

Prasara Bharati
Regional News Unit
All India Radio, Hyderabad

F No Hyd 10(3)/RNU/GA/2019

Dated 9th October 2019

Extension of Date for Submission of Applications - PTC Empanelment

The last date for submission of applications for PTC Empanelment, for RNU, All India Radio, Hyderabad is **extended to 31st October 2019 (Thursday).**



Deputy Director (News) & RNU Head

**PRASAR BHARATI
NEWS SERVICES DIVISION
ALL INDIA RADIO : NEW DELHI**

No RNU/PTC Guidelines/Modification/2017

Dated:19.07.2017

**SCHEME FOR ENGAGEMENT OF
PART-TIME CORRESPONDENTS (PTCs) FOR PRASAR BHARATI
(With Amendments as on 19th July, 2017)
(ALL INDIA RADIO))
(applicable from July 2017)**

(This circular incorporates and replaces all existing circulars on this subject)

I. QUALITIFICATIONS:

(a) ESSENTIAL:

- (i) PG Diploma/Degree in Journalism/Mass Media or Graduate with minimum two years journalistic experience*
- (ii) Age limit : 24 to 45 years.(age as on the last day of advertisement)
- (iii) Should reside at the district headquarters or within a radius of 10 kms from the district HQs/Municipal limit in the district for which he/she is being engaged.

* Journalistic experience to be desirable for candidates in difficult and border areas like North-Eastern States, Jammu & Kashmir, Andaman & Nicobar Islands, Lakshadweep, Dadra & Nagar Haveli, Daman, Diu and Kutch.

(b) DESIRABLE:

- (i) Knowledge of computers & word processing.
- (ii) Possession of news gathering devices
- (iii) Experience of coverage for electronic media.

II. ENGAGEMENT PROCEDURE:

- (a) Engagement of Part-Time Correspondents (PTCs) on contractual retainer ship basis will be done by the Capital AIR Station after the vacant positions are advertised in the form of announcement over the radio/Doordarshan and published in the Employment News/newspapers in the region. Applications are to be addressed to the Station Director of the concerned AIR Station who would be responsible for the process of conducting the selection. In case the number of applicants is less than three for any district, it has to be readvertised at least once more. However, if the number of applicants

is less than three after the second advertisement also, the committee may take a decision whether to recommend the candidate applying for PTC position or re-advertise the requirement.

- (b) The persons already in government service, Central/State Government/ Administration of the Union Territory or in any Public Service Undertaking (PSU) and member of any political party will not be considered for engagement as PTC. On selection as PTC, the selected person will be required to give an affidavit to this effect that he/she is not in a regular and or full time government job or is not member of any political party.
- (c) The selection process will involve an interview. Candidates on the basis of qualifications, professional experience, knowledge about district & state, current affairs, awareness of welfare schemes, acquaintance with Radio news, journalistic aptitude, writing skills, familiarisation with communication technologies etc. Minutes alongwith a panel of suitable names in the order of merit for each district will be sent to the News Services Division, out of which the Director General (News) will make the final selection. The minutes should contain remarks about their qualifications, experience and other points about their suitability. The panel recommended by the Selection Committee would be valid for a period of two years from the date of interview.
- (d) The Selection Committee would comprise the following:
 - i) A nominee of DG (News), AIR - Chairperson (in the rank of ADG/Director/Jt. Director)
 - ii) Station Director/Head of Office of concerned AIR Station - Member
 - iii) RNU Head of concerned AIR Station - Member
 - iv) Regional News Head of Doordarshan Kendra- Member
 - v) Head of Programme in case Head of Office is other than SD AIR - Member
 - vi) An outside expert eminently involved in the field of Journalism to be nominated by DG(News) from a panel of names proposed by RNU Head - Member

The outside expert may be paid as per the extant norms.

III. CONTRACT PERIOD:

- (i) On initial engagement of a Part-Time Correspondent, his/her work performance would be monitored for three months. During the first three months, the contract will be renewed on a monthly basis. If his/her work is found to be satisfactory during this period, he/she may be offered renewable yearly contract till attainment of 60 years of age. The certificate for satisfactory performance should be issued by the RNU head.
- (ii) The initial contract after the completion of initial three months, will be upto 31st March of that financial year. Subsequent renewals will be for the financial year i.e. from 1st April to 31st March till completion of 60 years of age. The contract will end in the very month PTC attains the age of 60 yrs. Every renewal of contracts will be subject to the recommendation of the RNU head.
 - a. The work of newly engaged Part-Time Correspondents, would be monitored for three months during which period they will be continued on monthly contracts and if their performance is found satisfactory during this period they will be offered renewable yearly contracts till completion of 60 years of age, by the Station Director. The first contract after the completion of three months, will be upto 31st March of that financial year and subsequent renewals will be for the financial year for all PTCs (April to March). All renewal of contracts will be subject to satisfactory performance during earlier contract periods.
 - b. Before issuing the engagement letter to the newly selected PTCs, concerned Station Director, AIR would ensure the compliance of following conditions:
 - (i) Verification of date of birth with authentic documents.
 - (ii) Verification of their qualifications with original certificates.
 - (iii) Even before an initial engagement on monthly basis, the character and antecedents may be got verified from the District Authorities. Alternatively an affidavit may be taken from the candidate in relation to his criminal record before his appointment on a monthly contract and his/her antecedents

and character be got verified from the concerned district authorities before expiry of three months.

(iv) Medical examination is essential.

(v) To ensure that the candidate is not member of a political and partial party, if necessary, an affidavit will have to be taken from the candidate or verification done otherwise.

(c) Identity Cards will be issued to every PTC to establish the fact that they represent AIR and they will be required to give the following undertaking to the Station - *'Issuing of this Identity Card does not confer in any way any right to me for employment (permanent or temporary)'*. The ID cards shall be issued by the Station Director as soon as PTC is engaged and will be renewed alongwith the contract.

(d) The contract with PTC can be terminated as follows:-

(i) By Prasar Bharati and their officers having proper authority (concerned Station Director/Head of Office) at any time without assigning any reason by giving one calendar month's notice in writing or by giving one calendar month's retainer ship remuneration. The notice herein provided by the Prasar Bharati would be deemed to have been served on the PTC if the same is delivered to him/her personally or sent to him/her by registered post/email or left at his/her known residential address.

(ii) By the PTC by giving one calendar month's notice in writing.

(iii) The contract of the PTC can also be terminated if

- No story is received from him/her for a continuous period of two months without giving any acceptable reason.
- Continuous poor performance, quantitative or qualitative.
- Working in violation of the provisions of the PTC Scheme/Contract.

(iv) Approval of DG (News) AIR shall be required for premature termination of contract. DG (News)'s decision will be final and binding.

(v) PTC whose contract has been terminated shall not be eligible to apply again.

IV. REMUNERATION:

- (a) The PTCs will be paid retainership remuneration as approved by Prasar Bharati time to time, subject to satisfactory rendering of services to be certified by RNU Head of the AIR Station having administrative responsibility of those PTCs. RNU Head may however while certifying, take into consideration performance of the PTC at other RNUs in the State and, NSD also. They will also be paid for communication and conveyance charges as approved by Prasar Bharati from time to time. Communication charges include expenses for telephone, internet, fax, etc incurred in connection with news work.
- (b) The PTCs may be paid the communication and conveyance charges if his/her performance is found satisfactory for release of his/her monthly remuneration. No separate bill/certificate from PTC may be required in this regard.
- (c) Whenever the PTCs are called to the HQs by the RNU/NSD for workshop/ meeting/ news work, they will be reimbursed second class/sleeper railway fare or bus fare.
- (d) AIR stations will be responsible for making timely payment of remuneration and other charges to PTCs engaged, from within Station/RNU budget allocation.

V. WORK REQUIREMENT:

- a) The PTCs will be under professional and administrative supervision of the RNUs of AIR in the State. They are required to report for Regional News Units of AIR in their State/UT, besides News Services Division in Delhi, on news events taking place in their districts.
- b) The PTC shall be required to file a minimum number of 20 news reports to AIR RNUs in the concerned state/UT in a month, However, it is desirable to file more stories in a month depending on the newsfall. Important and relevant stories of national importance may also be filed to NSD through RNU. PTC's jurisdiction is the district for which he/she is engaged. No payment shall be made if the number of news reports filed to the RNUs are less than 20. Filing lesser number of news reports then the minimum due shall also adversely affect the assessment report for renewal of contract.
- c) The reporting must be objective, authentic, balanced and impartial. The stories should be crisp and well drafted. PTCs should follow the

radio style of writing and broadcast code of AIR. Important stories filed by the PTCs to RNUs/NSD shall be supported with voice-dispatches/sound bytes to add value to the news reports. While covering elections, the code of conduct for coverage of elections, guidelines issued by AIR for election coverage and DO's & Dont's for election coverage should be strictly adhered to. Important stories filed by the PTCs to RNUs/NSD shall be supported with voice-dispatches/sound bytes to add value to the news reports. Due weightage, as decided from time to time, will be given if the story is used NSD or audio inputs and visual content for Social media.

- d) Filing of stories should be a continuous process throughout the month and not in bulk anytime.
- e) There should be a process of continuous interaction and integration between PTCs and RNUs. PTCs should keep the RNU informed about the news happenings in their districts and file news report to RNUs, immediately after the incident/event. They should keep the concerned RNU informed whenever they go out of their district, so that RNU can plan for the news coverage from that district accordingly. RNUs should also provide professional guidance to PTCs in drafting and presenting news reports for regional and national bulletins.
- f) PTCs should keep the RNUs apprised of their professional and administrative problems. RNU should make all possible efforts to solve the problems affecting the news work. RNUs and Stations must ensure that payments of remuneration and other charges are made regularly to PTCs and in time. If some issues are not resolved at the level of RNUs, PTCs may approach NSD. A National Coordination Committee headed by Additional Director General (Regional News Units) at NSD Hqs Delhi, has been set up as the institutional mechanism for addressing PTCs' grievances.
- g) PTCs should contribute to preparing District News Letter (DNL) for regional news broadcast as per the directions given by the RNU. DNL must have sufficient sound input. Separate payment will be admissible for DNL as per the rate approved by DG:AIR.
- h) PTCs should also contribute suitably to news features and other news-based programmes of RNUs and NSD HQs. Developmental and human interest stories/issues should also be covered in good number.
- i) The PTC shall be required to maintain absolute integrity and devotion to duty and shall refrain from indulging in activities unbecoming and contrary to his/her status and work. They must ensure that while doing news work or otherwise they do not present themselves in a manner that undermines the prestige and image of Prasar Bharati.

- j) The official Identity Cards bearing logo of AIR provided to PTCs are meant to facilitate news coverage. However, use of logo of AIR for any other purpose by the PTCs, on letterhead, personal visiting card, vehicle etc. is not permitted.
- k) RNUs may also make efforts to arrange access for PTCs for covering State Govt. functions, press meets etc, through State Accreditation or any other available mechanism. However, the State Accreditation card/ any other letter issued to PTCs should not be misused by PTCs for any other purpose except getting information.
- l) PTCs should not use their engagement as Prasar Bharati Part-Time Correspondent to approach Central Ministries or other higher authorities directly without approval of NSD for holding discussions/meetings on professional or engagement related matters.
- m) NSD organizes state-level orientation workshops for the benefit of PTCs and RNUs at regular intervals. The contents and methodology for these workshops have been evolved keeping in view the unique feature of NSD - the broadcast of news bulletins in regional languages. Since NSD is following a well thought-out pattern for the conduct of workshops, PTCs should not at their own level make efforts to hold such workshops on their own. Any deviation from this will be viewed adversely.
- n) Exemplary contribution of PTCs to regional and national news bulletins and news based programmes shall be suitably awarded.
- o) In respect of any matter for which no provision has been made in this scheme the decision of the Director General (News), All India Radio as to its applicability shall be final and binding.

VI: SPECIAL CIRCUMSTANCES

New Districts- IN case a new district is carved out from an old district, the PTC of the original district may be allocated the district in which his residential address falls.

Encl: Proforma for contract with PTCs, 3 pages.

Dileep Shukla

(Dileep Kumar Shukla)
Assistant Director (News)
for Director General (News)

1. Heads of all capital AIR Stations. (With a request to circulate revised scheme and proforma to all PTCs in their respective State.)
2. RNU Heads of all AIR Stations.

Copy to:

1. DG(News) Doordarshan, Copernicus Marg, New Delhi.
2. DDP (Policy), DG:AIR, Akashwani Bhavan, New Delhi.
3. Sh. S.N. Nautiyal, Asstt. Manager (Pers.) Prasar Bharati, PTI Building, New Delhi, with reference to his letter No. No.A-10/167/2007-PPC(Pt) dated 31.12.2010.
4. PS to DG (News), NSD:AIR.

Director (News)
Assistant Director (News)
Director (General)

PROFORMA OF CONTRACT FOR ENGAGEMENT OF
PART-TIME CORRESPONDENTS
(UNDER SCHEME FOR ENGAGEMENT OF PART-TIME CORRESPONDENTS (With
Amendments as on 12th July, 2017)
FOR PRASAR BHARATI APPLICABLE FROM ____ 2017)

ARTICLES OF AGREEMENT MADE THIS _____ DAY OF
_____ 20____ between Mr./Ms.
_____ (herein called Part-Time Correspondent)
on the one part and the Prasar Bharati (Broadcasting Corporation of
India)) (herein called the Station Director) on the other part.

Whereas the Prasar Bharati have engaged the PTC and the PTC has agreed to render such services as shall from time to time be required of him/her by Prasar Bharati on the Terms and Conditions hereinafter contained.

Now it is hereby declared by and between the parties as follows:

1. The PTC shall submit himself/herself to the orders of Prasar Bharati and of the officers and authorities under whom he/she may from time to time be placed by Prasar Bharati and shall render the services required of him/her for the terms of contract.
2. This contract will be enforced w.e.f. _____ and for a period of _____ from the aforesaid date unless renewed by Station Director, All India Radio, _____ for the period specified in his/her letter.
3. The remuneration of the Part-Time Correspondent will be as under:-
 - (i) The PTC engaged as a retainer will report for the Regional News Units of AIR, under whose jurisdiction the district he/she is positioned, comes besides News Services Division, AIR headquarters in Delhi.
 - (ii) In his/her capacity as retainer of Prasar Bharati for filing news, he/she will be entitled to a remuneration @ Rs.3000 per month subject to satisfactory rendering of service to be certified by RNU Head, All India Radio. They will also be paid Rs. 750 per month as communication charges (covering expenses on telephone, fax, broadband, postage etc. incurred in connection with news work) and Rs.500 per month as conveyance charges. No amount will however be admissible if the number of news reports filed by the PTC to AIR is less than 20 in any given month.
 - (iii) Whenever PTCs are called to the HQs by the RNU/NSD for workshop/meeting/ news work, they will be reimbursed second class/sleeper railway fare or bus fare.

any time without assigning any reason by giving one calendar month's notice in writing or by giving one calendar month's remuneration. The notice herein provided by the Prasar Bharati would be deemed to have been served on the PTC if the same is delivered to him/her personally or sent to him/her by registered post or left at his/her known residential address.

- (ii) By the PTC by giving one calendar month's notice in writing.
 - (iii) The contract of the PTC can also be terminated if
 - No story is received from him/her for a continuous period of two months without giving any acceptable reason.
 - Continuous poor performance, quantitative or qualitative.
 - Working in violation of the provisions of the PTC Scheme/Contract.
 - (iv) Approval of DG(News) will be required for premature termination of contract. DG(News)'s decision will be final and binding.
5. The PTC shall at all times obey the orders/rules, as may be prescribed for him/her from time to time, and shall whenever required proceed to any part of his/her operation/assignment, decided/ determined by the Prasar Bharati as the case may be, and there render such services as may be assigned to him/her.
6. The PTC will be required to maintain absolute integrity and devotion to duty and shall refrain from indulging in activities unbecoming and contrary to his/her status and duties while under this agreement and he/she will not misuse AIR logo or name for personal ends.
7. The PTC shall be responsible for the veracity, correctness and freshness of the news/news story filed by him/her and will himself/herself be responsible for any infringement of copyright of the story/news items so filed. The stories should be objective, authentic, balanced and impartial and shall follow the AIR broadcast code. Important stories shall be supported with voice-dispatches/sound bytes.
8. The copyright for the items of news/news stories/news material filed by the PTC shall vest in him/her, subject to the exception that the Prasar Bharati shall be entitled, without any additional payment other than the remuneration payable under this contract, to use the material supplied by him/her for broadcasting and other connected purposes of All India Radio during as well as subsequent to the period of his/her engagement under this agreement. Further, the Prasar Bharati shall

also be entitled, without any additional payment other than the monthly remuneration payable under this agreement to:

- (i) Permit any broadcasting organisation to relay such work;
- (ii) Publish such work, or its translation in any language and
- (iii) Name, distribute and permit an individual or organisation to make, or distribute mechanical reproduction thereof.

9. The PTC shall warrant that the news/news material filed by him/her under the terms of this agreement are original, filed promptly without any loss of time and that they are in no way whatsoever, a violation of any existing copyright and they contain nothing objectionable or indecent or libellous or slanderous or unlawful.
10. The PTC shall be responsible to keep Prasar Bharati and All India Radio and its officials, at all times, indemnified in respect of consequences following any breach of the warranties and undertakings made hereby and in respect of all actions, proceedings, claims, demands and expenses whatsoever which may be brought against, or incurred by them, in consequence of any breach of any such warranties or undertakings, or on the ground that any such work, as aforesaid, is an infringement of any right of any other person, or is libellous or slanderous or controversial or otherwise in any way arising out of the exercise of the rights hereby granted.
11. In respect of any matter, for which no provision has been made in this agreement or latest Scheme for engagement of Prasar Bharati PTCs, the decision of the Prasar Bharati/Director General (News) AIR as to its applicability shall be final and binding.

In witness whereof, the said PTC and Station Director, All India Radio, _____ on behalf of Prasar Bharati have hereinto set their hands on the day and year, first above written.

Signed by _____

Signed by _____

The said PTC in the presence of the _____

The said staff for

_____ presence of

on behalf of Prasar Bharati in the

_____ witness to the signature of the PTC Prasar Bharati

_____ witness to the signature on behalf of



प्रसार भारती /Prasar Bharati
(भारत का लोक सेवा प्रसारक/India's Public Service Broadcaster)

क्षेत्रीय समाचार एकक/Regional News Unit

आकाशवाणी :: हैदराबाद /All India Radio :: Hyderabad-500004

Phone : 29704285 / 23234282

ई-मेल/E-mail : aoairhyd@yahoo.com



ఆకాశవాణి, హైదరాబాదు కేంద్రం, తెలంగాణ రాష్ట్రంలో దిగువ పేర్కొన్న జిల్లాల్లో పార్ట్ టైమ్ కరస్పాండెంట్ (PTC)ల నియామకం కోసం దరఖాస్తులు ఆహ్వానిస్తోంది.

1. భద్రాద్రి కొత్తగూడెం
2. జగిత్యాల
3. జనగామ
4. జయశంకర్ భూపాలపల్లి
5. జోగులాంబ గద్వాల
6. కొమరం భీం ఆసిఫాబాద్
7. మహబూబాబాద్
8. మహబూబ్ నగర్
9. మంచినాటిపాటి
10. మెదక్
11. ములుగు
12. నాగర్ కర్నూల్
13. నారాయణ్ పేట్
14. నిర్మల్
15. నిజామాబాద్
16. పెద్దపల్లి
17. రాజన్న సిరిసిల్ల
18. రంగారెడ్డి
19. సంగారెడ్డి
20. సిద్దిపేట
21. సూర్యాపేట
22. వికారాబాద్
23. వనపర్తి
24. వరంగల్ (రూరల్)
25. యాదాద్రి భువనగిరి.

అభ్యర్థులు జర్నలిజం/మాస్ మీడియాలో పిజి డిప్లమా/డిగ్రీ కలిగి వుండాలి లేదా గ్రాడ్యుయేట్ అయి పాత్రికేయ వృత్తిలో కనీసం రెండు సంవత్సరాల అనుభవం కలిగి వుండాలి. 24 - 45 సంవత్సరాల మధ్య వయస్కులై వుండాలి. జిల్లా కేంద్రం లేదా సంబంధిత జిల్లా మున్సిపాలిటీలో 10 కి.మీ. పరిధిలో నివసించాలి.

పూర్తి వివరాలను, దరఖాస్తు ఫారాన్ని NSD వెబ్ సైట్ : www.newsonair.com లో పొందవచ్చు. పూర్తి చేసిన దరఖాస్తుకు స్వయం ధృవీకృత సర్టిఫికేట్ కాపీలు, రెండు పాస్ పోర్ట్ ఫోటోలను జోడించి డిప్యూటీ డైరెక్టర్ జనరల్ (P), ఆకాశవాణి, సైఫాబాద్, హైదరాబాదు - 500 004 చిరునామాకు పంపాలి. ప్రకటన ప్రచురించిన తేదీ నుండి 20 రోజులలోగా అందేలా దరఖాస్తులు పంపాలి.

APPLICATION FORM

**FOR ENGAGEMENT AS PART TIME CORRESPONDENTS ie (PTCs)
OF ALL INDIA RADIO (NEWS) HYDERABAD (For Districts of Telangana only)**

LAST DATE for receiving duly filled forms – 9th October 2019 (Wednesday)

(Fill all details in black and in CAPITALS only)

Name of District Applying for as PTC		
Affix Recent Passport Size Colour Photograph (against white background)		Paste here and sign across
1	Name of Applicant (as per Official records)	
2	Father's name	
3	Sex (Male/Female/Other)	
4	Date of Birth (DD/MM/YYYY)	
5	Age (in Years & Months)	
6	Permanent Address including Pin Code	

7	Present Address including Pin Code	
8	Is the present address within 10 Kms of District Headquarters?	
9	Contact Details Mobile No. Alternate Mobile No. Email ID Alternate Email ID	
10.	Education Qualifications (from 12th Standard Onwards)	
	Qualification	Board/University
		% of Marks
11.	Work Experience	
	Name of Organization	Nature of Job
		Period
12	Knowledge of Computers, Typing (English & Telugu) (Yes/No)	

13	Do you Have Smart Phone with Internet Connection/ Tablet/ Laptop etc ? (If Yes, mention type)	
14	Do you have Video camera for Television coverage ? (If yes, make and model)	
Self Certification		
<p>It is certified that the above information/details given are true to my knowledge. I have read the guidelines of PTC engagement and I am aware that if any of the above details given are found to be false/untrue, my candidature will be cancelled without notice. I am also aware that mere selection for PTC engagement procedure does not entitle me to seek permanent employment with Prasar Bharati (All India Radio). Further, in the event that I am selected as PTC, I shall follow all the guidelines laid down as such. I am also aware that in case wherein I have not adhered to the guidelines as per the terms of contract or my actions/behavior is against the interests of the Organization, my engagement/contract as PTC shall be terminated without prior notice.</p>		
Date		Signature
Place		
ENCLOSURES		
Pls Tick	Documents to be Submitted (Self attested Copy)	
	Identity Card with Date of Birth (Adhaar Card/ PAN Card/ Passport/Voter ID Card/Valid permanent Driving License)	
	Proof of Present Address (Adhaar Card/ Passport/Voter ID Card)	
	Copies of Certificates as mentioned under Qualifications/Graduation	
	Copies of Experience Certificates, By line stories etc regarding Journalistic Work Experience of at least 2 years	
