འབྲུག་བདེ་དོན་བརྒྱུད་འཕེལ་དང་བང་བརྒྱུད་དབང་འཛིན།
བཅོ་གྲ་ཚོང་ལས་དང་ལཱ་གཡོག་སྡེབ་ཁག།

BHUTAN INFORMATION COMMUNICATION AND MEDIA AUTHORITY
MINISTRY OF INDUSTRY, COMMERCE AND EMPLOYMENT

BICMA/HR/ADM- 04/2026-2027/

11/8/2026

The details of Chief's vacancy announcement are as mentioned below:

Sl. No.	Position Title	Division/ Agency	Position Level	No. of Slots	Minimum Qualification
1.	Chief Information and Media Officer	Media and Content Division	P1A	1	Bachelor's Degree

Terms of Reference:

- Establish long and short term goals and set priorities for the division in fulfilling its mandates.
- Lead and supervise the activities of the division.
- Manage the division and enable the good working environment in a division.
- Mentor and facilitate capacity building of the division.
- Support the Management through professional recommendations in the field of media and films.
- Be sound in areas related to media and film.
- Be able to foster linkages and good relationships with various stakeholders.
- To Lead planning and implementation of the division's activities.
- Any other jobs assigned by the Supervisor.

Mandates of Division:

Licensing and Regulation of Printing Presses, Publication Houses, and Over-The-Top Media Platforms

- Issuance of license for printing press and enforcement of its terms and conditions which includes monitoring and inspection.
- Issuance of licence for newspaper/book/periodical publication house and enforcement of its terms and conditions which includes monitoring and inspection.
- Issuance of licence for Over-The-Top Media Platforms and enforcement of its terms and conditions which includes monitoring and inspection.

Content Management:

- Periodically review the content of the Licensees (FM Radio/TV Station/Print media).
- Set standards and guidelines related to media for issuance of accreditation cards.
- Develop and review the programme code including advertisement standards periodically.

Registration of Books:

- Issuance of registration number for books which are meant to be made available for sale or distribution in

Bhutan Film Promotion, Development, and Regulation:

- Provide necessary professional support to film production firms including training and capacity development.

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Human Resource Division

- Participate in international festivals to promote Bhutanese films, scripts for co-productions, and locations.
- Facilitate film sector in organizing film awards and festivals to recognize films of excellence and to promote film culture.
- Grant filming permits to both local and foreign productions as per the prescribed rules and regulations.
- Rate and certify both local and foreign films.
- Promote Co-production with International investors.
- Promote distributors in Films within and outside the country.
- Develop rules and regulations pertaining to the film industry.

Content monitoring and accreditation:

- Accredit and certify the Journalists.
- Regulate or curtail any harmful, offensive, illegal or antithetical content on the internet and other ICT and Media services, unless otherwise provided under specific provisions in this Act.
- Set standards and guidelines in accordance with the overall media related codes and standards set by Bhutan InfoComm and Media Authority.
- Hear the complaint and settle the dispute in relation to offences of content not amounting to criminal offences which are prescribed under the Rules and Regulations.
- Provide recommendations on matters affecting the media sectors.
- Ensure objective and fair treatment of any person by the media;
- Protect general public and more specifically vulnerable sections of the population such as children and young persons from undesirable influences of all Media services;

Human Resource Division
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