



I/77/2021

F.No: LA/GAD(Rep-Ind)UTL/2020(04)2059-99

**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH  
GENERAL ADMINISTRATION DEPARTMENT**

E.mail ID: gadutladakh@gmail.com

Civil Secretariat, UT Ladakh

Dated:07.01.2021

**Minutes of Meeting**

**Subject: - Record Note of preparatory meeting chaired by Sh. Umang Narula, IAS, Advisor to Hon'ble Lieutenant Governor on 28.12.2020 to review the arrangements for 72<sup>nd</sup> Republic Day celebrations on 26<sup>th</sup> January 2021.**

List of the participants is annexed

Sh. Saughat Biswas, (IAS), Divisional Commissioner/ Secretary Ladakh formally welcomed the Advisor and other officers in the meeting.

Prior to the deliberations regarding the formal arrangement and delegation of duties, the Advisor directed that in view of Covid-19 pandemic, while organizing various programmes or activities for the Republic Day celebrations, it is imperative to strictly take preventive measures such as thermal scanning, maintaining social distancing, wearing of masks, proper sanitization and hand hygiene measures, avoiding large congregations, protecting vulnerable persons, etc.; in accordance with the guidelines/ advisories of the Ministry of Home Affairs and Ministry of Health & Family Welfare.

Therefore,

- i. All functions should be organized in a manner that the size of the gathering be restricted as per the prescribed norms of the Ministry of Home Affairs/ State Disaster Management Executive Committee.
- ii. The Advisor directed that main function be web-cast to enable people who are not able to physically participate, to view the event in their homes.
- iii. These instructions should be followed for all functions held at District, Sub-Divisional Level/ Block Level, Panchayat Headquarters etc.

The following decisions were taken-

1. **Venue of the function:-** The main function of the 72<sup>nd</sup> Republic Day Celebrations shall be held in district Leh and the venue will be Polo Ground, Leh. Hon'ble LG Ladakh would unfurl the National Flag and take the salute at Leh. Divisional Commissioner Ladakh will supervise all arrangements for the function at Leh. In Kargil the venue would be Khree Sultan Chow Stadium and D.C Kargil will be responsible for making all arrangements.

GAD will put up proposal regarding the Chief Guest for Kargil and other sub district locations, for orders of Hon'ble LG.

**(Action by:- Commissioner/Secretary GAD/ Divisional Commissioner/ DC Kargil)**

*Umang Narula*  
07.01.2021

2. The advisor directed that the norms of social distancing and the guidelines of MHA be strictly adhered to for holding the 72<sup>nd</sup> Republic Day function at the different venues. The Deputy Commissioner shall issue formal orders regarding celebration of 72<sup>nd</sup> Republic Day at Sub Division/Tehsil/Block level as per the prescribed guidelines/norms of MHA.

**(Action by:- Commissioner/Secretary GAD/Divisional Commissioner/DC Leh & Kargil/SDMs/Tehsilders).**

3. **Programme:** - The tentative programme of the main function will be as follows:

i) Flag hoisting and National Anthem (By Police Band)	11.00 a.m
ii) March Past (Police & Security Force)	11.15 a.m
iii) Address by VIP	11.30 a.m
iv) Cultural programme	12.00 noon
v) Announcement of Prize winners	12.30 p.m

GAD will seek formal approval of this programme timing.

**(Action by:- Commissioner/Secretary GAD)**

4. **Creation of pavilion:** - The pavilion at the venue shall be constructed by the Public Works (R&B) Department in consultation with Divisional Commissioner Ladakh and Ladakh Police. The Superintending Engineer, PW (R&B) Department Leh shall ensure preparing an improved layout of the pavilion for celebrations befitting the UT function. The pavilion layout should be finalized after the joint/ advance recce by the Divisional Commissioner & DC Leh.

**(Action by Divisional Commissioner/ ADGP/ CE/ SE,PWD(R&B))**

5. **Security arrangement:-** ADGP Ladakh shall make foolproof security arrangements in an around the venue and shall draw a comprehensive security plan well in advance for the purpose . ADGP Ladakh shall also ensure that only invitees are allowed in the function with strict adherence to social distancing norms.

Magistrates and officers on duty shall be deployed by Deputy Commissioner, Leh and Kargil as per past practice.

**(Action by-ADGP Ladakh/DC Leh & Kargil).**

6. **Parade contingent:** - The ADGP Ladakh shall ensure display of parade contingents in accordance of the guidelines of Ministry of Home Affairs, Government of India such as maintaining social distancing etc.

**(Action by ADGP, Ladakh)**

7. **Bands-** Only two bands of Ladakh Police and Army will participate in the Parade and the ADGP Ladakh shall supervise rehearsals with strict observance of preventive measures of social distancing.

**(Action by-ADGP/Armed Commandant)**

8. **Illumination of Government Offices and power supply** - Power Development Department shall illuminate the Raj Niwas, LAHDC, Leh/Kargil, complex, Civil Secretariat and other Government Offices, landmark buildings including banks etc as per past practice. The illumination shall continue till 29<sup>th</sup> January, 2021. PDD shall also ensure uninterrupted power supply and for this purpose adequate DG sets and foolproof backup should be put in place.

(Action by- Chief Engineer, PDD)

9. **Refreshment for Dignitaries/Officers/Officials/belt forces-** The Hospitality and Protocol department shall arrange refreshments for the participating dignitaries in the pavilion and the Police and CRPF personnel participating in the function.

(Action by- Jt. Director H&P Ladakh)

10. **Public Address System (PAS)** - The Information Department shall arrange PAS and a senior officer should be made responsible to ensure proper functioning of the PAS during the main event . A backup(s) of the PAS shall be kept in place and tested in advance.

(Action by- Deputy Director Information Department, Ladakh)

11. **Commentators-** Information Department shall arrange commentators for rehearsals and main function and furnish the names in advance to the office of Divisional Commissioner, Ladakh.

(Action by- Deputy Director Information Department, Ladakh)

12. **Preparation of Invitation Cards-** In view of guidelines of MHA participation in the function shall be by invitation only. The Advisor therefore directed that Divisional Commissioner should send invitation to eminent persons including elected representatives, armed forces personnel, Covid-19 warriors like doctors, health workers, sanitation workers etc. as per the number which can be accommodated in the pavilions following social distancing norms. The Divisional Commissioner shall interest the responsibility of delivering the invitation card to a senior officials. The Deputy Commissioner, Kargil who participated through Video Conferencing was also instructed to ensure similarly strict compliance of guidelines of MHA.

(Action by- Div. Commissioner Ladakh/DC Kargil)

13. **Speech-** The draft speech for Hon'ble Lt. Governor shall be prepared by Secretary to Hon'ble Lt. Governor by 10<sup>th</sup> January 2021. The copy of the speech will be printed and distributed to the guests at the venue.

(Action by –Secretary to Hon'ble Lt. Governor)

14. **Reception Committee:-** The Divisional Commissioner, Ladakh shall constitute the reception committee for ensuring proper reception of the dignitaries.

(Action By: Divisional Commissioner/Secretary Ladakh)

15. **(A) Seating arrangements:** - The DC, Leh and Joint Director, Hospitality and Protocol shall ensure availability of adequate Sofa Sets/ Shamiyana and decorations at the venue and finalize the seating plan strictly in conformity with the social distancing norms in close coordination with Divisional Commissioner, Ladakh, ADGP, Ladakh and SE PWD (R&B).

**(B) Decoration:-** The Public Work Department in co-ordination with Police Department and Handloom/Handicraft Department shall ensure the flower and flag decoration at the venue.

**(C) Nodal Officer:-** The Divisional Commissioner shall nominate Nodal Officer for supervision of various activities. One officer should be nominated for supervising arrangements and conduct of proceedings at the stage.

**(Action by- Div. Com. Ladakh/ ADGP/DC, Leh/Jt. Director, H&P/ SE (R&B))**

16. **Air show by Indian Air Force:-** The Indian Air Force agreed to organize a fly past during the main function at Leh. DC, Leh shall arrange rose petals to be used by the Air Force in the fly past.

**(Action by:- DC, Leh/Air force Commanding Officer)**

17. **Arrangement of Dais and the National Flag-** The Superintending Engineer, R&B will arrange the Dais, which should be covered. The National Flag will be arranged by DC, Leh and ADGP Ladakh will arrange trained persons to organize the unfurling of the National Flag. ADGP Ladakh will also make arrangements for security at the dais for the VVIP. A proper podium with the National Emblem will be arranged by DC Leh & SE PWD (R&B).

**(Action by- ADGP, Ladakh /DC Leh /SE R&B).**

18. **Traffic Arrangements-** ADGP, Ladakh shall identify parking places at the venue of function in consultation with Deputy Commissioner, Leh and ensure smooth arrangement in compliance of COVID-19 preventive measures.

**(Action by ADGP Ladakh/DC, Leh)**

19. **Control Room:-** The SSP Leh shall set up a control room with representation from all forces before and during the event.

**(Action by: SSP Leh).**

20. **Medical Facility:-** The Director, Health and Medical Education Department shall ensure small hand sanitizers, supplementary masks and setting up of Medical facilities in and outside the venue of the function and also keep available required no. of Critical Care Ambulances fully equipped with medical teams. The DC, Leh shall install contact less sanitizers on sides of the pavilion. **Arrangements will be made for Thermal Scanning of all invited guests/ participants.**

**(Action by- DC, Leh/ DC Kargil and Director, Health Services, Ladakh)**

21. **Barricading at Venue of function:-** The PWD (R&B) Dept. shall ensure erection of firm barricades in and outside the venue in consultation with ADGP, Ladakh. All entry and exit points will be finalized in line with the Covid-19 preventive measures.

(Action by:- ADGP Ladakh/ SE, PWD (R&B))

22. **Drinking Water:-** The PHE Department shall ensure availability of potable water at the venue and keep Water Tankers, Water dispensers and paper cups on standby at the identified locations in consultation with Divisional Commissioner Ladakh.

(Action by:- Chief Engineer, PHE).

23. **Sanitation:-** The DC, Leh in coordination with Municipal Committee, Leh shall ensure cleanliness in an around the venue of function. Besides installation of Mobile Toilets, Municipal Committee Leh shall also ensure sanitation of all toilets in and around the venue.

(Action by:- DC, Leh/ Municipal Committee, Leh).

24. **Fire fighting arrangement:-** The Fire and Emergency Services Department shall ensure availability of adequate number of Fire Tenders at the venue of function.

(Action by:- ADGP, Ladakh)

25. **Security Passes:-** The Divisional Commissioner, Ladakh shall furnish the list of VVIPs/ VIPs/ Invitees/ employees/ persons to ADGP, Ladakh, well in advance and the invitation cards shall also be used as security passes after the list is confirmed by ADGP, Ladakh.

(Action by:- Divisional Commissioner, Ladakh/ ADGP Ladakh)

26. **Cultural Programme:-** The DC Leh/ Kargil/ Cultural Academy/ YSS Department/Information Department shall in view of COVID-19 guidelines conduct inter school, inter college debates on digital platform, centered around patriotic and nation building themes. The names of the winners of the said contests may be announced on the day of function.

The Commissioner/Secretary Culture Department shall ensure that Cultural Academy showcase a limited number of cultural items with strict observance of social distancing .

(Action by:-Commissioner /Secretary Culture Department/ DC, Leh/Kargil/Spl. Officer Culture Academy Leh & Kargil/A.D. Information, Leh & Kargil).

27. **Webcast:-** Due to the need for strict observance of Covid-19 related preventive measures, the Advisor directed the DC Leh that the entire function be webcast and adequate publicity be given in this regard well in advance.

(Action By: - DIO, NIC, Incharge officer Doordarshan Leh/AIR, Leh)

28. **Event wise Booklet:-** The Divisional Commissioner, Ladakh shall prepare of booklet giving details of the participating contingents etc. in the Republic Day functions for circulation to the Guests on the day of function.

(Action by :- Divisional Commissioner, Ladakh)

29. **Liaison Officers:-** The General Administration Department shall appoint the liaison/duty officers for the Republic Day celebration, 2021 and place their services at the disposal of Divisional Commissioner, Ladakh.

(Action by:- Commissioner/Secretary, GAD/ Div. Com. Ladakh).

30. **Prizes:-** The respective Deputy Commissioners shall finalize the names of prize winners. The Assistant Director, Information, Leh shall arrange prizes/ mementoes and ensure that the same are given to the winners after the function. Only the names of the winners be announced on the occasion.

(Action by- Div. Com. Ladakh/DC Leh/ A.D. Information, Leh).

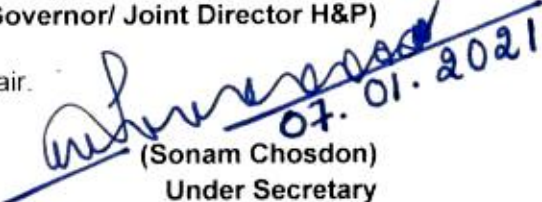
31. **Overall coordination and Review:-** The Divisional Commissioner, Ladakh shall be responsible for overall coordination of the 72<sup>nd</sup> Republic Day Celebrations in coordination with the Armed Force/ Police/ other institutions.

(Action by Div. Com. Ladakh)

32. **At Home:-** The Secretary to Hon'ble Lt. Governor, Ladakh shall finalize the venue and list of invitees for the "At Home" function to be hosted by the Hon'ble Lieutenant Governor, Ladakh.

(Action by –Divisional Commissioner, Ladakh/ ADGP, Ladakh/ Secretary to Hon'ble Lt. Governor/ Joint Director H&P)

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

  
07.01.2021  
(Sonam Chosdon)  
Under Secretary  
General Administration Department

**Copy to :-**

1. All Administrative Secretaries, Civil Secretariat, Ladakh.
2. Divisional Commissioner, UT Ladakh.
3. Additional Director General of Police, Ladakh.
4. Secretary to Hon'ble Lt. Governor UT of Ladakh for information of Hon'ble Lt. Governor.
5. Deputy Commissioner/CEO, LAHDC, Leh/Kargil.
6. DIG, ITBP/ Station Commander, Indian Army, Leh.
7. Air Officer Commanding 21 Wing, Air Force Station, Leh.
8. Senior Superintendent of Police, Leh/Kargil.
9. All Directors/ Chief Engineers/ Registrar, UOL, Ladakh.
10. Director, Doordarshan & Station Director, AIR, Leh Ladakh.
11. Deputy Director, Information Department, Ladakh for vide dissemination in all mediums of information.
12. District Informatics Officers, NIC, UT Ladakh for uploading on UT website.
13. OSD/ Private Secretary to Hon'ble Chief Executive Councilor, LAHDC's, Leh/Kargil for information of Hon'ble CEC's.
14. Private Secretary to Advisor to Hon'ble Lt. Governor for information of the Advisor to Hon'ble Lt. Governor Ladakh.
15. Private Secretary to Hon'ble Member of Parliament, UT Ladakh for information of Hon'ble Member Parliament.
16. Office /e-office file.

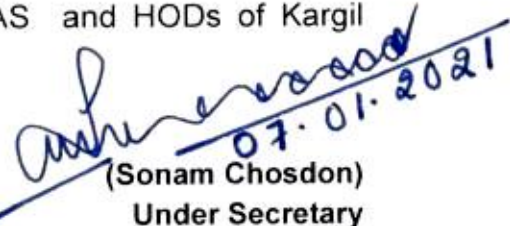


## ANNEXURE

**List of Participants present in the preparatory meeting chaired by Sh. Umang Narula, IAS, Advisor to Hon'ble Lieutenant Governor on 28.12.2020 to review the arrangements for 72<sup>nd</sup> Republic Day celebrations on 26<sup>th</sup> January 2021.**

Commissioner/Secretary GAD, Rigzin Sampheal, IAS; Secretary Law Department, Preet Pal Singh, IFS; Secretary to HLG Ravindar Kumar, IAS; DIG Ladakh BS Tuti, IPS; Deputy Commissioner Leh, Sachin Kumar Vaishya, IAS ;DIG ITBP, R.K. Verma, Director Health & Medical Education Department, Dr. Phuntsog Angchuk, Director School Education, Ladakh Mumtaz Ali, KAS; Joint Director, H&P Ladakh Dr Zahida Bano, KAS; Chief Engineers, Mechanical/PHE, Ladakh Fareed Ahmad Choudhary; SE PW (R&B) Department, Leh Pradeep Kumar Sharma, Executive Officer, Municipal Committee Leh, Stanzin Rabgais, SSP Leh, Rajiv Panday, IPS; District Informatics Officer, NIC, Ladakh Phunchok Paldan, Special Officer, Cultural Academy, Leh Tsewang Paljor, Representative of Defense, Air Force, and HODs of concerned departments attended the meeting.

Secretary/ Divisional Commissioner, Ladakh, Saugat Biswas, IAS ; Deputy Commissioner, Kargil, Baseer Ul-Haq Chaudhary, IAS and HODs of Kargil district attended the meeting over video conference.

  
07.01.2021

(Sonam Chosdon)  
Under Secretary  
General Administration Department