

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
LABOUR DEPARTMENT
5, SHAM NATH MARG, DELHI-54.

F.1/31/763/LC/Estt./12 /391

Date: 27/4/12

Sub:- Decisions taken in the meeting held on 26.04.2012 at 3.30 p.m. regarding May Day celebration.

Please find enclosed herewith a copy of the decisions taken in the meeting held on 26.04.2012 at 3.30 pm regarding celebration of May Day for information and taking necessary action.

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27.4.12

(V.P. VADHWA)

JOINT LABOUR COMMISSIONER

F.1/31/763/LC/Estt./12

Date:

1. PS to Pr. Secretary (Labour), Labour Department, Delhi Secretariat, New Delhi-110002.
2. PA to Labour Commissioner, Labour Department, 5, Sham Nath Marg, Delhi.
3. PA to Spl. Commissioner (Labour), Labour Department, 5, Sham Nath Marg, Delhi.
4. Addl. LC-I, Labour Department, Govt. of NCT of Delhi.
5. Addl. LC-II, Labour Department, Govt. of NCT of Delhi.
6. All Jt./Dy. Labour Commissioners (Districts), Labour Department, Govt. of NCT of Delhi.
7. JLC, Delhi Building and Other Construction Workers Welfare Board, Labour Department, Govt. of NCT of Delhi.
8. Welfare Commissioner, Delhi Labour Welfare Board, Labour Department, Govt. of NCT of Delhi.
9. Electrical Inspector, Labour Department, Govt. of NCT of Delhi.
10. Chief Inspector of Factories, Labour Department, Govt. of NCT of Delhi.
11. DLC (CT), Labour Department, Govt. of NCT of Delhi.
12. ALCs (Districts/DLWB/DBOCWWB), Labour Department, Govt. of NCT of Delhi.
13. Accounts Officer, Labour Department, 5-Sham Nath Marg, Delhi.
14. Director (Hort.), PWD, MSO Building, ITO, New Delhi.
15. Dy. Secretary (GAD), General Administration Department, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
16. Information Officer to CM, Office of the Chief Minister, Delhi Secretariat, New Delhi.
17. Assistant Programmer with the request to upload this on the website of the department.
18. Guard file.

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27.4.12

JOINT LABOUR COMMISSIONER

Decisions taken in the meeting held on 26.04.2012 at 3.30 p.m. regarding May Day celebrations.

1. Cards to VIPs i.e., MPs, MLAs, Principal Secretaries, Secretaries, HODs will be embossed with entry from Gate No.3 in Delhi Sectt. The cards will be distributed today or tomorrow positively.
2. Cards to other invitees will be embossed with entry from Gate No.6, in Delhi Sectt. The cards will be distributed maximum upto Saturday i.e., 28.04.2012.
3. Distribution of cards to the awardees will be responsibility of the CF and the distribution of cards to the selected beneficiaries of bicycles will be responsibility of JLC / ALC (Board). Invitation letters also accompany with the card will be sent to all the awardees.
4. DLC(South) is the incharge of the function of Delhi Sectt., and has written letters to GAD, DCP(Traffic Police), DCP(Delhi Police). He will follow up with these agencies and also with Health Department for emergency health van with all necessary equipments for emergency health problems.
5. Floral decorations will be the responsibility of the Horticulture Division of PWD and DLC(CT) will coordinate with PWD Horticulture Division. 12 bouquets & one set of Bone-sai arrangement is to be presented to Hon'ble C.M., will also be arranged by Horticulture Division of PWD.
6. Lighting arrangement to be done by GAD- DLC(CT) will coordinate with Mr. Kundu, Dy.Secy.(GAD).
7. Memento for Hon'ble C.M. is selected by Addl.L.C.-I.
8. The achievements of Labour Deptt. will be arranged in oval shape on the area outside the auditorium. The necessary arrangements will be made by the Addl.L.C.-II.
9. Release of advertisement – Addl.L.C.-I has told that Hon'ble C.M. has approved only one advertisement which will be released by the Information Officer to Hon'ble C.M. Hoarding designs have not been approved and will not be displayed.

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10. The back drop banners will be designed by the GAD and fixed behind the stage. The legends for the back drop will be prepared by Addl.L.C.-I .
11. Stage programme – 10 persons sitting plan at stage in auditorium. Mr Avinash Aggarwal will coordinate.
12. All the 39 awardees will be received by Ashrafs and proper seat will be provided to them before the function start. CIF will utilize the Inspectors of Factory branch and Electrical branch.
13. Entry and sitting arrangements will be supervised by DLC(Central). He will also procure the sitting arrangement and signages. Two front rows were reserved from Hon'ble M.P.s & MLAs in the left and for Principal Secretaries and HODs at the right side. Similarly, press will be arranged in the 3rd row at the left side and awardees will be at the right side.
14. Invitation to representatives of Trade Unions, representatives of employers & employees will be distributed by the Addl. L.C.-I &II. Similarly the invitation cards of the representatives of Statutory Boards will be the responsibility of the Welfare Commissioner, ALC(B) & other concerned officers of the Board.
15. The approval of the awardees will be obtained by CIF on file from Hon'ble Minister (Labour) and due intimation will be given to all the awardees by CIF. Similarly, beneficiaries of the bicycle will be intimated by the JLC (Board).
16. The material for the press release be prepared by Addl.L.C.-I and Shri Satpal, Information Officer to Hon'ble C.M.
17. All the relevant information and details of all the awardees of Shramik and Safety awards & beneficiaries of bicycles shall be provided to Information Officer to Hon'ble C.M by CIF & JLC(B).
18. Arrangements of high tea – necessary orders will be given to the Dy. Secy.(GAD) by DLC(CT) for making arrangements for about 300 persons.
19. Photography & Videography arrangements – The responsibility will be of the DLC(CT) to make arrangements of photography and video coverage of the function.