

**REVISED GUIDELINES FOR ISSUING OF PRESS IDENTITY CARDS TO
JOURNALISTS**

Approved vide Govt. letter No. 14/3/94-INFO dated 21st April, 2003.

1. The Director, Information & Public Relations, Manipur shall be the Authority to issue Press Identity Cards on behalf of the Government of Manipur.
2. The following shall be eligible for issue of the Press Identity Cards.
 - i) Full time Journalists of the Print/Electronic Media publication/Organisation published/operating in Manipur duly registered with the authority concerned under the relevant Act and Rules of the country.
 - ii) Specialist Journalists, such as Photo/Sports Journalist etc.. of registered Print/Electronic Media, provided they contribute at least one photograph/report/article a week.
 - ii) Full time correspondents of recognised/registered regional, National and International Print/Electronic Media/News Agencies stationed and operating in the State.
3. Provisional Press Identity Cards may be issued to the following :
 - i) Full time Journalists of the Print Media awaiting registration No. after getting title clearance from the RNI, for a maximum period of six months, and any extension thereafter shall be considered only in exceptional case.
 - (ii) Journalists from outside the State visiting Manipur, for the period and purpose of the visit, on production of his/her credentials.
4. i) To be eligible for issue of Press Identity Cards to its Journalists/Reporters a media Organisations/publication should satisfy the following conditions.
 - (a) For All Print Media Publication : It shall submit authenticated circulation figure with supporting documents for each year at the appropriate time.
 - (b) For Periodical Print Publication: It shall be substantially based on news report and current events.
 - (c) For Electronic Media: It shall produce and broadcast, or have it broadcast, its own news programme at least once a week.
5. For issuance of Press Identity Cards, the Journalists should apply in the Prescribed forms enclosing copies of the following documents:
 - (i) Appointment letters of the Journalists.
 - (ii) 2(two) copies of Stamp-size photographs.
 - (iii) Registration documents of the Media Organisations in which the Journalists are employed.
 - (iv) Documents relating to the circulation figure in the case of Print Media and number of subscribers/area of operation, in cases of electronic media.
6. The character and antecedents of the Journalists who have applied for press Identity Cards shall be verified by the Superintendent of Police/CID(SB) before being processed for issuance.
7. (i) All applications for issue of Press Identity Cards shall be placed before the Press Identity-Card Screening Committee which is being constituted with the following members.

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| 1. The Director of Information & Public Relations, Manipur | -Chairman |
| 2. A nominee of the Govt. | -Member |
| 3. One representative each from all recognised Unions/Associations/
Journalists/Media | -Member |
| 4. DIO/APO(Press) | -Convenor |

(ii) No Press Identity Card shall be issued to the Journalists unless the Screening Committee clears their petition.

8. The maximum number of Press Identity Cards which may be issued to the Journalists (including specialist Journalists) of a Media publication/Organisation in the State will be as follows:-

i) Print Media :

<u>Circulation figure</u>	<u>Maximum no. of Press Identity Cards</u>
a) Up to 5000	- 5
b) 5001 to 10000	- 10
c) More than 10000	- 15

ii) Electronic Media :

<u>Total no. of hrs. of News programme Broadcast per week</u>	<u>Maximum no. of Press Identity Cards</u>
a) Up to 1 hr.	- 10
b) More than 1 hrs.	- 15

9.i) The Print Media should submit 3(three) complimentary copies every issue immediately after publication to DIPR.

ii) In case of Electronic Media, monthly broadcast report should be submitted to DIPR without fail.

10. The Press Identity Cards issued to the Journalists of any Print-media/Electronic-media publication/organisation which is out of publication/operation for a continuous period of 1(one) months without intimating the reasons thereof to the Director, Information & Public Relations, Manipur shall be cancelled and notified accordingly.

i) The validity of the Press Identity Card shall be for a maximum period of 1(one year) at a time.

ii) In case of a Journalist changing his/her print/electronic media/news agency, the application of Identity-card shall be in the prescribed renewal form and every such cases shall be treated as that of renewal.

iii) Press Identity Cards shall be used for Journalists purposes only. If any case of misuse of Identity-card comes to the notice of the Authority, the Print media/Electronic Media concerned shall be blacklisted apart from cancellation of the card.

iv) The issuing Authority, may for sufficient reason of mis-conduct, criminal or otherwise, to be recorded and after giving opportunity of being heard, cancel identity card issued to the Journalist of a print/electronic media.

v) The Press Identity Card is the property of the govt. of Manipur. The same should be returned to DIPR, Manipur when Journalists cease to represent the print media/electronic media and news-agency or on expiry of validity of the card, failing which no further press Identity Card shall be issued to the Print-media/electronic-media and news-agency.

The decision of the government of Manipur will be final in case of any dispute.