



REGULATION GOVERNING ACCREDITATION OF JOURNALISTS

(Issued under Sections 101 and 102 of the Bhutan
Information, Communications and Media Act)

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REGULATION GOVERNING ACCREDITATION OF JOURNALISTS

1. Legal Basis

This Regulation is issued by the Minister, Ministry of Information and Communications in accordance with Sections 101 and 102 of the Bhutan Information, Communications and Media Act of 2006 (the “Act”) to establish procedures for application and the criteria for the grant of accreditation to journalists.

2. Effective Date

This Regulation shall come into force from the 18th Day of April, 2007.

3. Amendments

This Regulation may be amended by the Minister, in consultation with the Authority, as and when required.

4. Scope of Application

This Regulation shall apply to all journalists, operating within or for Bhutan.

5. Definitions

Unless the context requires otherwise, the words and terms used in this Regulation shall have the same meaning as assigned in the Act.

6. Accreditation of journalists

- 6.1 Any journalist, being a citizen of and resident in Bhutan, who wishes to be recognised as an “accredited journalist” may apply to the Authority for such status. The application shall be made in Form set out in the Appendix A hereto, and such other information or documents as the Authority may call for. A journalist shall be deemed to be “ordinarily resident in Bhutan” if he has spent at least one year immediately preceding the date of his application, in Bhutan.
- 6.2 Accreditation shall be granted only to an individual, and not to an organisation. Where a media organisation wishes to seek accreditation for more than one journalist employed by it, each of the journalists concerned shall submit separate applications for accreditation.

7. Consideration of applications

- 7.1 The Authority shall, on receipt of an application under Clause 6 above, proceed to consider it forthwith on the basis of the following factors and pass an appropriate order:
 - i. whether the applicant is a *bona fide* journalist;
 - ii. whether the applicant has the necessary qualifications and experience to be considered for accreditation; and
 - iii. whether it would be in the public interest to grant accreditation to the applicant.

- 7.2 If the Authority decides to grant accreditation, it shall notify the applicant in writing of this decision as soon as practicable but not later than fifteen days from the date of submission of the application, and shall forward him an “accreditation card” bearing his photograph and signature. The said card shall constitute official proof of accreditation.
- 7.3 If the Authority decides to refuse accreditation, it shall notify the applicant in writing of this decision as soon as practicable but not later than fifteen days from the date of submission of the application, stating the reasons for refusal.
- 7.4 Any applicant aggrieved either by a decision of refusal or silence for more than fifteen days from date of application, from the Authority may appeal to the Appellate Tribunal within 30 days from the date of the receipt of information relating to such refusal or silence as the case may be.

8. Requirements for accreditation

- 8.1 The requirements for the consideration of accreditation shall be, but not limited, to the following:
- i. The applicant shall be a reporter/writer/editor/columnist/photographer in any media organization; and
 - ii. University graduates in Journalism or a university graduate with a major in journalism with an internship of at least four months in any media organisation; or
 - iii. Any other university graduates with at least two years of training/internship in a media organization;
- 8.2 A journalist should produce recommendations from the head of the media organization they are working at present; and
- 8.3 If he is a freelance journalist, then he should produce recommendation from the media organizations he has worked or is working for.

9. Rights of accredited journalists

Accredited journalists shall have the right to:

- i. attend briefings, press conferences, press releases by the government or public sector organisations and other events organized for the press; and
- ii. inclusion in official visits by the State and Government officials.

10. Duties and Obligations of accredited journalists

Accredited journalists shall:

- i. observe the Code of Ethics for Journalists;
- ii. observe the rules and procedures determined for those events;
- iii. not unnecessary interfere in the course of the event they attend; and

- iv. carry the accreditation badge on them at all times.

11. Withdrawal of accreditation

Accreditation may be withdrawn by the Authority:

- i. on the expiry of an accreditation date;
- ii. when a journalist is dismissed from the service of a media organisation;
- iii. when a media organisation ceases to function and chooses not to work for any other media organisations;
- iv. if a journalist presents a distorted information and image or an event about or in Bhutan;
- v. when a journalist consciously violates any laws of the country and is convicted for the same by a court of competent jurisdiction; or
- vi. as per Clause 12 below.

12. Term of accreditation

- 12.1. Any accreditation granted shall be non-transferable and shall be valid for a period of three years from the date mentioned on the card;

Provided, however, that the Authority may revoke or cancel any accreditation before the expiry of the said period, if it is satisfied that the continued enjoyment of accreditation by the journalist concerned would not be in the public interest, or as per Clause 11 above;

Provided further that, before the Authority revokes or cancels any accreditation, it shall give the journalist concerned a reasonable opportunity of making representations against the proposed revocation or cancellation, and, where any representations are made, it shall give due consideration to such representations.

- 12.2 The accreditation shall be deemed to be legally terminated if the said journalist:
 - i. becomes incapacitated for reason of physical and/or mental health or otherwise declared insolvent by a competent court of law; or
 - ii. surrenders his accreditation on his own volition.

13. Renewal of accreditation

- 13.1 The accreditation granted under this Regulation may be renewed on the receipt of an application in this behalf by the journalist to whom it was granted.
- 13.2 An application for renewal of accreditation shall be made in writing in Form set out in the Appendix B hereto.
- 13.3 An application for renewal of accreditation shall be made not earlier than thirty days and no later than fifteen days, prior to the date of its expiry. Any application made before fourteen days

from the date of expiry shall be rejected, and the journalist concerned shall be required to make a fresh application for accreditation.

14. Ad hoc accreditation of foreign journalists

- 14.1 Any journalist, who is not a citizen of Bhutan or who, being a citizen of Bhutan, is not ordinarily resident in Bhutan, may apply for *ad hoc* accreditation as a journalist. The application shall be made in Form set out in the Appendix C hereto.
- 14.2 The Authority shall, on receipt of an application under Clause 14.1 above, proceed to consider it forthwith and pass an appropriate order. In making its decision, the Authority shall have due regard to all relevant factors, including the following:
- i. whether the applicant is a *bona fide* journalist;
 - ii. whether the applicant has the necessary qualifications and experience to be considered for accreditation; and
 - iii. whether it would be in the public interest to grant accreditation to the applicant.
- 14.3 If the Authority decides to grant accreditation, it shall notify the applicant in writing of this decision as soon as practicable but not later than seven working days from the date of submission of the application, and shall forward him an “*ad hoc* accreditation card”. The said card shall constitute official proof of accreditation.

Provided, however, that the Authority may, where it considers it necessary, make the accreditation subject to such conditions as it may specify in this behalf, and, if the journalist concerned accepts such conditional accreditation, he shall be under an obligation to comply with those conditions at all times.

- 14.4 If the Authority decides to refuse accreditation, it shall notify the applicant in writing of this decision as soon as practicable but no later than seven working days from the date of application, stating the reasons for refusal.
- 14.5 Any accreditation granted under this Regulation shall be valid for a maximum period of six months from the date of issuance of the *ad hoc* accreditation card, or for the duration of the coverage of a particular event, or such shorter period as the Authority may specify.
- 14.6 The accreditation granted under this Regulation may be renewed on the receipt of an application in this behalf by the journalist to whom it was granted. An application for renewal of accreditation shall be made in writing in Form set out in the Appendix D hereto, and shall fulfil the requirements of Clause 14.1 above.
- 14.7 An application for renewal of accreditation shall be made not earlier than thirty days and not later than ten days, prior to the date of its expiry. Any application made after the expiry of the said deadline of ten days shall be rejected, and the journalist concerned will be required to make a fresh application for accreditation as provided for in Clause 14.1 above.

15. Register of accredited journalists

- 15.1 The Authority shall maintain a register, hereinafter referred to as “Register of Accredited Journalists” in which the names, addresses and other details of all journalists to whom accreditation has been granted shall be entered in chronological order.

- 15.2 The Register of Accredited Journalists shall be updated regularly, and any information as to revocation, cancellation or expiry of accreditation shall be noted as soon as practicable against the names of those on the register.
- 15.3 The Authority shall make the Register of Accredited Journalists available for the general public during office hours, if it is required so. The Authority may also make the information on the register available to the general public through the Authority's web site.
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Appendix A

**Bhutan InfoComm and Media Authority
Royal Government of Bhutan
Thimphu**

Form of Application for Accreditation as a journalist

**To,
The Director General
Bhutan InfoComm and Media Authority
Thimphu**

Sub: Application for Accreditation

Personal Details:

1. First Name: _____ Middle Name: _____ Last Name: _____

2. Date of Birth: _____ (dd/mm/yyyy)

3. Sex: _____ Male/Female

4. Nationality _____

5. Whether ordinarily resident in Bhutan: Yes No NA

6. Permanent Address: _____

7. Telephone No. _____ Mobile Number: _____

8. Email: _____

9. (a) Whether: A freelance employed by a media organization

(b) If employed by a media organization, name and address of the organization:

(i) Designation within the organization: _____

(ii) Numbers of years of service with the organization: _____

(iii) Name/s and address/es of previous employers, if any, along with dates of employment with each employer

(c) If you are a freelance journalist, fill in the following:

(i) I work for the following Newspapers/ Magazines/ TV/ Radio Stations:

(ii) I work as a (Tick where appropriate):

- Reporter
- Writer/Columnist
- Photographer
- Cameraman/women

(d) Number of years of experience as a journalist (whether freelance or employed):

(e) Attach Resume/CV along with the application form.

Declaration and undertaking:

I hereby declare that the statements made and the information given above is true and complete to the best of my knowledge and belief. I undertake to inform the Bhutan InfoComm and Media Authority immediately if any change to any of the information given above occurs, during the period between the signing of this declaration and the grant of accreditation by the Authority, as well as during the period for which the accreditation remains valid.

I also undertake to abide by the laws, regulations and rules of Bhutan as well as all the requirements and conditions specified by the Authority in relation to accredited journalists.

I am enclosing herewith the following [please tick]:

- A fee of Nu. 500/- by demand Draft No. _____ Dt. _____ on Bank of Bhutan;
- Two passport-size photographs;
- Proof of employment [only for those employed by a media organization]
- Recommendation letter [from the Employer].

Signature of the applicant

Date:



Appendix B

**Bhutan InfoComm and Media Authority
Royal Government of Bhutan
Thimphu**

Form of Application for Renewal of Accreditation as a journalist

**To,
The Director General
Bhutan InfoComm and Media Authority
Thimphu**

Sub: Application for Accreditation

Personal Details:

1. First Name: _____ Middle Name: _____ Last Name: _____

2. Date of Birth: _____ (dd/mm/yyyy)

3. Sex: _____ Male/Female

4. Nationality _____

5. Whether ordinarily resident in Bhutan: Yes No NA

6. Permanent Address: _____

7. Telephone No. _____ Mobile Number: _____

8. Email: _____

9. (a) Whether: A freelance employed by a media organization

(b) If employed by a media organization, name and address of the organization:

(c) Designation within the organization:

(d) If you are a freelance journalist, fill in the following:

(i) I work for the following Newspapers/ Magazines/ TV/ Radio Stations:

(ii) I work as a (Tick where appropriate):

- Reporter
- Writer/Columnist
- Photographer
- Cameraman/women

10. Details of accreditation held:

Date on which accreditation granted for the first time: _____ (dd/mm/yyyy)

Date of Last renewal (If any): _____ (dd/mm/yyyy)

Declaration and undertaking:

I hereby declare that the statements made and the information given above is true and complete to the best of my knowledge and belief. I undertake to inform the Bhutan InfoComm and Media Authority immediately if any change to any of the information given above occurs, during the period between the signing of this declaration and the renewal of accreditation by the Authority, as well as during the period for which the renewed accreditation remains valid.

I also undertake to abide by the laws, regulations and rules of Bhutan as well as all the requirements and conditions specified by the Authority in relation to accredited journalists.

I am enclosing herewith the following [please tick]:

- A fee of Nu. 500/- by demand Draft No. _____ Dt. _____ on Bank of Bhutan;
- Two passport-size photographs;
- Proof of employment [only for those employed by a media organization]
- Recommendation letter [from the Employer].
- Current accreditation card held by the journalist

Signature of the applicant

Date:



Appendix C

**Bhutan InfoComm and Media Authority
Royal Government of Bhutan
Thimphu**

Form of Application for *ad hoc* Accreditation for foreign journalist

**To,
The Director General
Bhutan InfoComm and Media Authority
Thimphu**

Personal Details:

1. First Name: _____ Middle Name: _____ Last Name: _____

2. Date of Birth: _____ (dd/mm/yyyy)

3. Sex: _____ Male/Female

4. Nationality _____

5. Whether ordinarily resident in Bhutan: Yes No NA

6. Permanent Address: _____

7. Telephone No. _____ Mobile Number: _____

8. Email: _____

9. (a) Whether: A freelance employed by a media organization

(b) If employed by a media organization, name and address of the organization:

(c) Designation within the organization:

(d) If you are a freelance journalist, fill in the following:

(i) I work for the following Newspapers/ Magazines/ TV/ Radio Stations:

(ii) I work as a (Tick where appropriate):

- Reporter
- Writer/Columnist
- Photographer
- Cameraman/women

(e) Number of years of experience as a journalist (whether freelance or employed):

(f) Attach Resume/CV along with the application

10. Details of immigration status in Bhutan (tick as appropriate):

(a) Are you on a:

- Work permit;
- Residence permits; or
- Visiting.

Work/residence permit no. _____

Date of issue: _____ (dd/mm/yyyy)

Date of expiry: _____ (dd/mm/yyyy)

11. Since when have you been resident in Bhutan: _____

12. If visiting, dates of visit: From _____ To _____

13. (a) Have you ever been expelled from Bhutan: Yes No

(b) If “yes”, give dates and details _____

Declaration and undertaking

I hereby declare that the statements made and the information given above is true and complete to the best of my knowledge and belief. I undertake to inform the Bhutan Information, Communication and Media Authority immediately if any change to any of the information given above occurs, during the period between the signing of this declaration and the grant of *ad hoc* accreditation by the Authority, as well as during the period for which the ad hoc accreditation remains valid.

I also undertake to abide by all the applicable laws, regulations and rules of Bhutan as well as all the requirements and conditions specified by the Authority in relation to accredited journalists.

I am enclosing the following herewith [please tick]:

- A fee of Nu. 1, 000 by Demand Draft No. _____ dt. _____ on Bank of Bhutan;
- Two passport-size photographs;
- A copy of the relevant pages from my passport containing personal information;
- A copy of my current work/resident permit;
- A letter from my current employer [for those employed by a media organization], or letter from the editor of any organization for which I write or report, confirming my status as a journalist.

Signature of your employer

Signature of the applicant

Date:



Appendix D

**Bhutan InfoComm and Media Authority
Royal Government of Bhutan
Thimphu**

Form of Application for Renewal of *ad hoc* Accreditation for foreign journalist

**To,
The Director General
Bhutan InfoComm and Media Authority
Thimphu**

Sub: Application for Renewal of *ad hoc* Accreditation

Personal Details:

1. Name of the applicant: _____
2. Date of Birth: _____ (dd/mm/yyyy)
3. Sex: Male/Female [delete as appropriate] _____
4. Permanent address and telephone no: _____

5. Address and telephone no. in Bhutan: _____

6. Email: _____
7. (a) Whether: A freelance employed by a media organization
- (b) If employed by a media organization, name and address of the organization:

- (c) Designation within the organization:
- (d) If you are a freelance journalist, fill in the following:
 - (i) I work for the following Newspapers/ Magazines/ TV/ Radio Stations:

 - (ii) I work as a (Tick where appropriate):
 Reporter

- Writer/Columnist
- Photographer
- Cameraman/women

- (e) Number of years of experience as a journalist (whether freelance or employed):
- (f) Attach Resume/CV along with the application
8. (a) Have there been any changes to your immigration status during the past 6 months? Yes/No
- (b) If 'yes', give details: _____

9. Details of immigration status in Bhutan (tick as appropriate):

- (a) Are you on a:
- Work permit;
 - Residence permits; or
 - Visiting.
- (b) Work/residence permit no. _____
- (c) Date of issue: _____ (dd/mm/yyyy)
- (d) Date of expiry: _____ (dd/mm/yyyy)

10. Details of accreditation held:

Date on which *ad hoc* accreditation granted for the first time: _____ (dd/mm/yyyy)

Date of last renewal (if any): _____ (dd/mm/yyyy)

11. (a) Have you ever been expelled from Bhutan: Yes No
- (b) If "yes", give dates and details _____

Declaration and undertaking

I hereby declare that the statements made and the information given above are true and complete to the best of my knowledge and belief. I undertake to inform the Bhutan Communications and Media Authority immediately if any change to any of the information given above occurs, during the period between the signing of this declaration and the renewal of *ad hoc* accreditation by the Authority, as well as during the period for which the renewed *ad hoc* accreditation remains valid.

I also undertake to abide by all the applicable laws, regulations and rules of Bhutan as well as all the requirements and conditions specified by the Authority in relation to accredited journalists.

I am enclosing the following herewith [please tick]:

- A fee of Nu. 1, 000 by Demand Draft No. _____ dt. _____ on Bank of Bhutan;
- Two passport-size photographs;
- A copy of the relevant pages from my passport containing personal information;
- A copy of my current work/resident permit;
- A letter from my current employer [for those employed by a media organization], or letter from the editor of any organization for which I write or report, confirming my status as a journalist.

Signature of your employer

Signature of the applicant

Date:
