

N-35018/28/2022-O/o ADS(CRS)

Government of India
Ministry of Information & Broadcasting
CRS Cell, Room-116, A Wing, Shastri Bhawan
New Delhi 110001

Dated: 29th June, 2025

NOTICE

Subject: Discrepancies during Submission of Community Radio Station (CRS)
Applications through Broadcast Seva Portal-reg

The Ministry of Information and Broadcasting (MIB) serves as the nodal authority for processing applications to establish Community Radio Stations (CRS). Applications must be submitted through the “Broadcast Seva” Portal. Eligible organizations intending to set up a CRS are hereby advised of the following:

1. Observed Discrepancies

a) Inaccuracies in Annexure-II (Self-Declaration)

Applicants are submitting incorrect details regarding their Governing Body Members (GBM), including discrepancies in phone numbers, email addresses, and permanent and present addresses.

b) Inconsistencies in the Registration Certificate

The names of GBM members listed in Annexure-II do not match those in the organization's Registration Certificate.

- If any changes have been made to the GBM (e.g., nomination or election), applicants must enclose the latest certified copy of the amended certificate as proof to substantiate changed GBM.
- The details of the same members must be furnished in Annexure-II and attached as part of the Member of Association (MoA) document.

c) Discrepancies in the Application Form – Sections 9.1, 9.2, and 9.4

Common errors related to CRS location and mapping details include:

- **Mismatch in Geo-Coordinates:** The latitude and longitude provided in Section 9.3 do not correspond with the CRS location address mentioned in Section 9.1.
- **Incorrect Mapping Details:** The map submitted in Section 9.4 does not accurately represent the proposed CRS location within the 10 km range but instead includes the entire district, which does not align with requirements.

d) Clarification on Requisite Documents – Section 8

Applicants must ensure the submission of accurate documents based on their category:

- **Educational Institutions:** (i) Recognition/ Affiliation Certificate, (ii) Registration Proof/ certificate of establishment of the Institute, (iii) Trust/ Society/ Section 8 company (Parent organization) under which the Educational Institute is registered.
- **NGO / Trust / Registered Society:** (i) Registration Proof/ Certificate under Societies Registration Act or any other act relevant for the purpose, (ii) Memorandum of Article of Association/ Deed of Trust
- **KVK / ICAR Institutions:** (i) Registration Proof/ Certification of ICAR- for Government, (ii) Registration Proof/ certificate of establishment of the KVK, (iii) Trust/ Society/ Section 8 company (Parent organization) under which the KVK is registered.

2. Advisory for Applicants

All aspiring applicants must ensure greater accuracy and attentiveness in their submissions to facilitate a streamlined review process. Compliance with the prescribed guidelines will help expedite the application approval process.



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To: Eligible Aspirant Organizations Applying for Setting-Up of CRS