

Government of Odisha  
Department of Tourism & Culture  
(Tourism)

**NOTIFICATION**

No 6253 / TSM, Bhubaneswar, Dated 16.6 / 2017  
T.TSP-II(C)-30/2017

Sub: Operational Guidelines for incentive for Film Shooting within the State under Odisha Tourism Policy, 2016.

Government has notified the Odisha Tourism Policy 2016 vide Tourism Department Resolution No. 11487/ TSM, dtd. 24.11.2016. For incentive for Film Shooting within the State under Para 8.1.15 of Odisha Tourism Policy 2016, the Government has been pleased to issue the following Operational Guidelines.

  
Principal Secretary to Govt.

Memo No 6254 / TSM, Bhubaneswar, dtd 16.6.17

Copy forwarded to the OSD to the Chief Secretary/ PS to DC-cum-ACS/ PS to Principal Secretary, Finance Department/PS to Principal Secretary, Tourism/ PS to Director & Addl. Secretary, Tourism for kind information of Chief Secretary/ DC-cum-ACS/Principal Secretary, Finance/ Principal Secretary, Tourism/ Director & Addl. Secretary, Tourism.

  
Director & Addl. Secretary to Govt.

Memo No 6255 / TSM, Bhubaneswar, dtd 16.6.17

Copy forwarded to M.D OTDC/ all Officers/all Tourist Officers/all Sections of Tourism Department for information.

  
Director & Addl. Secretary to Govt.

Memo No 6256 / TSM, Bhubaneswar, dtd 16.6.17

Copy forwarded to Chairman/ President, HRAO/ TAAO/ OTOA/ IATO (Odisha Chapter) for information.

  
Director & Addl. Secretary to Govt.

Memo No 6257 / TSM, Bhubaneswar, dtd 16.6.17

Copy forwarded to the Computer Cell of Tourism Department for information and necessary action. They are requested to upload the Notification in Tourism Department website for general information.

  
Director & Addl. Secretary to Govt.

## OPERATIONAL GUIDELINES


### INCENTIVE FOR FILM SHOOTING WITHIN THE STATE UNDER TOURISM POLICY 2016

[See Para 8.1.15 of TOURISM POLICY-2016]

1. **Short Title:** - Operational guidelines for incentive for Film Shooting within the State under TOURISM POLICY 2016
2. **Extent:** - It shall extend to the whole of the State of Odisha.
3. **Commencement:** - It shall come into force prospectively from the date of issue of the operational guideline
4. **Terms and Expressions:** -Terms and expressions used in this operational guideline, but not specifically defined here, shall have the same meaning as in Tourism Policy, 2016.
5. **Policy Provisions:-**  
Para- 8.1.15 of Tourism Policy, 2016  
To encourage shooting of feature films in important tourist locations and thereby highlighting different tourist destinations of the states, incentive will be allowed for shooting of feature film in the State of Odisha. As such 75% of the actual expenditure incurred on accommodation in hotels of Odisha during such shooting shall be reimbursed subject to a ceiling of 10 lakh. This incentive shall only be allowed to film which is approved by Central Board of Film Certification (CBFC).
6. **Eligibility:** -
  - Shooting of Feature Film inside the State
  - Film approved by the Central Board of Film Certification.
7. **Time frame for filing application:** - Application complete in all respect shall be submitted to Department of Tourism **within two months** from the date of release of the feature film.  
Application received late / incomplete in any respect shall be liable to be summarily rejected.
8. Special Single Window Clearance Committee – SSWCC shall be the competent authority to sanction incentive for film shooting.
10. The SSWCC shall go into merits of each case to decide whether the Film qualifies for such incentive under the frame work of Tourism Policy, 2016 and will determine the quantum admissible.

11. The SSWCC shall discharge all other functions as may be necessary and subservient to the sanction and disbursement of subsidy under this scheme and shall regulate / monitor the implementation of this scheme.
12. **Meetings of the Committee:** The SSWCC may meet monthly or as per requirement.
13. **Procedure: -**
  - 13.1 The producer of the film shall submit prescribed form at **Annexure --'A'** along with copies of all relevant documents to Department of Tourism before shooting the film within the State.
  - 13.2 On receipt of application with copies of relevant documents, the acknowledgement as prescribed at **Annexure- 'B'** shall be dispatched to the applicant duly signed by the Director Tourism.
  - 13.3 Director Tourism shall communicate the consent for shooting of the Film to the applicant as per **Annexure-C.**
  - 13.4 After completion of the feature film & approval of the CBFC, the producer of film shall submit detail location of the shooting site within the State of Odisha, period of stay, copy of the accommodation bill for staying in hotel during shooting of the film within the State. The prescribed form for submission to Department of Tourism is as per **Annexure-D.**
  - 13.5 Facilitation Cell shall scrutinize the vouchers and recommend SSWCC for settlement of claim.
14. **Rejection:** In case of **rejection** of application, the reasons of rejection shall be communicated to the applicant unit by the concerned authority as early as possible or within a maximum period of 30 days of receipt of application from the claimant unit in the format prescribed at **Annexure – 'E'**.
15. **Miscellaneous:-**
  - 15.1 Time limit prescribed in this guideline is of working days only.
  - 15.2 This has been concurred in by the Finance Department and communicated vide their UOR No.603/SSM/F dated 01.05.2017

By Order of Governor

  
( A. Ahuja )  
Principal Secretary,  
Tourism



**Annexure - A**

**Application Form for obtaining Prior Approval for shooting of the feature film  
within the State of Odisha**

<b>1</b>	Name of the Producer / Agency with full address	
<b>2</b>	Name of Feature Film	
<b>3</b>	Detail of the Film Director & other Stars	
<b>4</b>	Name of the location where the film is proposed to be shoot.	
<b>5</b>	Tentative period of shooting within the State.	
<b>6</b>	Project Cost in INR	
<b>7</b>	Name & address of the Hotel where shooting team proposed to be accommodated.	
<b>8</b>	Estimated accommodation bill	

Place:

Date:

Signature  
Designation with Stamp

**OFFICE OF THE DIRECTOR TOURISM, GOVT.OF ODISHA**

Letter No.----- / Date-----

**Acknowledgement**

(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_

M/s. \_\_\_\_\_

\_\_\_\_\_

Received the application for availing Film Shooting Subsidy for shooting film within Odisha under TOURISM POLICY –2016 and its operational guidelines along with documents mentioned below from M/s----- At/PO-----Dist. \_\_\_ on dt. ---- through post / person.

List of documents

- 1.
- 2.
- 3.

Signature of authorized officer / Director Tourism  
with seal & date-----

**Annexure –B**

(TO BE DISPATCHED TO THE APPLICANT)

**OFFICE OF THE DIRECTOR TOURISM, GOVT.OF ODISHA**

Letter No.----- / Date-----

**Acknowledgement**

(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_

M/s. \_\_\_\_\_

\_\_\_\_\_

Received the application for availing Film Shooting Subsidy for shooting film within Odisha under TOURISM POLICY –2016 and its operational guidelines along with documents mentioned below from M/s----- At/PO-----Dist. \_\_\_on dt. ---- through post / person.

List of documents

- 1.
- 2.
- 3.

Signature of authorized officer / Director Tourism  
with seal & date-----

**Annexure –C**

(TO BE DISPATCHED TO THE APPLICANT)

**OFFICE OF THE DIRECTOR TOURISM, GOVT.OF ODISHA**

Letter No.----- / Date-----

**Letter of Consent**

(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_

M/s. \_\_\_\_\_

\_\_\_\_\_

Your application for Film Shooting Subsidy for shooting of film \_\_\_\_\_  
(name of location) is hereby approved subject to clause no.8.1.15 under TOURISM  
POLICY–2016 and its operational guidelines

Signature of authorized officer / Director Tourism  
with seal & date-----

**Claim Form for sanction of incentive for shooting feature film  
within the State of Odisha**

<b>1</b>	Name of the Producer / Agency with full address	
<b>2</b>	Name of Feature Film	
<b>3</b>	Detail of the Film Director & other Stars	
<b>4</b>	Copy of the approval of CBFC	
<b>5</b>	Name of the location where the film was shoot (within Odisha).	
<b>6</b>	Period of shooting within the State.	
<b>7</b>	Copy of consent letter of DoT	
<b>8</b>	Project Cost in INR	
<b>9</b>	Name & address of the Hotel where shooting team was accommodated.	
<b>10</b>	Accommodation bill in INR	
<b>11</b>	Admissible claim (75% of the total hotel bill for accommodation subject to a ceiling of Rs.10 lakh)	

Place:

Date:

Signature

Designation with Stamp



OFFICE OF THE DIRECTOR TOURISM, GOVT.OF ODISHA

NO DT.  
(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_  
M/s \_\_\_\_\_,  
At \_\_\_\_\_ P.O. \_\_\_\_\_  
Dist. \_\_\_\_\_

This is to inform that –

The application for Film Shooting Subsidy for shooting of film \_\_\_\_\_ (name of location) is rejected due to following reasons.

(Specify the reasons)

- 1.
- 2.
- 3.
- 4.

Director Tourism  
with seal & date-----.