No.M-20013/9/2017-Press
Government of India
Ministry of Information and Broadcasting

A Wing, Shastri Bhawan
Dr. Rajendra Prasad Road,
New Delhi – 110 001.

February 1, 2022

Office Memorandum

Subject: Guidelines for grant of accreditation to Working Journalists titled "The Central Media Accreditation Guidelines 2022" – reg.

The undersigned is directed to refer to the Press Information Bureau ID Note No.F-24015/21/2017-PRS dt.24.12.2021 suggesting various amendments to the existing guidelines relating to the grant of accreditation of PIB by the Central Press Accreditation Committee, and to convey the approval of the Ministry to the new guidelines titled "**The Central Media Accreditation Guidelines, 2022**" (copy enclosed) for information and necessary action relating to the grant of accreditation by the PIB to the working journalists and other categories of persons.

2. This issues with the approval of the competent authority in the Ministry of Information and Broadcasting.

01/02/22

(Pankaj Salodia)
Director
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ADG(PF) 1/2/2022

Encl.: as above

PRESS INFORMATION BUREAU
GOVERNMENT OF INDIA
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GUIDELINES FOR GRANT OF ACCREDITATION TO WORKING JOURNALISTS AT THE HEADQUARTERS OF THE GOVERNMENT OF INDIA

1. SHORT TITLE

These guidelines may be called the "**The Central Media Accreditation Guidelines, 2022**".

2. COMMENCEMENT AND SCOPE

2.1 These guidelines shall apply for grant of accreditation to working journalists and other categories of persons (as may be specified in this behalf) at the Headquarters of the Government of India and shall supersede all previous guidelines in this regard.

3. AMENDMENTS

The Central Government may make amendments to the guidelines from time to time as considered necessary.

4. DEFINITIONS

4.1 "Central Media Accreditation Committee" means a Committee constituted by the Government of India under these Guidelines;

4.2 'Digital News Publisher' means a publisher of news and current affairs as defined in clause (t) of rule 2 (1) of the Information Technology (Intermediary Guidelines and Digital Media Ethics Code) Rules, 2021;

4.3 'Newspaper' shall have the same definition as given in the Press and Registration of Books Act, 1867;

4.4 'News Media Organization' means an organization running a newspaper, a news agency, a satellite TV news channel, Doordarshan News, All India Radio (News Services Division), and a Digital News Publisher;

4.5 A 'Daily Newspaper' shall be published on not less than five days in a week.

4.6 A 'Weekly' and 'Fortnightly' newspaper shall have not less than 45 or 22 issues in a year, respectively.

4.7 'Working Journalist' means a working journalist as defined in the Occupational Safety, Health and Working Conditions Code 2020;

4.8 'Accreditation' means recognition of working journalists and other such persons as may be specified by the Government of India for purpose of access to designated official sources of information in the Government and also to news material, written

or pictorial, released by the Press Information Bureau and/ or other agencies of the Government of India;

4.9 'Unique visitors' refers to the number of distinct individuals requesting pages from a website during a given period, regardless of how often they visit;

4.10 'News Aggregator' refers to an entity which, using software or web application, aggregates news content from various sources, such as news websites, blogs, podcasts, video blogs, user submitted links, etc. in one location;

4.11 'Domain Registration' refers to the process of registering a domain name which identifies one or more IP addresses with a name that is easier to remember and used in URLs to identify particular Web pages, and the person or business that registers domain name is called the domain name registrant.

5. THE CENTRAL MEDIA ACCREDITATION COMMITTEE

5.1 The Government of India shall constitute a Committee called the Central Media Accreditation Committee (hereinafter referred to as the CMAC), chaired by the Principal DG, PIB and comprising of up to 25 Members nominated by the Government of India to discharge the functions laid down under these guidelines.

5.2 The CMAC once constituted shall function for a period of two years from the date of its first meeting.

5.3 The CMAC shall meet once in a quarter or more frequently, as may be considered necessary.

5.4 The decisions of the CMAC shall be taken on the basis of majority of the members present, and any dissent may be duly recorded.

5.5 There shall be a sub-Committee of the CMAC consisting of five members, nominated by the CMAC, and chaired by Principal DG, PIB to consider and take decisions on accreditation cases on matters referred to in para 8.2, during the interregnum of two meetings of the CMAC, and all such decisions shall be placed before the CMAC in its next meeting for information.

6. GENERAL TERMS OF ACCREDITATION

6.1 Accreditation will be given to working journalists, freelance journalists, veteran journalists, camerapersons and technicians, as per these guidelines in accordance with the eligibility conditions laid down in schedule I, and within the Quota and other conditions specified in Schedule II and Schedule III of the guidelines.

6.2 Accreditation shall be granted only to those persons referred to in para 6.1 who reside in Delhi-National Capital Region (NCR).

6.3 Accreditation shall not confer any official or special status on news media representatives, but shall only recognize their identity as a professional working journalist.

6.4 Accreditation of persons referred to in para 6.1 of only those news media organisations will be considered which have been functioning or operating for at least one year

continuously before the date of application and on the basis of recommendation duly forwarded by the Editor-in-Chief/Editor/ Executive Editor/ Resident Editor of that organisation.

6.5 The publication should primarily carry content as news and/or comments of general public interest, including news and information emanating from the headquarters of the Government of India.

6.6 Publications containing information on specialized interest such as in-house journals, technical/ professional publications etc. are not eligible for accreditation.

6.7 The organisations owned and run by Cable Operators providing Cable Television service through Cable Television Network will not be eligible for accreditation.

6.8 The accreditation is liable to be suspended/withdrawn if a journalist who has been granted accreditation:

a) uses the accreditation for non-journalistic activities;
b) has been charged with a serious cognizable offence;
c) if he/she or the news media organisation whom he/she represents is found to have furnished false/ fraudulent/ forged information/ documents, in which event the working journalist/ media organisation shall be debarred from accreditation for up to a maximum of five years but not less than two years, as may be decided by CMAC;
d) ceases to be part of the organisation on whose behalf he/she is accredited or the news media organisation itself ceases to function, except closure for a short period for reasons beyond control (such as industrial disputes, public health emergencies or natural calamities);
e) does not bring to the notice of Principal DG, PIB in writing within 7 days that he/she ceases to represent the news media organisation on whose behalf he/ she has been accredited;
f) does not apply for online renewal by the specified date along with the procedural requirements, except under exceptional circumstances:
g) if the news media organisation on behalf of which the accreditation has been granted recommends the withdrawal of accreditation, in which case the organisation shall return the accreditation card to PIB to avoid misuse;
h) acts in a manner which is prejudicial to the sovereignty and integrity of India, the security of the State, friendly relations with foreign States, public order, decency or morality or in relation to contempt of court, defamation or incitement to an offence;
i) violates any of the terms and conditions of the accreditation under these guidelines;
j) does not fulfil the conditions on which the accreditation was granted.

6.9 The CMAC has the right to recommend or reject grant of accreditation.

6.10 The cases approved for accreditation by CMAC shall be sent for police verification and the PIB accreditation card shall be issued only after satisfactory report from the police authorities and concurrence of the Ministry of Home Affairs, Government of India.

6.11 An accredited media person shall not use the words, "Accredited to the Government of India" on public/social media profile, visiting cards, letter heads or on any other form or any published work.

6.12 Accreditation will be granted for a period of one calendar year and can be considered for renewal if the accredited working journalist fulfils the criteria of the guidelines.

6.13 It shall be the responsibility of the news media organisation to intimate to PIB in writing, within 7 days of any change in ownership, name of organisation, name of group or chain, or the domain name (in case of website) in respect of which accreditation is granted on behalf of the organisation.

6.14 The person granted accreditation shall surrender the existing card to PIB within 7 days in event of any change in the category for which accreditation is granted, failing which the journalist would be debarred from accreditation for one year.

7. PROCEDURE FOR GRANT OF ACCREDITATION

7.1 The procedure to apply for accreditation shall be laid down by the Principal DG, PIB and the applicant will be required to fill an online form and submit such documents as may be specified from time to time;

7.2 PIB may, before grant of accreditation or its renewal, call for any additional information and documents considered necessary for the purpose of ensuring credibility and genuineness of the claims made in the application.

8. Functions of Principal DG, PIB:

8.1 To convene the meeting of CMAC as the Chairman of the Committee.

8.2 To convene the meeting of Sub-Committee of CMAC and decide on applications for grant of accreditation to an eligible person in matters on urgency or exigency.

8.3 To decide applications for grant of accreditation in respect of the following category of cases:

(i) where an accredited journalist changes his organisation to another accredited organization and informs within 7 days from the date of relieving, failing which it would be treated as fresh case. This is to be allowed provided the new organisation is eligible for accreditation as per the guidelines.

(ii) for change in category of Technician/Correspondent/Cameramen/Editor subject to fulfilment of conditions laid down in the guidelines;

(iii) serving officers and officials of PIB, DD (News) and AIR NSD for functional requirements;

(iv) Editor of a Daily, Weekly, Fortnightly, TV channel or of a digital news publisher, being a citizen of India, subject to security clearance and such other conditions as may be specified by the CMAC;

8.4 Decisions referred to in para 8.3 (i) & (ii) shall be placed before the CMAC in its next meeting for information.

SCHEDULE I

ELIGIBILITY CONDITIONS

(Clause 6.1)

(A) News Representatives

S. No.	Category	Conditions
1.	Working Journalists as defined in the Occupational, Safety, Health and Working Conditions Code 2020 engaged in news gathering/news bureau of a news organization	(i) Minimum 5 years' professional experience as full time working journalist/cameraman in news organization(s). (ii) For accreditation on behalf of news media organization and persons working on honorarium/retainership/part-time basis will not be treated as working journalist for the purpose of accreditation. In case of contractual journalists, the contract should be valid for minimum period of 1 year from the date of application. Documents to be submitted: (a) Copy of Aadhaar Card/PAN Card/Passport. (b) Recommendation letter from the Editor/Editor-in-chief/Executive Editor/Resident Editor of the organization. (c) Copy of the appointment letter of the present organization. (d) Copy of salary slips of last three months. (e) Copy of appointment and relieving letter of previous organization. (f) Clippings/photographs with byline of past six months (g) Residence proof - electricity bill/rent agreement/telephone bill/ Voter Card, etc.
2.	Freelance working journalist, not employed by any news media organization	(i) Minimum 15 years' professional experience as full time working journalist/cameraman in news organization(s). (ii) Must have held PIB card for at least 5 years.

		Documents to be submitted: 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 accepted. d. For electronic and digital/online media journalists, links of their journalistic work numbering at least 20 in the last six months.
3.	Veteran Journalist	Accreditation card under this category will be given to a freelance journalist subject to the following cumulative conditions: a) Persons shall have attained the age of 65 years. b) He/she has been a working journalist for at least 30 years. c) Has a publicly acclaimed distinguished career as a journalist.
4.	Technicians (Electronic media)	The technician must be working full time with the organization, duly recommended by the Editor/authorized signatory.

(B) Eligibility conditions for granting accreditation on behalf of organizations/Agencies:

1. Print Media

Sl. No.	Category	Conditions
1.	Newspapers (Daily)	Circulation should not be less than 10,000 copies of 6 full size pages or 12 pages of tabloid size per publishing day.

2.	Newspaper (Weekly/Fortnightly)	Circulation should not be less than 15,000 copies per publishing day. The size of the newspaper should be 6 full size pages or 12 pages of tabloid size for weekly newspaper; and 8 full size pages or 16 pages of tabloid size for fortnightly newspaper.
3.	Periodicals/Magazines (up to fortnightly only)	Circulation should not be less than 10,000 copies with a minimum of 40 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. (iii) Newspapers whose daily circulation is between 10,000 to 25,000 should submit circulation certificate certified by CAG/RNI empaneled chartered Accountant.

(C) News organizations (Electronic Media)

Sl. No.	Category	Conditions
1.	Satellite Channels (News and 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

1.	Print and Electronic (including photo services)	(a) Should have at least 100 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)

Documents required: (i) Registration certificate of News Agency; (ii) Latest annual revenue statement certified 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 one-year-old and must be continuously in operation under the same name (website address) for minimum of one 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 organisations 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 Delhi/NCR. 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 PIB 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.

(F) Foreign Media

Foreign News Media working journalists and organisations will also be governed by the same eligibility as mentioned at (A), (B), (C), (D) and (E) of this schedule. The application would be processed after the receipt of recommendation/clearance from Ministry of Home Affairs & Ministry of External Affairs. However, no freelance card will be granted under this category.

For foreign media, PIB card will be issued till the validity of the J Visa.

(G) Terms and Conditions for Change in Organisation and Category:

1) The accredited journalist shall surrender the existing card to PIB within 7 days from the date of relieving from previous organisation.

2) If the change is not applied within 1 month from the date of relieving, the case would be treated as fresh case.

3) Documents required are:
   (i) Recommendation letter from Editor/ Authorised signatory for grant of accreditation (not applicable for freelance category).
   (ii) Copy of appointment letter of present organisation.
   (iii) Relieving order from previous organisation.

(H) Renewal:

1) All the card holders will have to apply for online renewal of the PIB card annually, and the renewal application will be considered in accordance with the extant Guidelines.

2) At the time of renewal, the documents asked for may be furnished without fail for the renewal to be considered.

SCHEDULE-II

SCHEDULE OF QUOTAS FIXED FOR VARIOUS CATEGORIES OF NEWSPAPERS/MEDIA ESTABLISHMENTS
(Clause 6.1)

(A) ***PRINT MEDIA***

1. Dailies/Weekly/Fortnightly

	Circulation figures	Number of Accreditations
1.	10,000 to 25,000	01
2.	25,001 to 50,000	02
3.	50,001 to 75,000	04
4.	75,001 to one lakh	10
5.	Above 1 lakh	15

2. News Agencies:

Agency	No. of Subscribers	No. of Accreditation
Print	100-500	20
	above 500	50
Electronic	100-500	12 Correspondents + 12 Camerapersons + 12 Technicians
	above 500	15 Correspondents + 15 Camerapersons + 15 Technicians

3. Foreign Based Dailies and Periodicals-07

4. Foreign News Agencies-20

SCHEDULE – III

SCHEDULE OF QUOTAS FIXED FOR VARIOUS CATEGORIES OF ELECTRONIC MEDIA & DIGITAL NEWS PUBLISHERS (CLAUSE 6.1)

1. TV News Production/Telecast/Organization:

	Category	Number of Accreditations
1.	Satellite news TV channel	15 Correspondents + 15 Cameramen + 15 Technicians

2. Foreign TV/Electronic Media:

	Category	Number of Accreditations
1	Radio Broadcasting Organizations	4 Correspondents
2	TV News Telecasting Organisation and News Agencies	8 Correspondents and 8 Cameramen/technicians
3	TV and Radio News Channels with hourly telecast of News and current affairs programmes	12 Correspondents 12 Cameramen

3. Digital News Publisher

S. No.	Category	Number of Accreditations
1	Websites with ten lakh to fifty lakh unique visitors per month for the last six months	1
2	Websites with fifty lakh to one crore unique Visitors per month for the last six months	2
3	Websites with more than 1 crore unique visitors per month for the last six months	4

Note: Print publications and TV news channels on behalf of whom accreditation has been granted will accommodate/adjust the accreditation requirements of eligible working journalists of their corresponding digital news publications within their existing quota.