

**MINUTES OF THE MEETING HELD IN THE CONFERENCE HALL OF DEPUTY COMMISSIONER'S OFFICE, KAMRUP METRO ON 06/01/2021 AT 3.00 P.M.**

**(MEMBERS PRESENT ANNEXED IN - A)**

The meeting was presided over by Sri Biswajit Pegu, IAS, Deputy Commissioner, Kamrup Metropolitan District, Guwahati. Dr. B. M. Rajkhowa, APS, Deputy Commissioner of Police, (S&I) City, Guwahati also took part in the discussion. Initiating the discussion, the Deputy Commissioner, Kamrup Metropolitan District explained the purpose of the meeting and requested all the members present to offer their views for smooth and successful celebration of Republic Day, 2021 in a befitting manner. It was informed that as per Government decision, the official function of Republic Day, 2021 shall be a State Level Function to be held at Veterinary Playground, Khanapara. After detailed discussion, a comprehensive programme was chalked out for celebration of Republic Day, 2021 at Veterinary Playground, Khanapara, Guwahati.

The following Departments/ Organizations were entrusted with the responsibility of necessary preparation with immediate effect.

Department	Points of Discussion	Action to be taken
1. District Administration, Kamrup Metro, Guwahati	Printing of Invitation Cards and invitation of dignitaries etc. The contents of the invitation card to be decided by GAD, Govt. of Assam.	District Administration
	Construction of Pandals with the help of PWD (Bldg.) / PWD (Elec.) / Commissioner of Police Guwahati & other concerned Departments etc.	
	Seating arrangement of Invitees in the Pandals etc.	
	Presentation of trophies to the best contingents.	
2. Commissionerate of Police, Guwahati	Sanitization of the Veterinary Playground through Army, CRPF, State Police	Commissioner of Police
	Participation of parade troops from District Armed Branch City Police / City Traffic Police / APRO / APBN / Home Guards / CRPF/BSF/NCC/Scouts & Guides/ Mountain Police/ CISF and band from A.P. Battalion etc. and also to ensure regular participation of all the troops from NCC, Scouts & Guides in the rehearsal	
	Arrangement of field making, flag, rope, flag post, vehicle for inspection of parade by the VIPs etc.	
	Arrangement of Security coverage of all the programmes including parking of vehicles / traffic control etc. at Veterinary Playground area	
	Installation of adequate no. of CCTV Cameras.	
	Co-ordination with various agencies of CAPF/CPMF for taking part in the parade.	
	Rehearsal for ceremonial parades.	
3. Commissioner, Guwahati Municipal Corporation, Guwahati	Detailment of Police Officers for refreshment to Parade Contingents.	GMC
	Cleaning of Khanapara Veterinary Playground including Cleaning of roads and its sides leading to the parade ground, immediately in consultation with Commissioner of Police Guwahati.	
	Cleaning of drains surrounding the ground and also the Drain on the other side of the surrounding roads, in presence of police / security personnel.	
	Providing of toilet facilities at the ground for rehearsal & main ceremonial function.	
	Continuous supply of drinking water at the ground during rehearsal till the function is over on 26/01/2021.	
	Proper cleanliness and Sanitization of the Veterinary playground	
4. Chief Executive Officer, GMDA, Guwahati	List of labourers to be submitted to Commissioner of Police, Guwahati	GMDA
	Arrangement for decoration with flowers / flower tubs etc. in the Pandals/ Dias in a befitting manner to be completed by afternoon of 25/01/2021	

4 Chief Executive Officer, GMDA, Guwahati	Necessary Arrangements in the Shraddhanjali Kanan to be completed by afternoon of 25/01/2021.	GMDA
5. (i)Commandant, 4th AP Battalion (ii)Commandant 10th AP Battalion	Providing necessary Contingents of Band for Ceremonial Parade of Republic Day, 2021 at Veterinary Playground, as per requirement placed by Commissioner of Police Guwahati.	Commandants 4th & 10th APBN
6. The GOC, 51 Sub-area, C/o 99 APO, Guwahati	Arrangement for Anti sabotage checking etc. at Veterinary Playground in consultation with Commissioner of Police, Guwahati for the Ceremonial function of Republic Day, 2021	GOC, 51 Sub-area
7 The Air Officer, Commanding, Indian Air Force, Borjhar	Ensure timely arrangement of fly past and showering of flower petals and also display of National Flag from helicopters during the unfurling of National Flag at Veterinary Playground in the Ceremonial function of Republic Day, 2021.	Air Officer Commanding, IAF, Borjhar
8 Executive Engineer, PWD (Roads), City Division- I	Arrangement of Road Roller at the disposal of Commissioner of Police Guwahati w.e.f. 12/01/21 for development etc. of Veterinary Playground and also undertake repairing works related to the playground of Roads & Drains, if any.	Ex. Engineer, PWD (Roads) City Division
	List of labourers to be submitted to Commissioner of Police, Guwahati	
	Development of approach road for VIP entrance.	
	Proper upkeep of roads from Raj Bhavan to Dighali Pukhuri and from Dighali Pukhuri to Veterinary field Khanapara via Shraddhanjali Kanan.	
9.Executive Engineer, PWD, PCC Division, Guwahati	Leveling & dressing of the Veterinary Playground including sprinkling of water in consultation with Commissioner of Police Guwahati.	Ex. Engineer, PWD, PCC Div.
	Erection of pandals with C.I. Sheet / tarpaulin roofing, good inner barricading, erection of view cutter with the banner "REPUBLIC DAY, 2021" in consultation with District Administration & the Commissioner of Police Guwahati. The field should be handed over to Police before 48 hrs, with completion and fitness certificate.	Ex. Engineer, PWD, PCC Div.
	List of labourers to be submitted to Commissioner of Police, Guwahati	
	The District Administration desires that Contract for the Pandal should be awarded to a party, who has sufficient experience and acquaintances in the field considering the Security aspects and other related matters.	
10. Executive Engineer, Guwahati Electrical Division	Temporary electrification for sufficient lighting arrangements and search lights in the field and in the pandals in and around the Veterinary Playground areas with immediate effect in consultation with Commissioner of Police, Guwahati. Arrangement of Security lights around the field should be started from 12/01/21. Fitness Certificate to be produced accordingly.	Ex. Engineer, Guwahati Electrical Division
	For arrangement of stand-by/ sound less Generator sets with Operators w.e.f 12/01/21.	
	To provide electricity connection etc. at Gandhi Mandap and statues of National Heroes in close liaison with APDCL.	
11. Executive Engineer, PHE,	Continuous supply of drinking water at the ground during rehearsal till the function is over on 26/01/2021.	Ex. Engineer PWD PHE Div. I
12.Chief Executive Officer, (I & II), APDCL, Guwahati Electrical Circle, Guwahati	For temporary electric connection to be done at Veterinary Playground with immediate effect.	CEO, (I&II) APDCL, Guwahati Electrical Div.
	To ensure Uninterrupted Power Supply till the day of the ceremonial function.	
	To check up the transformer near Veterinary Playground and make ready well ahead of time.	
	List of labourers to be submitted to Commissioner of Police, Guwahati	

13. Chief Electrical Inspector cum Adviser, Government of Assam	To depute technical officials to supervise electrical connections at Veterinary Playground, Temporary Pandal at Assam Administrative Staff College and Temporary Pandal at Rajbhawan and submit fitness certificate latest by 11.00 AM on 24/01/21.	Chief Electrical Inspector cum Adviser, GOA
14. Divisional Forest Officer, East Kamrup Division, Guwahati	To arrange for trimming of trees in and around Veterinary Playground area in consultation and direct supervision of District Administration.	DFO, East Kamrup
15. Divisional Forest Officer, East Kamrup Division, Guwahati	Providing sufficient quantity of river silt (Palash, Stone dust ect.) for development of veterinary playground.	DFO, East Kamrup
16. Director SFSO, Assam	Arrangement for standby fire tenders at the Veterinary Playground, Assam Administrative Staff College and Rajbhawan as per request of Commissioner of Police.	Director, SFSO
17. Director of Information and Public Relations, Assam	Arrangement of PA system for the ceremonial function at Veterinary Playground w.e.f. 26/01/21. (With Battery operated system) List of officials and technicians to be submitted to Commissioner of Police, Guwahati	DIPR, Assam
19. District Information & Public Relation Officer, Kamrup (M) Guwahati <i>Higher Education, Assam Kohilipara, Guwahati 31-01-21</i>	Arrangement for Prabhat Gitanjali & Patriotic Songs in the morning and evening of 26/01/21 as per programme.	DIPRO, Kamrup Metro
	For publicity of programme on 26/01/2021.	
	Arrangement of anchors for announcement during ceremonial function at Veterinary Playground.	
	Liaison with AIR / Doordarshan Kendra & Local Press for coverage of the programme by all media including distribution of invitation cards to the media persons.	
	Ensure coverage of the programme by the Press / Photographer from the specified enclosure inside the field.	
20. (i) Station Director All India Radio, Guwahati (ii) Director, Doordarshan Guwahati	Covering of all programmes of the ceremonial function of Republic Day, 2021.	
21. (i) Director of Higher Education, Assam (ii) Inspector of Schools KDC, Guwahati (iii) District Elementary Education Officer, Kamrup (M) (iv) State Secretary, Scouts & Guides	Issue instructions to all Heads of the Academic Institutions to ensure hoisting of National Flag in time by Head of the institution themselves at their institutions on 26/01/2021.	Director, Higher Education, Inspector of Schools, KDC, DEEO, Kamrup (M) & State Secretary, Scouts & Guides.
	The Inspector of Schools will arrange Elocution test / quiz competition etc. on Indian Freedom Movement among the students, and distribution of prizes to the winner.	
	ADC, i/c Education will coordinate on the matter.	ADC, i/c Education, Kamrup (M)
22. Joint Director Health Services, Kamrup Metropolitan, Guwahati <i>Utpal 31/1/21</i>	Detailment of Medical Team at Veterinary Playground for Rapid Antigen Test of the parade troops on daily basis and detailment of medical team for first aid at the Veterinary Playground from 7.00 AM on 26/01/2021.	JDHS
	Arrangement to place four (4) numbers of Ambulance at Veterinary Playground on 26/01/2021.	
	Depute Food Inspectors to check food items meant for the VIP and also for other dignitaries / contingents / at play ground / Assam Administrative Staff College and Circuit House.	
	Provide 4 Nos of Wheel Chairs at Veterinary Playground on 26/01/2021.	
	List of officials and technicians to be submitted to Commissioner of Police Guwahati. ADC, i/c, Health will coordinate on the matter.	

23. Superintendent, Central Jail, Guwahati	Arrangement of cultural programmes etc. in the jail involving Inmates of Central Jail in consultation with Commissioner of Police Guwahati.	Supdt. Central Jail
24. President / Secretary (i) Kamrup Chambers of Commerce, Guwahati (ii) Marwari Yuva Manch, Guwahati	Supply / providing of fruits, sweets etc. in consultation with JD, FCS & CA for distribution at:- i. Vagrant Home, Fatasil, Guwahati ii. Orphan Home, Noonmati, Guwahati iii. Destitute Home, Jalukbari, Guwahati iv. Inmates of Central Jail, Guwahati v. Patients of Govt. Hospitals, Guwahati vi. Blinds School / Deaf & Dumb school, Guwahati	Chambers of Commerce & Marwari Yuva Manch
26. President / Secretary Nagarik Committees	The Nagarik Committees will see that the Republic Day, 2021 is celebrated successfully with their active participation.	Nagarik Committees
27. President / Secretary (a) Lions Club of Guwahati (b) Rotary Club of Guwahati City	The Lions Club will sponsor trophy to the best contingent of Police. The Rotary Club will sponsor trophy to the the best contingent of NCC/Scouts & Guides including the students	Lions Club & Rotary Club
38. Dy. Controller, Civil Defence, Kamrup Metro	Will keep one rescue party with full gear in the field on 26/01/2021 at Veterinary Field	Civil Defence

The Deputy Commissioner, Kamrup Metropolitan & President of the meeting urged all concerned Department etc. to render their necessary co-operation, so that the Republic Day, 2021 can be celebrated in a befitting manner.

It is further decided that the following departments will assemble on 22/01/2021 & 23/01/2021 at 5.00 PM at Veterinary Playground, Khanapara, Guwahati to review the progress etc. of the Ceremonial function.

1. The Commissioner of Police, Guwahati, Assam or his representatives.
2. The Commissioner, Guwahati Municipal Corporation.
3. The Chief Executive Officer, GMDA.
4. The Director, Cultural Affairs, Assam.
5. The Executive Engineer, PWD, PCC Division, Guwahati.
6. The Executive Engineer, PWD, Guwahati Electrical Division.
7. The Executive Engineer, PWD (Roads), City Division-I.
8. The Chief Executive Officer, ASEB, Guwahati.
9. The Director, Information & Public Relations, Assam.
10. The Joint Director, Health Services, Kamrup Metropolitan.
11. The Inspector of Schools / District Elementary Education Officer.
12. The District Information & Public Relation Officer, Kamrup.
13. The DFO, Kamrup East Division.
14. The DTO (R & L) Kamrup (Metro).

The Deputy Commissioner, Kamrup Metropolitan & President of the meeting urged all concerned Department etc. to render their necessary co-operation, so that the Republic Day, 2021 can be celebrated in a befitting manner.

The meeting ended with vote of thanks from the chair.



**Deputy Commissioner  
Kamrup Metropolitan District  
Guwahati**

Memo No. KNZ.1/R-Day/2021/22/26.

Date. 07/01/2021

Copy forwarded for favour of kind information to:

1. The Chief Secretary to the Government of Assam, Dispur, Guwahati.
2. The Addl. Chief Secretary to the Govt. of Assam, Home & Political Department,

3. The Principal Secretary to the Govt. of Assam , General Administration Department,
4. The Commissioner & Secretary to the Chief Minister, Assam.
5. The Commissioner & Secretary to the Government of Assam, Home & Political
6. The Commissioner & Secretary to the Government of Assam, General Administration
7. The Commissioner, Lower Assam Division, Guwahati.
8. Commissioner of Police, Guwahati.
9. The Commissioner, GMC, Guwahati.
10. The Chief Executive Officer, GMDA, Guwahati

Copy forwarded for information and necessary action to:

1. All Addl. Deputy Commissioners / Election Officer / Assistant Commissioners of
2. Deputy Commissioners of Police (East), (Security & Intelligence), (Traffic).
3. All Circle Officers / BDOs of Kamrup Metropolitan District. They are requested to make necessary arrangements for Celebration of Republic Day, 2021 in their Head Quarters in consultation with local officials and leading public.
4. All concerned Departments / All concerned.
5. All members present.

**Deputy Commissioner  
Kamrup Metropolitan District  
Guwahati**