

Cir./60/2016-17/NPCS(Pt.)

भारत सरकार

(सूचना एवं प्रसारण मंत्रालय)

भारत के समाचारपत्रों के पंजीयक का कार्यालय

Office of Registrar of Newspapers for India

9 वां तल, सूचना भवन, सी.जी.ओ. कॉम्प्लेक्स, लोधी रोड, नई दिल्ली. 110003
9th Floor, Soochna Bhavan, CGO Complex, Lodhi Road, New Delhi-110003

Dated : 31.10.2018

✓ To,
All
PIB: Regional/Branch Office

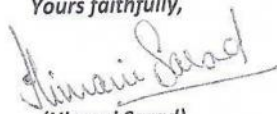
Sub: *Approved Self-Declaration Format to be submitted by Publishers/ Owners or a duly authorized person regarding printing details as per amended Circulation Verification Guidelines – reg.*

Kindly refer to the Ministry of I&B, MUC's OM No. M-25013/11/2016-MUC dated 18.10.2018 on amendment of circulation verification guidelines-replacing the requirement of Printing Press Experts with a Self Declaration by publishers/ owners or a duly authorized person.

2. *Accordingly, the approved format of self declaration regarding printing details as per amended circulation verification guideline dated 18/10/2018 is enclosed which is required to be submitted by the publisher/ owner or a duly authorized person at the time of Press Visit.*

3. *This issues with approval of competent authority.*

Yours faithfully,


(Himani Sarad)
Deputy Press Registrar
Tel: 24369968

Copy to :

DG:BOC {DAVP} for information and necessary action at their end.

Issued
6/11/18

**Self – Declaration made by Publisher / owner towards Circulation Verification
of Newspaper/ periodical regarding printing press details**

For circulation verification for the period 1st April to 31st March

To be submitted to the Press Registrar, O/o Registrar of Newspapers for India (RNI) , 9th floor,
Soochna Bhavan, CGO Complex, Lodhi Road, New Delhi -110003

OR

To the concerned authorized Officer under Section 19F and 19(l) of Press & Registration of Books Act, 1867 to verify the claimed circulation of Newspaper/ periodical.

I..... Son /Daughter /wife of ,
resident of do hereby
certify that I am the Publisher/Printer/ owner of the newspaper/ periodical namely
..... Published from
..... (full address of place of publication) which is registered with RNI vide
Registration Number..... (Self attested copy of RNI
certificate and ownership of printing press are enclosed).

2. In terms of the above mentioned newspaper/periodical, I solemnly affirm and declare the following towards printing of this newspaper/ periodical :

- i) Name and address of the Printing Press
(As per Annual Statement/ RNI Certificate)
- ii) Name and address of the Printing Press
[As per Declaration if Press name is differ from col. (i), Enclose the declaration thereof]
- iii) Own press or Job work
(Enclose press owner declaration and agreement between publisher and press owner)

3. Printing Press mechanical Details: Offset (Web/Sheet fed)/ Letter press/ other

- a) Make year and Brand of Printing Machine.....
- b) Number of printing Units
- c) How many number of pages the machine can print in one go
- d) How may color and mono [B/w] pages can be printed with it
- e) Printing Capacity Speed (max.) copy per hr.
[As per manufacture co. brochure]
- f) Printing Capacity (normally running for printing) copy per hr.
[As per condition of machine and manpower used]
- g) Other details which are not mentioned above
- h) Print Order & MRR and printing schedule
[Enclose the PO/MRR and printing schedule of the date of visit and last three months]



4. **Supplementary details towards printing of newspaper/ periodical:**

- a) Plate making system : CTP unit / conventional
- b) If CTP units , mention the details of CTP
- c) Plate punching / plate bending machine
- d) Auto pesters
- e) Striping Machines / Fork for reel loading
- f) Power backup / Generator System
- g) Computers / Printers / Scanners
- h) Reel re-binding machine
- i) Other equipments which are not mentioned above

5. **Details of payment of GST on purchase of Newsprint/consumerables during current financial year and previous financial year.**

a) GST No.

b) Amount of GST paid on consumerables:

Consumerables	Amount of GST Paid (Rs.)	
	Current year	Previous Year
Newsprint		
Ink		
Plates		
Fuel		
Power		

c) Amount of GST paid on sale of Newspapers

Current F.Y.:

Previous F.Y.:

d) Details of Newsprint consumed during the period: (where as applicable) :

Newsprint	Quantity (in Kg or MT) or *Reams	
	Current year	Previous Year
Opening Stock		
Purchase -- Imported		
a) Standard		
b) Glazed		
Purchase -- Indigenous		
Total :		
Add -- Loan obtained / Received back		
Total :		
Less Closing Stock		
Less Loans given / returned		
Net Consumption :		

Certified that the particulars given above are true and correct to the best of my /our knowledge and in accordance with the books of accounts/ records mentioned by the publisher/ publication.

Place

Date

Signature of Publisher /Printer/ Owner
Name in Block Letters:
Aadhar No. Mobile No.
Office Seal :

Note 1: Any false information shall disqualify the publication concerned from circulation certificate and future circulation verification besides any other action under other law for making a false declaration against the publisher.

Note 2: In case of authorized signatory, authorization letter is required from the owner of the publication.

Signature of Publisher/ Printer/ Owner

Name :

Address:

Authentication by the concerned authorized Officer under Section 19F and 19(I) of Press & Registration of Books Act, 1867 to verify the claimed circulation of Newspaper/ periodical.

Certified that the above mentioned details are verified with the books of accounts/ records and by physical verification of printing press premises of above mentioned Newspaper/ periodical and found correct in all respect. The speed of the printing machine observed during the visit of the team was

Place

Date

Signature of authorized officer /
Team leader:
Name in Block Letters:
Mobile No.
Office Seal :