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PROCEEDING OF THE MEETING HELD ON 8th JANUARY, 2021 AT 03:00 PM IN DEPUTY COMMISSIONER OFFICE CHAMBA UNDER THE CHAIRMANSHIP OF SHRI D.C. RANA (IAS) DEPUTY COMMISSIONER, CHAMBA IN CONNECTION WITH CELEBRATION OF REPUBLIC DAY FUNCTION ON 26th JANUARY, 2021.

The list of participants is annexed at Annexure ("A")

At the outset of the meeting, Chairman welcomed all the Officers and officials present in the meeting. Thereafter the detailed discussion was held in connection with celebration of Republic Day function on 26th January, 2021 and the below mentioned program was chalked out and finalized as under:

1. **Venue: - Chowgan No. 1 Chamba.**

2. **Programme:-**

- 10:45 Am Arrival of Chief Guest.
- 11:00 Am Flag Hoisting.
- 11:05 Am Inspection of Parade.
- 11:20 Am March Past.
- 11:30 Am Speech by the Chief Guest.
- 11:40 Am Cultural Programme.
- 12:45 Pm Distribution of Prizes.

3. **Seating Arrangement**

It was decided that the maintenance of Chowgan No. 1 for Parade/function and seating arrangement will be made by the Executive Officer, Municipal Council Chamba. He will also provide 6-8 labourers. The District Nazir will provide chairs, sofa, centre Table, Mattresses and other material for the function. The Chairman directed the Executive Officer Municipal Council Chamba and District Nazir, to ensure that work of sitting arrangements including tents etc. be completed early in the morning by 8.30 AM on 26.01.2021. He shall also ensure necessary sanitization of stage.

Besides, Tehsildar/ Naib-Tehsildar Chamba will make necessary arrangements for seating of VVIPs, etc. keeping in view of maintaining of social distancing.

4. **Beautification of Stage**

The District Horticulture Officer, Chamba will arrange flowers and bouquets for Chief Guest as well as other Guests and he will hand over flowers and bouquets to District Nazir in the Morning of 26th January 2021. It was desired that no plastic with bouquets be

used. The Executive MC Chamba and District Nazir Chamba will coordinate with Principal DIET, Chamba for doing Rangoli work around the stage.

The Executive Officer, Municipal Council Chamba will ensure fixation of steel pipes around Chowgan No. 1 for flags, to be provided by the Executive Engineer I&PH Chamba. The Executive Engineer HP PWD Chamba will ensure proper positioning / painting of the flag pole. It was also decided in this meeting that he will provide 4-6 labourers. The District Nazir of this office will coordinate with the concerned departments.

5. Drinking water and Electricity supply

The Executive Engineer, I &PH Chamba will ensure the proper drinking water supply at the venue of function and the Executive Engineer Electricity Board, Chamba will ensure uninterrupted supply of electricity in Chowgan No. 1, the venue of function.

6. Inspection of Parade and Hoisting of the National Flag

The Superintendent of Police, Chamba will make necessary arrangements for Parade and flag hoisting during the Republic Day function on 26th January 2021. It has also been decided that the following will participate in the Parade.

1. Police : 2 Contingents.
2. Home Guards : 2 Contingents.
3. NCC/NSS : 2 Contingents each.

The Superintendent of Police Chamba will be over all in-charge of Parade and hoisting of flag. The National flag will be provided by the District Nazir of the office. The rehearsal of Parade will take place on 22-01-2021 to 24-01-2021 at 11:00 A.M. in Police Ground Chamba. List of participants in the Parade may be made available to Assistant Commissioner to Deputy Commissioner, Chamba well before 20-01-2021. All above mentioned will tie up with and report to the Superintendent of Police, Chamba for rehearsal of Parade.

It was also decided in the meeting that the Best Cadet certificates will be given to the Platoon Commanders, Home Guards, and NCC/NSS Cadet who will be adjudged as best turnout / contingent on Himachal Day Parade. The same shall be adjudged by the Superintendent of Police, Chamba. Blank printed certificates for best cadets of the Parade will be made available from this office to the Superintendent of Police Chamba as per requirements.

7. **Cultural Programme**

The District Public Relations Officer, and DLO Chamba shall jointly chalk out the culture programme. The Principal Medical College Chamba was also directed to coordinate with DPRO and DLO for 2 cultural items of medical students. The list of participants be finalized and made available to the Assistant Commissioner to Deputy Commissioner Chamba on 19-01-2021.

As per Govt. latest instructions, the 50th Full Statehood theme should be adopted in the District level Republic Day function. District Language Officer and DPRO Chamba shall finalise the theme. The detail list of final programme be submitted to Assistant Commissioner to Deputy Commissioner, Chamba before 20.01.2021. The District Language Officer and District Public Relation Officer Chamba were directed to ensure that cultural programme in befitting manner on this occasion is presented.

8. **Display of departmental achievement on 50th Full Statehood.**

The Chairman directed all the departments to display their achievements during last 50 year on 50th Full Statehood year celebrations. The space requirement shall be worked out by AC to DC.

9. **Displaying of Old Chamba Photographs**

The District Public Relations Officer and District Language Officer, Chamba were directed to ensure displaying of Old Chamba photographs in display boards and through digital screens at Chowagan with the coordination of AC to DC.

10. **Speech of Chief Guest**

The draft speech of the Chief Guest will be prepared by the District Public Relation Officer, Chamba explaining the significance of Republic Day. In this connection, he may seek guidance/advice from Deputy Commissioner Chamba.

11. **Law and Order**

The Superintendent of Police, Chamba shall make adequate arrangements for the maintenance of law and order during the entire function. A request has also been made to the Police Department that additional Police personnel may also be deployed during the function. Beside an Executive Magistrate will be designated for the purpose by this office.

12. Invitation Cards

It was also decided in the meeting that District Nazir will arrange for the printing of the Invitation cards, and adequate number of citation certificate and best cadet /contingent certificates well in time. The work of invitation cards for Republic Day function will be completed under the supervision of Superintendent (Rev.) Grade-II office of Deputy Commissioner, Chamba and he will ensure the proper distribution of the invitation cards through ERK Assistant under proper receipt.

13. Citation Certificates

It was decided in the meeting that citation certificates/appreciation letters will be provided to those eligible persons who have rendered meritorious services towards the Nation. Different departments will also intimate to Assistant Commissioner to Deputy Commissioner Chamba if they have any award to be given on the occasion.

14. Prize Distribution Function.

The Chairman directed that Refreshment/Sweets will be arranged by the District Nazir of this office for distribution amongst the school students at the venue of function. He will also make arrangements of tea, snacks and lunch for the Chief Guest and other special invitees.

It was also decided in the meeting that the Assistant Commissioner to the Deputy Commissioner Chamba will be all over in charge of celebration of the Republic Day function on 26.01.2021.

The meeting concluded with the vote of thanks to the chair.




(D.C. Rana), IAS
Deputy Commissioner,
Chamba District, Chamba.

Endst. No. CBA-Misc-9(1)/2020- 1465-1545 Dated: 12-01-2021

Copy forwarded to the following for favour of information and further necessary action please.

- D/O
1. All Heads of the Office, stationed at Chamba. They are requested to issue necessary directions to the staff posted in their respective offices to ensure their presence in the Republic Day function on 26th January, 2021.
 2. The all Sub Divisional Officers (Civil) in Chamba District.
 3. The Chief Medical Officer, Chamba. He is requested to depute Doctors and Para Medical Staff to provide necessary medical facilities during the function.
 4. All concerned Officer/Officials/Principal of Private Schools.



11/01/21

(D.C. Rana), IAS
Deputy Commissioner,
Chamba District, Chamba.