

**No. Cir/13/2021-22/NPCS**  
**GOVERNMENT OF INDIA**  
**OFFICE OF REGISTRAR OF NEWSPAPERS FOR INDIA**  
**(MINISTRY OF INFORMATION & BROADCASTING)**  
9<sup>TH</sup> FLOOR, SOOCHNA BHAWAN, CGO COMPLEX  
LODHI ROAD, NEW DELHI – 110003

Dated: 22.12.2022

To,

**All Additional Director Generals (Regions)**

Press Information Bureau &  
Central Bureau of Communication

**Sub: Circulation Verification as per new SOP dated 14.10.2022**

As you are aware, the new SOP for Circulation Verification which has come into effect from 14<sup>th</sup> October, 2022 stipulates various timelines for the completion of Circulation Verification exercise. This necessarily eliminates any need of issuance of 'under process certificate' to any publisher.

In this regard, it is further clarified that the publishers have to file their CV application at least 60 days before the expiry of their previous certificate and the RNI team has to complete the exercise mandatorily within 45 days from the date of receipt of the application complete in all respects.

In view of the above, it is decided that no PIB office will issue an 'under process certificate' to any publisher w.e.f. 1<sup>st</sup> January, 2023 except under extraordinarily compelling situations (with reasons to be recorded on file). The CBC Headquarters is hereby informed accordingly for needful action.

This issues with the approval of Press Registrar



(Hitesh Rawat)

**Assistant Press Registrar**

Copy to:-

- (1) Principal Director General, PIB, New Delhi
- (2) Director General, Central Bureau of Communication, New Delhi
- (3) All DGs (Zone)