

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
REVENUE DEPARTMENT: DELHI
(GENERAL ADMINISTRATION BRANCH)
5, SHAM NATH MARG, DELHI-54.

No.F.1(Misc.)/GA/Estt./Div.Com/ 5894
(CD No.087191704)

Dated: 6/8/14

To,

All the Dy. Commissioners (Revenue),
All Districts,
Govt. of NCT of Delhi,
Delhi/ New Delhi.

Sub: - Deputing Sub-Divisional Magistrates on Celebration of Independence Day, 2014 duty at Chhatrasal Stadium, Delhi.

Sir/Madam,

I am directed to inform you that the following SDMs have been deployed for protocol and ushering duties for "Independence Day, 2014" celebration to be held at Chhatrasal Stadium, Delhi on 15/08/2014:-

S. No.	Name of the Officer	Posted as	Telephone No.
1.	Sh. S. C. Meena	SDM (Alipur)	7834848514
2.	Sh. B. L. Meena	SDM (Kotwali)	9968414870
3.	Sh. Ashish Kumar	SDM (Saket)	7838343323
4.	Sh. Hemant Kumar	SDM (Def. Colony)	9911135045
5.	Sh. Vikram Singh	SDM (Vasant Vihar)	9953411403
6.	Sh. A. N. Gaur	SDM (Najafgarh)	9312212473
7.	Sh. Jitender Kumar	SDM (Patel Nagar)	9968295822
8.	Sh. I. S. Yadav	SDM (Seelampur)	9717158080
9.	Sh. Anoop Thakur	SDM(Kanjhawala)	9873634545
10.	Sh. C. Velumrgan	SDM (Preet Vihar)	9350552412

The following SDM is deputed for reserve duty:-

S. No.	Name of the Officer	Posted as	Telephone No.
11.	Sh. Chetan Bhatia	SDM (Shahdara)	9711192363

The SDMs so deputed, should be able to recognize Ministers, MLAs, Councilors and senior officers.

The above said SDMs will also attend the full dress rehearsal on 13/08/2014 at Chhatrasal Stadium, Model Town, Delhi to acquaint themselves with the sitting arrangements at the stadium and also the complete programme.

The above SDMs shall immediately contact Special Secretary (GAD) as well as Deputy Secretary (GAD/Coordination) for further directions regarding their duties.

A copy of the minutes of meeting dated 25/07/2014 is enclosed herewith for ready reference.

This issues with the prior approval of the Principal Secretary (Revenue)/Divisional Commissioner, Delhi.

Encl: As above

(A.K. Sharma)
SDM-IV (H.Q.)

No.F.1(Misc.)/GA/Estt./Div.Com/ 5894

Dated: 06/8/14

Copy forwarded for information and necessary action to:-

1. All concerned Deputy Commissioners (Revenue), GNCT of Delhi.
2. Special Secretary (GAD), GNCT of Delhi, 2nd Level, A-Wing, Delhi Secretariat, New Delhi.
3. Deputy Secretary (GAD/Coordination), GNCT of Delhi, 2nd Level, A Wing, Delhi Secretariat, New Delhi with reference to the minutes of the meeting issued on 25/07/2014.
4. Concerned SDMs through DCs concerned.
5. Sr. PA to Pr. Secretary (Revenue), Delhi.
6. PA to Additional Secretary (Revenue), Delhi.
7. Guard file.
8. System Analyst, (Revenue) HQ, with the request to upload the letter in the website

(A.K. Sharma)
SDM-IV (H.Q.)

ADDITIONAL SECRETARY (REVENUE)
C.M.A.D.M. (HQ)
30 III 2014
4474

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
(CO-ORDINATION BRANCH)
DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002.
Telephone No. 23392006

363/10
363/10
Diary No
28 JUL 2014
9350
★

Minutes of the meeting held on 25/07/2014 at 10.00 AM in the Conference Room No. 3, 2nd Level, A-Wing, Delhi Secretariat, Delhi under the chairmanship of Principal Secretary (GAD) regarding preparatory arrangements for Independence Day function 2014 at Chhatrasal Stadium, Model Town, Delhi.

The list of officers who attended the meeting is enclosed as Annex 'A'.

At the outset Principal Secretary (GAD) informed all the participants that the Independence Day function of Government of NCT of Delhi would be held on 15.08.2014 at Chhatrasal Stadium, Model Town, Delhi. In the previous years the Chief Minister of the day used to unfurl the National Flag and take the salute. This year, in the absence of a Chief Minister, the Hon'ble Lt. Governor is scheduled to unfurl the flag and take the salute. The required arrangements for the Independence Day function were discussed in detail. The procedure followed and steps taken during previous Independence day functions were taken as reference point. Pr. Secretary (GAD) stressed the need for meticulous preparation and proper coordination amongst various agencies to make the event a success.

AS (Rev)

Point-wise issues relating to preparations were discussed and following decisions were taken:-

1. Parade and Rehearsals:-

The parade will be held at Chhatrasal Stadium on 15.08.2014. Hon'ble Lt. Governor, Delhi, will hoist the National Flag and take the salute. All necessary arrangements should be kept in readiness well in time.

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The parade will be organized by Delhi Police, Home Guards, Delhi Fire Service, NCC and contingents of school children. The National Anthem will be played by Delhi Police Band.

To make the parade up to the mark, selection of school children should be made keeping in mind their physical fitness. Some children should also be kept in the reserve. Rehearsals are to begin from 30th July 2014. Medical team to be available during rehearsals also.

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NCC should ensure the quality and punctuality of parade rehearsals. It should also be ensured that the participants for the parade in the first rehearsals should remain up to the last day.

Expenses incurred on providing refreshments, etc. to the contingents will be borne by the respective departments.

The contingents of Delhi Police, Delhi Home Guards, Delhi Fire Service, NCC, will report to Addl. Director (Sports), Directorate of Education at Chhatrasal Stadium, on 30.07.2014 well before 8.30 AM which will be the assembly time.

Additional Director (Sports), Directorate of Education will coordinate the arrangements of the Independence Day Function at Chhatrasal Stadium.

Action: Commissioner of Police/Dir. Gen HG./Pr. Secretary (Edu.)/ Director, NCC/Addl. Director (Sports), Dte. of Education

Dy. No.
Date.....
SDM-IV (HQ)
21/7/2014

1 7604/GR
31/7/14

Mrs. Usha

1 issue on 30/7/14
1 deployment on 30/7/14
10 SDMs on 30/7/14
1 day function on 30/7/14
17/7/14
13/7/14

362/c Minute-to-Minute Programme and Awards :-

Minute-to-minute programme is to be drawn of by the Home Department in consultation with L.G. Secretariat. Directorate of Education, Delhi Fire Service and Home Department will indicate as to whether there are any awardees to be honoured on the occasion. In case there are awardees, Home Department will incorporate the same in the minute-to-minute programme.

The details and duration of the programme should be informed by the Directorate of Education to the Home Department for incorporating in the minute-to-minute programme. Home Department should provide the final minute-to-minute programme to GAD.

(Action: Pr.Secy.(Home)/Secretary(Education.)/Director(Delhi Fire Service))

3. Band, Open Jeep & Umbrella :-

Band will be provided by Delhi Police, Home Guard and Delhi Fire Service. The band personnel would attend the rehearsals commencing from 30th July, 2014.

An open jeep with umbrella will be provided by the Delhi Police for inspection of the parade by Hon'ble Lt. Governor.

(Action: Commissioner of Police/Dir. Gen. (HG)/CFO(DFS))

4. Leveling of ground & Preparation of stage, sitting arrangement etc:-

The tentage arrangement, extended canopy to protect from rain, sitting arrangements, preparation of stage for hoisting of National Flag with Flag Pole of proper height, public address system and floral arrangements will be done by PWD. Levelling of the ground, white washing and painting etc. wherever required will also be done by PWD.

Addl. Director (Sports), Directorate of Education informed that repair work is needed in the stadium. It was directed by the Pr. Secretary (GAD) that PWD should immediately inspect the stadium along with the Addl. Director (Sports) and the Administrator of the stadium for appropriate action.

Considering that there could be rain Pr. Secretary (GAD) directed agencies concerned to ensure that no water logging takes place in and around the stadium. Further, PWD should put in place measures to prevent water logging in the stadium ground.

PWD may consult Addl. Director (Sports), Directorate of Education and the Administrator, Chhatrasal Stadium in connection with the arrangements in the stadium.

(Action Secy. (PWD)/Addl. Director (Sports) Dte. of Education/
Administrator, Chhatrasal Stadium)

5. Ushering & Protocol:-

The Revenue Department will depute ten (10) SDMs for protocol and ushering duties. The SDMs so deputed should be able to recognize, MLAs, Councilors and senior officers. They should also attend the full dress rehearsal to acquaint themselves with the sitting arrangements in the stadium and also with the complete programme. Eight officers from GAD will also assist SDMs in carrying out their duty.

(Action: Pr. Secy. (GAD) and Pr. Secy. (Revenue) & Divisional Commissioner)

361/C

Invitation cards and Signages:-

2100(Two thousand one hundred) Invitation cards for this occasion will be printed by the GAD. The invitation cards to the Municipal Councilors will be distributed through respective Municipal Corporations. It was also decided that the signages inside the venue will be arranged by PWD and traffic management & signages outside the venue will be arranged by Delhi Traffic Police.

(Action: Pr. Secy. (GAD)/Secy. (PWD)/Commissioner of Police.)

7. Illumination:-

Illumination of Raj Niwas, Vidhan Sabha and Delhi Secretariat will be done by PWD.

(Action: Secretary (PWD))

8. Traffic Regulation and Security:-

Delhi Police will ensure necessary traffic and security arrangements from the day of rehearsals i.e. 30.07.2014 till the function gets over.

(Action: Commissioner of Police)

9. Parking:-

Traffic control and parking arrangements will be made by the Delhi Traffic Police. Parking labels will be printed by Delhi Traffic Police and handed over to GAD by 31st July 2014. It was decided that like previous year 3 types of parking labels will be printed which are as under:-

- A. Type A-(Red)- Only for those vehicles which will enter the stadium complex through gate 4B and shall be parked inside the designated area in the stadium complex (required-150 nos.).
- B. Type B- (Green)- Only for those vehicles which will enter the stadium through gate no 4A shall be parked in the basement (required 450 nos.)
- C. Type C-(Yellow)- Only for those vehicles which are not to be allowed to enter the stadium and will be parked outside the stadium.(required-1500 nos.)

Parking labels for OB vans (50nos.), School Buses (250 nos.), Ambulance(10 nos.), Fire tenders (4 nos.), Water tanker of DJB(2 nos.) should also be provided along with instruction slip for alighting/entry points and parking place should be specifically mentioned.

Traffic Police will identify parking space outside the stadium for parking of school buses and vehicles of general public. PWD and North Delhi Municipal Corporation will provide support to Traffic Police for leveling of ground for parking, if required.

Traffic Police will identify parking place outside the stadium. NDMC will provide civic services to Traffic Police in support parking outside the stadium as requested by Traffic Police.

(Action: Commissioner of Police/Secretary (PWD)/DCP(Traffic)/Addl. Director(Sports),Dte. of Edn./Comissioner, North Delhi Municipal Corporation)