



RULES GOVERNING EXAMINATION AND CERTIFICATION OF FILMS

BHUTAN INFOCOMM AND MEDIA AUTHORITY

Royal Government of Bhutan
Thimphu : Bhutan

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BHUTAN INFOCOMM & MEDIA AUTHORITY

Royal Government of Bhutan



Chairperson

20th May 2010

FOREWORD

In accordance with Chapter III Section 21 (2:d) and Chapter VI Section 105 to 114 of the Bhutan Information Communications and Media Act 2006, the Bhutan InfoComm and Media Authority is mandated to regulate and implement rules and guidelines governing the examination and certification of the cinematographic films in the kingdom.

These rules and guidelines form the basis for a self-regulatory system and provide the film industry with a set of principles to guide it, as well as a clear framework for the Authority to address any complaints from members of the general public.

These rules and guidelines are aimed at ensuring that the content of films intended for public exhibition in Bhutan conforms to local sensitivities and to the social and cultural values of the Bhutanese people.

Towards this end, and in accordance with the powers conferred by Section 27 (3) (s) and (t) of the Act, the Authority hereby issue the *“Rules Governing Examination and Certification of Films”* for facilitating the examination and certification of films.

These Rules should be read in conjunction with all other existing codes of practice and regulations established by the relevant Government agencies to promote the healthy development of the media.

(Chairperson)

BHUTAN INFOCOMM & MEDIA AUTHORITY

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CHAPTER 1

PRELIMINARY

1.1 Legal basis

These Rules governing examination and certification of films is issued by the Bhutan InfoComm and Media Authority (the “Authority”) in accordance with Chapter 6, Section 105 (1) of the Bhutan Information Communications and Media Act 2006 (the “Act”) that requires the Authority to issue rules governing the examination and certification of cinematographic films.

These Rules form the basis for a self-regulatory system and gives the industry a set of principles to guide it, while it gives the Authority a clear framework within which to address complaints from members of the public. These Rules are aimed at ensuring that the content of films intended for public exhibition in Bhutan conforms to local sensitivities and to the social and cultural values of the Bhutanese people.

1.2 Title and commencement

These Rules shall be called the “*Rules Governing Examination and Certification of Films*”, and shall come into effect on the 31st Day of July 2008.

1.3 Scope of application

These Rules shall apply to all Bhutanese filmmakers. These Rules shall be read in conjunction with all other existing codes of practice and regulations established by the relevant government agencies to promote the healthy development of media.

1.4 Amendment

These Rules have been updated as per the proceedings of the 6th Authority Meeting. Section 5.4(c), 5.6, Appendix-A1 and H of these Rules have been newly added. Appendix-A has also been slightly modified and amended to suit the current practices. Further, these Rules may be amended by the Authority as and when required after two third majority votes of the Members.

1.5 Interpretation

The power to interpret these Rules shall vest with the Authority who may issue such instructions as may be necessary to give effect to, and carry out the provisions of these Rules.

1.6 Rules of construction

In these Rules, the words importing the masculine gender shall include the feminine gender and words in singular shall include the plural and vice-versa.

1.7 Exemption

The provisions of these Rules may not apply to exhibitions by political parties, international organizations, ministries or other government authorities in the course of their duties or to any films shown by diplomatic and consular missions on their own premises and to their own members and non-paying guests. However, the Authority reserves the right for information to authenticate such films.

1.8 Power of entry, search and seizure

- a) The Authority, or any person authorized (as per Section 192 of the Act) in this behalf, may at any time enter and search any cinema hall, film production or distribution office, or other premises where films intended for public exhibition are exhibited, kept or stored, if it reasonably suspects that the producer, owner, importer or distributor of a film, or any person in possession of a film at the relevant time, has not complied with all the requirements of the Act, the Regulations and/ or the Rules.
- b) Where the Authority finds any film, part of a film, trailer, advertisements or other material being exhibited, kept or stored in such cinema hall, film production or distribution office, or on such other premises, it may seize such film, part of a film, trailer, advertisement or other material.

As far as practicable, the Authority shall prepare a contemporaneous note of all the items seized and have the note countersigned by at least one independent witness and one representative from the Motion Picture Association of Bhutan, whose name and address shall be clearly indicated in the said note. The note shall also be signed and dated by the person or persons carrying out the search on behalf of the Authority, and the name and designation of such person or persons shall also be clearly indicated therein.

- c) All the items seized shall be put in a sealed bag or other container or containers as soon as the note, referred to in clause (b) above, is signed by all the relevant persons, and any such bag or container shall be kept in safe custody by the Authority for a period of at least one year from the date of the seizure:
 - i) Provided that, where the items seized are required for the purposes of any subsequent legal proceedings, the period of one year referred to above shall be reckoned from the date on which such proceedings have been completed.
- d) All seized items shall be destroyed or otherwise disposed of at the Authority's discretion at the end of the one year period referred to in clause (c) above.

1.9 Appeals

- a) Any person who is aggrieved by an order of the Authority in:
- i) Refusing a grant of permit and/ or certificate;
 - ii) Awarding an ‘A’ or PG certificate;
 - iii) Refusing to examine a film without a valid reason; or
 - iv) Requiring to carrying out excisions or modifications as described in the said order, may file an appeal to the Appellate Tribunal, within thirty days from the date of receipt of the said order.
- b) Any person who is aggrieved by a partial or total order of suspension of films from the Authority under Section 113 of the Act may file an appeal before the Appellate Tribunal under Section 114 of the Act, within thirty days from the date of receipt of the said order.

1.10 Definitions

For the purposes of these Rules, unless the context otherwise requires, the following words and terms shall have the following meanings:

“Act” means the Bhutan Information Communications and Media Act 2006.

“Authority” means the Bhutan InfoComm and Media Authority.

“Film” refers to all forms of moving image production including feature films, drama, documentaries, advertisements and music videos that are meant for commercial and public screening.

“Television programmes” includes any television series, documentaries, music videos, or any other programmes for television, produced for a commercial and public screening.

CHAPTER 2
FILMING PERMIT

2.1 Filming permit

All films and television programs to be filmed in Bhutan shall require a Permit, to be issued by the Authority.

- a) Individuals and Companies applying for a Permit must have a valid trade license issued by the Ministry of Economic Affairs.
- b) Producers shall submit the Application Form for permit set out in Appendix-A accompanied by other relevant documents as specified therein. The application shall be accompanied by a fee as specified in Schedule 1:1 along with other relevant documents as specified below:
 - i) One copy of the synopsis of the film; and
 - ii) One copy of a statement showing the reel-wise length of the film, if required by the Authority.
- c) The applicant shall allow a time of seven (7) working days for processing the Permit. No filming activity should commence without obtaining a valid Permit.
- d) All films and television programs shall strictly adhere to government policies and laws in force. The filmmakers shall give due regard to the cultural content, community values and other national sensitivities. In addition, the filmmakers shall strictly abide by the “Filming Guidelines and Code of Practice”.

CHAPTER 3

EXAMINATION OF FILMS

3.1 Applications for examination of films

- a) Every application for examination of a film under Section 105 of the Act shall be made in writing in the form set out in Appendix-B attached hereto. The application shall be accompanied by a fee as specified in Schedule-1 and other relevant documents as specified below:
 - i) A clean edited copy of the film, together with full credit titles and of the full text of the songs, if any, with reel number and other relevant particulars; and
 - ii) Where the film is an imported film, the originals and a certified copies each of the import licence and customs clearance papers:
 - 1) Provided that, where the film is in a language other than English or Dzongkha, the applicant shall also provide five typed or printed copies of the translation in English or Dzongkha of the synopsis of the film, five copies of the full text of the songs, if any, and five copies of the translation in English or Dzongkha of dialogues; and
 - 2) Provided further that, where the Authority is satisfied that the applicant is unable, for reasons beyond his control, to furnish the documents listed under sub-clause (ii) above or in the proviso above along with his application, it may direct that the said documents may be furnished within such period after the examination of the film as may be specified.
- b) The Authority shall, within seven (7) working days from the date of receipt of an application which complies with the requirements of clause 3.1 (a) above, appoint an examining panel, consisting of five members, to examine the film to which the application relates.

3.2 Procedure for examination of films

- a) The Authority shall notify the applicant of the date, time and place where the examination is proposed to take place, which date shall ordinarily be within seven (7) working days from the date of receipt of the application:
 - i) Provided that, where for exceptional reasons, to be recorded in writing, the Authority is unable to arrange the examination within the said period of fourteen (14) days, it shall arrange the examination within an extended period of thirty (30) days from the date of the application and no later.

- b) The Authority shall not disclose the names of the members of the examining panel to anyone, including the applicant. Two filmmakers along with one technician may be allowed to be present inside the cinema where the examination takes place. The Authority may also permit one or two members of the Authority's staff to remain present at the examination as may be necessary to aid and assist the examining panel in the discharge of their duties.
- c) The applicant shall ensure that the copy of film to be examined is in its final form, with all scenes, dialogues, songs, background music and special effects duly recorded on it.
- d) The quorum for the examining panel shall be five members.
- e) The examining panel shall, during their examination, have due regard to the criteria for the certification of films laid down under Section 108 of the Act and to any Regulations issued by the Ministry for this purpose, including any guidelines that may already be in existence at the time of coming into force of these Rules, either in their entirety or in such modified form as may be specified by the Authority.
- f) The Authority shall ordinarily deliver to each member of the examining panel, a copy each of the synopsis of the film and a statement showing the reel-wise length of the film at least forty eight (48) hours prior to the time set for the examination of the film:
 - i) Provided that, where any or all of these documents are not made available to the Authority by the applicant prior to the date set for the examination and where the Authority has either condoned any delay in their submission by the applicant or dispensed with the requirement of their submission under the second proviso to clause 3.1 (a) above, it shall not be bound by the terms of this Clause.
- g) Immediately after the examination of the film, each member of the examining panel shall, before leaving the premises where the examination is held, discuss their comments/ opinions with the filmmakers and record his opinion of the film in writing, including the reasons for such opinion, and shall state whether he considers that:
 - i) the film is suitable for unrestricted public exhibition, i.e. fit for the grant of a 'U' certificate; or
 - ii) the film is suitable for unrestricted public exhibition but with an endorsement that no child below the age of twelve years shall be allowed to view the film unless accompanied by an adult during the showing of the film, i.e. fit for the grant of a 'U' certificate with a 'PG' endorsement; or

- iii) the film is suitable for public exhibition restricted to adults, i.e. fit for the grant of an ‘A’ certificate; or
 - iv) the film is suitable for a ‘U’ certificate, with or without a ‘PG’ endorsement, or an ‘A’ certificate, as the case may be, provided that a specified portion or portions is or are excised, or provided that certain modifications are carried out; or
 - v) the film is not suitable for unrestricted or restricted public exhibition because the film or any part of it is likely to threaten the sovereignty, security, unity or integrity of Bhutan; or threaten the peace, stability and well-being of the nation; or threaten the friendly relations with foreign States; or incite the public, or any part of the public, to committing an offence; or disclose information received in regard to the affairs of the State or in discharge of official duties; or violate the rights and freedom of others, i.e. that certification be refused.
- h) Each of the statements, including recommendations, referred to clause 3.2 (g) above shall be duly signed and dated by the member making it, and forwarded to the Authority in a sealed envelope to be provided for this purpose by the Authority before the examination.

3.3 Power to exempt certain imported films from full examination

- a) Where it appears to the Authority that it is not necessary for an imported film which has already been certified by a competent body, either in the country of origin of the film or in any other country, to require it to undergo a full examination and certification under the procedure laid down in these Rules, it may, by order, exempt such film from the requirements of the said Rules at its discretion.
- b) Any exemption granted under clause 3.3 (a) above shall be on an application made in this behalf to the Authority by the distributor of the film or any other person seeking to have it publicly exhibited in Bhutan.
- c) As soon as any application referred to in clause 3.3 (b) above is received by the Authority, along with a clean copy of the film and the fee referred to in sub-clause 3.1 (a), the Authority shall examine the film and, if it is satisfied that the film is suitable for public exhibition (whether on a restricted or unrestricted basis), it shall issue an appropriate certificate in forms set out in the Appendixes-C, D and E hereto.
- d) The Authority may, for the purposes of granting exemptions under these Rules, maintain a list of foreign certifying authorities whose decisions on the suitability of public exhibition of films submitted to them for certification may be seen to offer useful guidance to the Authority. The said list may be revised from time to time at the Authority’s discretion.

- e) For the removal of doubts, it is hereby clarified that, where the Authority is of the opinion that any imported film in respect of which an exemption is sought under these Rules is not suitable for such exemption, notwithstanding that the film has been previously certified for public exhibition by a body outside Bhutan, it shall require the film to comply fully with the requirements of these Rules.

CHAPTER 4

LIST OF EXAMINERS

4.1 Constitution of examining panels

- a) The Authority shall constitute one or more examining panels for the purposes of examining films under Section 105 of the Act as and when necessary.
- b) Each examining panel shall consist of five (5) persons chosen from the list of examiners created and maintained by the Authority under Section 106 of the Act. For the purposes of creating the said list, the Authority shall invite members of the public who may be interested in, and qualified for, serving on examining panels.

The Authority shall prepare a fresh list every year. Those who may have had their names included in the list for a one (1) year term can be invited again for the next term. The Authority shall make every effort to ensure that the names on the list represent a fair balance in terms of gender, profession, occupation, ethnic backgrounds and geographic representation.

4.2 Remuneration and terms of service

- a) No salary shall be payable to members of the examining panels. However, every member shall be paid as specified in Schedule-1. An account of such payments paid shall be kept by the Authority.
- b) For the removal of doubts, it is hereby clarified that members of the examining panels shall not be entitled to any other allowances or payments nor shall they be treated as employees of the Government for the purposes of laws relating to employment.
- c) The term of office for the panel shall be as per Rules made in this behalf by the Authority.

4.3 Removal of names and filling of vacancies

- a) If any person whose name is included in the list created and maintained under Section 106 of the Act desires his name to be removed, he shall make an application to that effect to the Authority, and the Authority shall cause his name to be removed forthwith or with effect from such later date as may be specified in the application for removal.

Where the Authority considers it necessary to fill one or more vacancies arising from such applications or as a result of the death or long-term incapacitating illness of any person on the list, it may do so as per Clause 4.1 above.

- b) If examiners are assigned positions that are likely to have conflict of interest with the role of an Examiner, the Authority may reconstitute the examining panel through an executive order.
- c) The Authority may remove the name of any person on the list created and maintained under Section 106 of the Act if:
 - i) an examiner is not available for the task of film examination three times consecutively without providing any valid reasons;
 - ii) an examiner is convicted of any criminal offence which involves moral turpitude, or is debarred or disciplined by a professional body to which he belongs, or has, in the opinion of the Authority, ceased to be a fit and proper person to serve on an examining panel for films; and
 - iii) removal is necessary under any other rules or directives issued by the authority.

CHAPTER 5
CERTIFICATION OF FILMS

5.1 Certification of films

- a) The Authority shall, on receipt of the opinions and recommendations of the examining panel referred to in Clause 3.2 (g) above, proceed to consider them forthwith, and pass an appropriate order.

In granting or refusing a certificate, or in granting a certificate with an endorsement, the Authority shall ordinarily be bound by the recommendations of the examining panel, but where, in exceptional circumstances, it is of the opinion that the recommendations ought to be departed from, it shall state, in writing, the reasons for so departing, and furnish a copy of the reasons to the applicant.

- b) The Authority shall inform the applicant of its decision as soon as possible and in any case no later than seven (7) working days from the date on which the examination of the film took place. Where it decides to grant a certificate, with or without endorsement, a copy of the certificate shall be appended to the decision:
- i) Provided, however that, where the Authority has required the applicant to submit any or all the documents referred to in the second proviso to Clause 3.1 (a) above after the examination of the film, it shall delay the issuing of the certificate until such time as the said documents have been submitted by the applicant.
- c) Where the Authority decides to grant a certificate, but on the condition that one or more excisions or modifications need to be made to the film, it shall inform the applicant accordingly and require him to carry out the excisions or modifications, as the case may be, within a specified time and re-submit the film for examination:
- i) Provided that, where an applicant has been required to remove a specified portion or portions from the film, the Authority shall also require him to surrender to it all such portion or portions before the film is re-submitted for examination.
- d) A certificate authorizing the public exhibition of a film shall be in one of the Forms set out in the Appendixes-C, D and E hereto, depending on whether the film is fit for unrestricted exhibition, unrestricted exhibition with a 'PG' endorsement, or exhibition restricted to adults only respectively, as the case may be.

- e) The certificate shall be signed for and on behalf of the Authority by the Director of the Authority, or by any such officer specifically nominated by the Director for this purpose
- f) The certificate shall only be issued upon depositing a final copy of the Film for which the certificate is granted by the Authority.

5.2 Re-examination of films

- a) Where, in compliance with an order under Clause 5.1 (c) above, an applicant has re-submitted a film for examination, the Authority shall have the film re-examined as soon as possible, and in any case no later than fourteen (14) days from the date of re-submission.
- b) All applications for re-examination shall be made in form set out in the Appendix-F hereto, and shall be accompanied by a fee as specified in Schedule 1.
- c) For the purposes of such re-examination, the Authority shall appoint a re-examining panel consisting of no fewer than three members of the original panel which examined the film.

The members of the re-examining panel shall view the re-submitted film on such date and time, and at such place, as may be determined by the Authority, and the costs of the re-examination shall be borne by the applicant.

- d) Each member of the panel re-examining the film shall, immediately after the re-examination and before leaving the premises on which the re-examination was carried out, make a report either:
 - i) expressing his satisfaction that the applicant has carried out all the excisions and/ or modifications stated in the Authority's order under Clause 5.1 (c) above; or
 - ii) stating that the applicant has not carried out such excisions and/ or modifications to his satisfaction, and shall forward the report to the Authority in a sealed envelope to be provided for this purpose by the Authority before the re-examination.
- e) Where the re-examining panel has expressed its satisfaction that the applicant has carried out all the excisions and/ or modifications required of him, the Authority shall, immediately on receipt of the reports stated in Clause 5.2 (d) above, issue the certificate recommended by the panel which originally examined the film, and forward it to the applicant within seven (7) working days of the date on which the re-examination was carried out:
 - i) Provided however that, where the Authority has required the applicant

to submit any or all the documents referred to in the second proviso to Clause 3.1 (a) above after the examination of the film, it shall delay the issuing of the certificate until such time as the said documents have been submitted by the applicant.

- f) Where the re-examining panel has reported that the applicant has failed to carry out all or any of the excisions and/ or modifications to its satisfaction, the Authority shall inform the applicant that it is unable to issue the certificate requested until such time as the excisions and/ or modifications recommended by the examining panel are carried out to the satisfaction of the Authority.

The applicant may, in that case, re-submit the film again after carrying out the excisions and/ or modifications required of him, and the Authority shall have it re-examined again. In doing so, it shall follow the same procedure as if the film was being submitted for re-examination for the first time.

5.3 Alteration of films after certification

- a) No film in respect of which a certificate has been issued shall be exhibited publicly, regardless of the size of the audience or the place of exhibition, without any alterations carried out to it by way of excision, addition, coloring, insertion of special effects or otherwise:
- i) Provided however that, reasonable wear and tear in the normal course of handling, transporting or projecting a film shall not be deemed to be an alteration for the purposes of these Rules; and
 - ii) Provided further that, a mere change in gauge shall also not be deemed as an alteration for the purposes of these Rule.
- b) Anyone who exhibits publicly, or assists in or abet the public exhibition, of a film that has been altered contrary to the terms of Clause 5.3 (a) above shall be dealt as per the Act.

5.4 Trailers

- a) Where the producer, owner, distributor or importer of a film publicly exhibits, or allows or assists in the public exhibition of a trailer of the film, it shall ensure that a copy of the Anyone who exhibits publicly, or assists in or abet the public exhibition of a film that has bee certificate granted to the film is displayed prominently at the beginning of the trailer.
- b) Anyone who publicly exhibits, or allows or assists in or abets the public exhibition of the trailer for a film in respect of which a certificate has not been granted, or where a certificate has been granted, without displaying the certificate, shall be guilty of an offence which shall be dealt as per Section 111 (2) of the Act.

- c) However, the Authority may grant exemption in cases where the producer, owner, distributor or the importer of the film needs to advertise or promote the film before the grant of the certificate in the form of posters, calendars, brochures and other similar publicity materials.

5.5 Duplicate copies of certificate

- a) Where any certificate issued under these Rules has been lost, mutilated or destroyed, the person to whom it was issued may apply in writing to the Authority for a duplicate copy of the certificate.
- b) Every application for a duplicate copy shall be made on Form set out in the Appendix-G hereto, and shall be accompanied by a fee as specified in Schedule 1.
- c) Every duplicate certificate issued under these Rules shall carry the legend 'Duplicate' on the face of the certificate.

5.6 Ownership transfer of approved films

- a) If a principal producer/ owner of an approved film desire to sell his film to a buyer, he shall be permitted to do so only after obtaining an ownership transfer certificate from the Authority.
- b) To obtain an ownership transfer certificate, the parties shall be required to submit an attested copy of the sale deed between the parties (buyer and seller) and other necessary documents as required by the Authority.
- c) The Authority shall issue the ownership transfer certificate (attached as Appendix-H) after reviewing all the submitted documents and upon payment of ownership transfer fee as given in Schedule-1 of these Rules.



BHUTAN INFOCOMM & MEDIA AUTHORITY
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APPENDIX-A: Film permit application form

Completed applications with full details, synopsis of the project, trade license and ID card copy should be submitted at least seven (7) working days in advance of the proposed filming activity for proper review and consideration.

Ref No:

Date:

The Director
 Bhutan InfoComm and Media Authority
 Thimphu,
 Bhutan

1. Type of Filming:

- Commercial Feature Film TV Series Student Film
 Music Video Documentary

Format: Still 16mm; 35mm; 70mm movie film Video Others

Budget: Nu.

2. Production Title:

3. Company:

Address:

Phone: (Fixed)..... (Mobile) Email:

4. Name of Director:

5. Crew and Vehicles:

Total No. of Cast and Crew (attach their names and nationality):	
Total No. of Unit Vehicles:	Total No. of Crew vehicles:
Proposed Locations for Vehicle Parking:	

6. Filming Description:

- Fx Gun Fire Fx Rain or Snow Car Stunt Fx Explosion
- Animals Tow Shot Loud Noise Helicopters/Aircraft
- Fx Fire Boats Road Control Public Notification

General Description of scene(s) to be filmed including all special effects and stunts (attach additional sheet if needed, i.e. amount/type of explosives, animals, aircraft, etc.):

.....

.....

.....

.....

7. Location Information:

Describe the site and how it will be used (attach additional sheet if needed):

.....

.....

Location#1: _____ FilmDates: _____ Times _____

Location#2: _____ FilmDates: _____ Times: _____

Location#3: _____ FilmDates: _____ Times: _____

Location#4: _____ FilmDates: _____ Times: _____

Location#5: _____ FilmDates: _____ Times: _____

(NB: For some specific locations, permission has to be obtained from concerned authorities)

Project Questions: (Requires further clearance from relevant agencies if any answer is “YES”)

	No	Yes
a) Will the filming occur between 10.00 pm and 7:00 am?	<input type="checkbox"/>	<input type="checkbox"/>
b) Will the Traffic on any public or private road be delayed for more then 3 minutes?	<input type="checkbox"/>	<input type="checkbox"/>
c) Is a residence located within 2000 M of any gunfire, explosions, aircraft, helicopters or other activities that create exceed levels normal for the area?	<input type="checkbox"/>	<input type="checkbox"/>
d) Will the production create light and glare exceeding that which is normal for the area?	<input type="checkbox"/>	<input type="checkbox"/>
e) Will dust be generated that will likely impact surrounding properties?	<input type="checkbox"/>	<input type="checkbox"/>
f) Will any wild or domestic animal be used in the project?	<input type="checkbox"/>	<input type="checkbox"/>
g) Will any hazardous materials be brought onto the site or used during the filming?	<input type="checkbox"/>	<input type="checkbox"/>

I/ We, hereby, certify and declare that the above information is correct to the best of my/ our knowledge, and if the filming permission is granted, I/ we shall abide by the Rules Governing Examination and Certification of Films and such other rules and the provisions of the Act.

I/ We undertake to make necessary modifications and changes and even redo the whole filming, if required by the Examiners.

I/ We also undertake not to include themes/contents which are against the “Filming Guidelines and Code of Practice”.

Further, I/We indemnify the Authority against any liability due to contravention of any rules, regulations and the laws of Bhutan by any member of the crew.

Name and Signature of the Applicant

Place:

Date:



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APPENDIX-A1: Film Permit

Ref No:

Date:

The Filming Team/ Company

“.....” is hereby granted permission to take films of the locations and on the subject as mentioned here under:

Type of Film:

Location:

.....

.....

Title/ Subject of the Film:

This permit is granted based on the undertaking provided in the application form that the filming team/company will strictly comply with the Rules Governing Examination and Certification of Films and such other rules including the Filming Guidelines and Code of Practice, and the provision of the Bhutan Information Communications and Media Act 2006.

Signature
Director



BHUTAN INFOCOMM & MEDIA AUTHORITY

Royal Government of Bhutan

APPENDIX-B:



Form of application for certification for public exhibition of film

Ref No:

Date:

The Director
Bhutan InfoComm and Media Authority
Thimphu
Bhutan

A. Personal Details

1. Name of the applicant:

2. Address:

Phone No: (Fixed) (Mobile)..... Email:

3. In relation to the film for which a certificate is sought, is the applicant [tick as appropriate];

(a) the producer; (b) the owner; (c) the importer; (d) any other person

If any other person, state your relationship to the producer/ owner/ importer and the reasons for your making the application:

.....

4. Name and Address of the Producer:

Phone No: (Fixed) (Mobile)..... Email:

5. Name and Address of the Director:

Phone No: (Fixed) (Mobile)..... Email:

6. Name and Address of the Laboratory where film was processed:

Phone No: (Fixed) (Mobile)..... Email:

B. Details of the film and technical specifications

7. Name of the film:

8. (a) Language of the film:

(b) Does the film contain dialogues/songs in any other language? [delete as appropriate]

Yes/ No

If so, give details:
.....
.....

9. Does it have any sub-titles: Yes/No. [delete as appropriate]

If 'yes', in what language:

10. Length of the film:

11. No. of reels:

12. Gauge of the film:

13. Type of film:

14. Format of the film:

15. Whether the film is a silent film: Yes/No [delete as appropriate]

16. Is the film in: Colour/ Black & White [delete as appropriate]

17. a) Is the film a dubbed version or a re-make of another film? If so, give full details, including the name and language of the original film:

b) Did the original film possess a certificate for public exhibition? If so, give full details, including the issuing authority and type of certificate:

.....
.....

18. How many prints of the film are in existence: Negative: Positive:

19. How many prints of the film are in the applicant's possession:
Negative:..... Positive:.....

Imported films

20. If the film is an imported film, what is the country of origin:

21. Name and address of the company which originally produced the film:
.....
Phone No: (Fixed) (Mobile)..... Email:

22. Is the film a dubbed version or a re-make of another film? If so, give details:
.....
.....

23. Does the film possess a certificate for public exhibition in its country of origin?
If so, give details, including the issuing authority and type of certificate:

24. a) Has any previous application been made in Bhutan for a certificate for public exhibition in respect of this film? Yes/No [delete as appropriate]

b) If 'yes':

i. to whom and when:

ii. if a certificate was granted, what type: Certificate No.....

iii. if a certificate was refused, why:

25. a) Has the exhibition of the film ever been suspended or any certificate issued previously cancelled by any authority in any country?

Yes/No/Not Applicable [delete as appropriate]

If 'yes', give full particulars of the suspension/cancellation, including dates:
.....
.....

Declaration and undertaking

I hereby declare that the statements made and information given above are true and complete to the best of my knowledge and belief. I undertake to inform the Bhutan InfoComm and Media Authority immediately if there occurs any change to the information given above between the signing of this declaration and the grant of a certificate by the Authority.

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 my certificate.

I am enclosing the following herewith [tick as appropriate]:

- a) fee of Nu..... by Cash/Cheque/Demand Draft No.
Dt
- b) clean copy of the film, together with full credit titles and of the full text of the songs,
if any, with reel number and other relevant particulars;
- c) one copy of the synopsis of the film;
- d) one copy of the complete shooting script;
- e) one copy of a statement showing the reel-wise length of the film;
- f) the originals and a certified copies each of the import licence and customs clearance papers [applicable to imported films only].

I am not able to enclose the following documents:

for the following reasons:.....

Signature of the Applicant

Date



BHUTAN INFOCOMM & MEDIA AUTHORITY
Royal Government of Bhutan



APPENDIX-C:
Certificate for unrestricted public exhibition of a film

Ref No:

Date:

Certificate No. of

This is to certify that the following film has been passed for unrestricted public exhibition within the Kingdom of Bhutan:

U

Name of the Film:

Gauge: Length: No. of Reels:

Name of the Producer:

This certificate shall come into force on the day of
Two Thousand and, shall continue in force until it is revoked
or cancelled.

Issued at Thimphu on this the day ofTwo Thousand.....

Signature
Director



BHUTAN INFOCOMM & MEDIA AUTHORITY

Royal Government of Bhutan



APPENDIX-D:

Certificate for unrestricted (with parental guidance) public exhibition of a film

Ref No:

Date:

Certificate No.: of

This is to certify that the following film has been passed for unrestricted public exhibition within the Kingdom of Bhutan, but with an endorsement that this film shall only be allowed to be seen by a child under the age of 12 years if that child is accompanied by an adult during the showing of the film:

U (PG)

Name of the Film:

Gauge: Length: No. of Reels:

Name of the Producer:

This certificate shall come into force on the..... day of
Two Thousand and shall continue in force until it is revoked or cancelled.

Issued at Thimphu on this the day of Two Thousand

Signature
Director



BHUTAN INFOCOMM & MEDIA AUTHORITY
Royal Government of Bhutan



APPENDIX-E:
Certificate for restricted public exhibition of a film

Ref No:

Date:

Certificate No.: of

This is to certify that the following film has been passed for public exhibition within the Kingdom of Bhutan restricted to adults only:

A

Name of the Film:

Gauge: Length: No. of Reels:

Name of the Producer:

This Certificate shall come into force on theday ofTwo Thousand and, shall continue in force until it is revoked or cancelled.

Issued at Thimphu on this the day of Two Thousand.....

Signature
Director



BHUTAN INFOCOMM & MEDIA AUTHORITY
Royal Government of Bhutan



APPENDIX-F:

Form of application for re-examination of a film

Ref No:

Date:.....

The Director
 Bhutan InfoComm and Media Authority
 Thimphu
 Bhutan

A. Personal Details

1. Name of the applicant:

2. Address:

Phone No: (Fixed)(Mobile).....Email:

3. In relation to the film for which a certificate is sought, is the applicant [tick as appropriate];

- (a) the producer; (b) the owner; (c) the importer; (d) any other person

If any other person, state your relationship to the producer/ owner/ importer and the reasons for your making the application:

4. Name and Address of the Producer:

Phone No: (Fixed) (Mobile)..... Email:

5. Name and Address of the Director:

Phone No: (Fixed) (Mobile)..... Email:

6. Name and Address of the Laboratory where film was processed:

Phone No: (Fixed) (Mobile)..... Email:

Details of previous application(s) for certification

- 7. Date/s on which a previous application/s was made for certification of the film:.....
.....
- 8. Date/s on which the film was previously examined:
.....
- 9. Details of excisions/modifications ordered by the Authority:
.....
.....

Declaration and undertaking

I hereby declare that the statements made and information given above are true and complete to the best of my knowledge and belief.

I undertake to inform the Bhutan InfoComm and Media Authority immediately if there occurs any change to the information given above between the signing of this declaration and the grant of a certificate by the Authority.

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 my certificate.

I am enclosing the following herewith [tick as appropriate]:

- a. a fee ofby Cash /or Cheque or Demand Draft No.....
dt.
- b. a clean copy of the film, with all the excisions/modifications ordered by the Authority vide its Order dated carried out, together with full credit titles and of the full text of the songs, if any, with reel number and other relevant particulars.

I have already submitted the following documents along with my original application for a certificate for the film made on [insert date]:

- a. one copy of the synopsis of the film;
- b. one copy of the complete shooting script;

- c. one copy of a statement showing the reel-wise length of the film;
- d. the originals and a certified copies each of the import licence and customs clearance papers [applicable to imported films only].

I am not able to enclose the following documents:

for the following reasons:

.....
.....
.....
.....
.....
.....
.....

Signature of the Applicant

Date



BHUTAN INFOCOMM & MEDIA AUTHORITY
Royal Government of Bhutan



APPENDIX-G:

Form of application for a duplicate certificate

Ref No:

Date:.....

The Director
Bhutan InfoComm and Media Authority
Thimphu
Bhutan

A. Personal Details

1. Name of the applicant:

2. Address:

Phone No: (Fixed) (Mobile)..... Email:

3. In relation to the film for which a certificate is sought, is the applicant [tick as appropriate];

- (a) the producer; (b) the owner; (c) the importer; (d) any other person

If any other person, state your relationship to the producer/ owner/ importer and the reasons for your making the application:

.....

4. Name and Address of the Producer:

.....

Phone No: (Fixed) (Mobile) Email:

B. Details of the film and certificate

5. Name of the film:

6. Language of the film:

7. Date on which the original certificate was issued:

8. The no. of the original certificate:

9. Reasons for seeking a duplicate certificate (tick as appropriate):

- a. Original certificate is lost;
- b. Original certificate is destroyed/ mutilated;
- c. Others

If 'Others', give full details:

.....

.....

.....

Declaration and undertaking

I hereby declare that the statements made and information given above are true and complete to the best of my knowledge and belief. I undertake to inform the Bhutan InfoComm and Media Authority immediately if there occurs any change to the information given above between the signing of this declaration and the grant of a duplicate certificate by the Authority.

I undertake that, in the event of the original certificate being found (where it has been lost), I shall surrender it to the Authority as soon as it is found.

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 my duplicate certificate.

I am enclosing the following herewith [tick as appropriate]:

- a) a fee of Nu.....by Cash/Cheque/Demand Draft No.
dt.

Signature of the Applicant

Date



BHUTAN INFOCOMM & MEDIA AUTHORITY
Royal Government of Bhutan



APPENDIX-H:
Film ownership transfer certificate

Ref No:

Date:.....

Certificate No. of

The Ownership of the film..... produced by the
..... and approved by the Film Review
Panel on (dd/mm/yy) under category is
hereby transferred to on (dd/mm/yy)
for public exhibition in Bhutan.

Issuing Authority

SCHEDULE-1: Fees*

Sl	Fees Structure	Amount (Nu.)	Payable To
1	Film Permit Fee	1,000.00	BICMA
2	Film Examination Fee	5,000.00	Review Board Members (5 Members)
3	Film Re-Examination Fee (re-examination owing to technical problems with the film preventing full review)	5,000.00	Review Board Members (5 Members)
4	Film Re-examination Fee	1,500.00	Review Board Members (3 Members/ BICMA)
5	Fees for Duplicate Certificate	500.00	BICMA
6	Fees for Ownership Transfer Certificate	1,000.00	BICMA

* Payable by the film producer