sub-division shall, unless otherwise directed, be valid for such district or sub-division, as the case may be.
Admission to special events or protected places	<p>28. (1) Admission to special events and places may be regulated by invitations or admission tokens.</p> <p>(2) Admission to protected places or photography in restricted places shall not be permissible by virtue of media accreditation card.</p> <p>(3) In determining the number of media representatives to be admitted to an event or a place, the character and volume of coverage required in each case and the limitations of the services of the Information & Cultural Affairs Department of the Government available in such case shall be taken into consideration and such number shall be subject to such revision as the Government may think fit to make from time to time.</p>

<p>Duty of media representative and his organization</p>	<p>29. Every media representative shall, on ceasing to represent the news media concerned, report the fact within 15 (fifteen) days to the Director, ICA and such report shall also be furnished by the head of the concerned media organization. In the event of failure on the part of the accredited media representative and / or the head of his organization to do so, the Director, ICA shall bring the matter to the notice of Chairman of the Committee for appropriate action.</p>
<p>Dis-accreditation</p>	<p>30. (1) A media representative shall be liable to dis-accreditation if-</p> <ul style="list-style-type: none"> (a) he uses for non - journalistic purpose, any information or facility accorded to him as an accredited representative or otherwise utilizes the contents, in full or in part, of any classified official document, the publication, broadcast or use otherwise, of which is considered as detrimental to the maintenance of law and order or the security of the State or the relations with a foreign Government or the apprehension of criminal offender or the administration of justice; or (b) he behaves in the course of his duties in an undignified or unprofessional manner; or (c) he ignores or violates the conditions on which information and facilities are provided by the Government or acts in a manner contrary to the provisions of these Guidelines. <p>(2) The accreditation card will be treated to be withdrawn/cancelled with immediate effect if an accredited media representative is convicted by a Court of law.</p> <p>(3) If any applicant media representative or a media organization is found to have supplied false/ fraudulent/ forged information/ documents, the applicant media representative/ media organization shall be debarred from accreditation up to a maximum of 5 (five) years but not less than 2 (two) years, as decided by Tripura Media Representatives Accreditation Committee.</p> <p>(4) The Tripura Media Representatives Accreditation Committee reserves to itself the right to recommend or reject grant of accreditation. In all accreditation cases, decision of the Committee shall be final.</p>



Authority to pass dis-accreditation order	<p>31. (1) An order of dis-accreditation shall be passed by the Director, ICA on the advice of the Committee after giving the medias representative and the head of the organization which he represents an opportunity of being heard, either in person or through a memorandum but not through any lawyer.</p> <p>(2) A copy of the order of dis-accreditation shall be sent to all concerned by the Director, ICA by registered post/ email.</p>
A list to be maintained	<p>32. The Director, ICA shall maintain a list of accredited media representatives.</p>
Issue of provisional accreditation card	<p>33. In emergent circumstances, the Director, ICA may, on the recommendation of the Chairman, issue provisional media accreditation card with a maximum validity of 6 (six) months to a media representative, but every such case shall, as soon as possible, be reported to the Committee.</p>
Dis-accreditation in emergent cases	<p>34. (1) If at any time, the Member Secretary is satisfied of the need for taking an immediate decision on dis-accreditation of a media representative, he may arrange to convene an emergency meeting.</p> <p>(2) The decision of the Committee on dis-accreditation shall be final and binding.</p> <p>(3) Any dis-accreditation under Sub-Clause (1) of this Clause may be reviewed by the Committee either of its own accord or on an application made in this behalf by the aggrieved media representative.</p>
Signing of correspondence	<p>35. All correspondences on behalf of the Committee shall be made in the name of the Committee and shall be signed by the Member Secretary.</p>
Production of accreditation card	<p>36. A media representative shall, for his access to or attendance at a media conference or a Government office, produce the media accreditation card, if required, for recognition of his identity.</p>
Power to remove difficulties	<p>37. If any difficulty arises in giving effect to the provisions of these Guidelines, the State Government may, by order, make such provisions, not inconsistent with the provisions of these Guidelines, as appear to it to be necessary or expedient for removing the difficulty.</p>



Suggestion for amendment	38. The Committee may suggest amendment of these Guidelines to the Government.
Repeal & savings	39. (1) 'The Tripura Press Representatives Accreditation Rules, 2001' is hereby repealed; (2) Notwithstanding such repeal, anything done or any action taken or purported to have been done or taken under the rules hereby repealed shall, be deemed to have been done or taken under the corresponding provisions of these guidelines.



FIRST SCHEDULE

Sl. No.	Category	Age (years)	Minimum Educational Qualification	Continuous experience in journalism
1	Reporter	25-40	Degree/ Diploma in Journalism from a duly recognized University/ Institution or 10+2 Standard Pass from a recognized Board	5 years or more
2	Senior	40-50	-do-	15 years or more
3	Veteran	50-60	-do-	25 years or more
4	Distinguished Journalist	Above 60	-do-	25 years or more
5	Cameraman	Above 25	Degree/ Diploma on Photo Journalism from any recognized University/ College or Madhyamik Pass and above from any recognized Board	5 years or more
6	Freelancer	Above 40	-do-	20 years or more and associated with more than 3 (three) Media Organizations/ News Agencies



SECOND SCHEDULE

Sl. No.	News Media/ Media Organization/ News Agency	Number of accreditations (nos.)
1	National News Agencies	1- Correspondent 1- Cameraman
2	Dailies (Published on not less than five days in a week):	
	(a) Metropolitan	1- Correspondent 1- Cameraman
	(b) Local	(i) 'A' Category 15- Correspondent 5- Cameraman
		(ii) 'B' Category 9- Correspondent 3- Cameraman
		(iii) 'C' Category 5- Correspondent 2- Cameraman
3	Weeklies (Minimum 45 issues in a year)	1- Correspondent 1- Cameraman
4	Fortnightlies (Minimum 22 issues in a year)	1- Correspondent 1- Cameraman
5	Television Channels	(i) 'A' Category 5- Correspondent 5- Cameraman
		(ii) 'B' Category 4- Correspondent 4- Cameraman
		(iii) 'C' Category 2- Correspondent 2- Cameraman
		(iv) 'D' Category 1- Correspondent 1- Cameraman
6	News Portals	(i) 'A' Category 2- Correspondent 1- Cameraman
		(ii) 'B' Category 1- Correspondent 1- Cameraman
7	Radio News Agencies	1- Correspondent 1- Cameraman

By order of the Governor, Tripura


09.06.2020

Secretary to the Government of Tripura
Department of Information & Cultural Affairs

APPLICATION FORM-A

Application for Accreditation of Press Correspondence
to the Govt. of Tripura (to be filled in Triplicate)

Name of the Applicant :-
(In Block Letters)

Name of the Newspaper/
News Agency/TV Channel/
News Portal/Organization :-

Full Address :-
City /Town

To
The Director
Information & Cultural Affairs
Government of Tripura
Agartala

Dear Sir,

I am furnishing here below all necessary particulars for issuing Press Accreditation Card so that I can discharge my professional duties:-

1. Name of Newspaper/News Agency/
Journal/Photo Agency/TV Channel/
News Portal etc. :-
(In Block Letters)
2. Full Address with Telephone/
Fax etc. :-
3. Frequency of Publication in case :-
of Newspaper/TV Channel/News Portal
/Journal or method of distribution.
4. Method of service in case of :-
News agencies and other organizations
5. Audited circulation (copy of :-
News agencies and other organizations)
6. Audited circulation (copy of Certificate :-
to be enclosed in case of Journal)
7. Special Features of the Newspaper/ :-
Journal/News Agency TV Channel/
News Portal if any
8. Educational/Others Qualification :-
9. Particulars of applicant :-
desired to be accredited
- a) Name in full. :-
(In Block Letters)

- b) Age (Copy of age proof certificate with two stamp size photograph to be enclosed). :-
- c) Father's name :-
- d) Permanent Residential :-
- e) Present residential address :-
- f) Present status in the existing profession with official address :-
- g) Previous experience in journalism with name of Newspaper/News agency/ TV Channel/News Portal/service position hold and duration of service in each.(Copy of letter of appointment to be enclosed). (Copies of clippings,records etc. regarding experience to be enclosed in case of Freelancer). :-
- h) Details of Accreditation cards issued by the Govt. of India or State Govt. previously hold, date of Surrender or cancellation. :-

Signature of the Applicant
With Designation

I certify that the applicant for Accreditation by virtue of being a full time Journalist is a Correspondent/Reporter/_____ of _____ posted at Agartala_____ in Tripura. The facts stated herein above are certified as correct.

I have explained the Guidelines for Accreditation of the Press correspondent of Newspapers/TV Channel/News Portal/News Magazines and other Indian Newspapers to the Govt. of Tripura and he/ She has agreed to abide by these.

The above facts are correct to the best of my knowledge and belief.

Signature with seal
(Editor)

Dated:-
Place:-

(Name of the Newspaper/TV
Channel/News Portal)

Enclosures:-

- 1.
- 2.
- 3.
- 4.
- 5.

APPLICATION FORM-B
(Application for renewal of Press Accreditation Card)

Name of the News paper/
News Agency/Organization

Full Address
City /Town

To
The Director
Information & Cultural Affairs
Government of Tripura
Agartala

Subject:-Renewal of Press Accreditation Card.

Sir

I am furnishing here with the Press Accreditation Card with two copies of stamp size Photographs of the Journalist /Journalist who has/have been working in my Organization for renewal.

Details Particulars are furnished below:-

SL NO	Name of Journalist	Status	ID NO	Date of Validity /Expired /to be expired
1	2	3	4	5

Specific reason of
Delayed for renewal

You'refaithfully

Signature with Seal
(Editor / Chief of Bureau)

Enclo :-As Stated