

MOST IMMEDIATE
INDEPENDENCE DAY MATTER

No.2(8)/2017/D(Cer)
Government of India
Ministry of Defence

Room No. 1, South Block,
New Delhi, the 5th July, 2017

To

Secretary to the President
Secretary to the Vice-President
Secretary to the Prime Minister
Secretary(Coord), Cabinet Secretariat
Secretary General, Rajya Sabha Sectt.
Secretary General, Lok Sabha Sectt.
Secretaries, All Ministries/Departments of the Govt. of India
Member Secretary, NITI Aayog
Secretary, Election Commission of India
Secretary General, National Human Rights Commission
Secretary, Union Public Service Commission
Secretary, Central Vigilance Commission
Secretary, Central Information Commission
Registrar, University Grants Commission
Registrar (Admin), Supreme Court of India
Registrar (Admin), High Court of Delhi
Deputy Comptroller & Auditor General of India
Deputy National Security Adviser (Sardar Patel Bhavan III Floor)

**Subject: - Independence Day Flag Hoisting Ceremony at Red Fort
on 15th August, 2017 – Issue of invitations.**

Sir/Madam,

With reference to this Ministry's letter of even number dated 11th May 2017 on the subject mentioned above, it is informed that this Ministry has decided to issue e-Invitation during Independence Day Ceremony-2017, as a new initiative, to the following categories of Invitees who are provided seats at the Rampart of the Red Fort:-

- i. Secretaries to the Government of India and their equivalents;
 - ii. Lt. Generals and their equivalents;
 - iii. Additional Secretaries to the Government of India;
2. For the purpose of issue of e-invitation, email ID, mobile number and photograph of the officer concerned is required.

3. It is requested to send the details i.e. e-mail ID, mobile numbers separately in the prescribed format enclosed, latest by **10th July 2017**. Further, Soft copy of the details along with the photographs may also be forwarded to the following e-mail ID:-

- i. rajesh.choudhary72@gov.in
- ii. dharmendra.yadav@nic.in

4. For queries, if any, please contact D(Ceremonials), Ministry of Defence at telephone No. 23012904 or 23016547.

Yours faithfully,


(Brahmananda Srivastava)
5.7.17
Director(BR & Ceremonials)

Copy to:

D(Est.I/GpI)

- For necessary action in respect of officers of the Ministry of Defence Sectt. including Deptt. of Def. Prod., Department of Ex-servicemen welfare, Defence Finance.

Armed Forces Tribunal
West Block, R.K. Puram, New Delhi

- For necessary action in respect of officers in its offices located in Delhi/New Delhi.

CAO(Coord)

- For necessary action in respect of civilian officers of Service HQrs. and Inter Service Organisations located in Delhi/New Delhi.

Army HQrs/AG(CW-1)
Naval HQrs/DDPS(Cer)
Air HQrs/Org(Cer)
HQrs/IDS
Dte. of P&C, DRDO

- For necessary action in regard to Service Officers of lower formation located in Delhi/ New Delhi

- In respect of officers of DRDO

Copy also to:

DPR(Defence)

DG(Coast Guard)
National Stadium, New Delhi.

DGBR,
Seema Sadak Bhavan,
Naraina, New Delhi.

DGAFMS, 12, M-Block,
New Delhi.

DGQA, H-Block,
New Delhi

School of Foreign Languages
25, Lodhi Estate, New Delhi.

National Defence College,
NDC House, Thees Jan. Marg

DG, NCC WB-IV,
RK Puram.

Defence Exhibition
Organisation

Joint Cipher Bureau,
Metcalf House, Timarpur.

Kendriya Sainik Board,
WB-IV,(WG.5), RK Puram

Historical Section, MOD
WB-VIII, RK Puram

Defence Plg. Staff,
256B, South Block

IDS Institute of Defence
Studies & Analysis
1, Development Enclave, (near USI), New
Delhi 110 010

Coord Section,
DG, Defence Estates

AFFPD,
56, H-Block

Security Office,
MOD, H-Block.

CGDA,
WB-V, RK Puram

Dte of Planning and
Coordination, H-Block

Defence Institute of Fire
Research Metcalfe House,
Probyn Rd, Timarpur

DG, Resettlement,
WB-IV, WG1, RK Puram

PROFORMA

(In respect of Secretaries to the Govt. of India and their equivalent, Lt. General and their equivalent and Additional Secretaries to the Govt. of India)

(To be furnished in quadruplicate)

Ministry/Deptt. Full address & location of office

Office

Name	Designation	Date of continuous appointment in the grade (*) & place in the TOP(Article No.)	Pay Level	Basic Pay	Official address showing the place of posting	Married/ Unmarried	Residential Address	E-mail ID (preferably NIC/Govt. issued ID)	Mobile Phone number (for delivery of messages in respect of issue of e-invitation)	Photograph (to be pasted)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

(*) This is required in respect of officers of the rank of Secretaries to the Govt. of India, their equivalent and above. The details of such persons, i.e., name, designation, scale of pay/pay, Article No. and date of entry into the article of Table of Precedence may please also be furnished to MHA(Public Section) simultaneously to enable them to issue authenticated list of persons as per their position in the Table of Precedence, which will be the base for making seating arrangements.

Signature of the officer forwarding the list.

Name (in Block letters):.....

Designation:.....

Tel.No. (Office)..... (Res).....

PROFORMA

(In respect of Public Sector Undertakings/Autonomous Bodies located in Delhi)
(To be furnished in quadruplicate)

Ministry/Deptt. Full address & location of office

Office

Name	Designation	Pay Level	Basic Pay	Status of officer as equivalent to officers in the Administrative Ministry concerned.	Official address showing the place of posting	Married/Unmarried	Residential Address	E-mail ID (preferably NIC/Govt. issued ID)	Mobile Phone number (for delivery of messages in respect of issue of e-invitation)	Photograph (to be pasted)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

<p>"Certified that the status of officers indicated in Col.5 is correct"</p> <p>(Seal & Signature of Dy. Secy. in the Administrative Ministry/Deptt. concerned.) Tele:</p>	<p>Signature of the officer forwarding the list.</p> <p>Name (in Block letters):.....</p> <p>Designation:.....</p> <p>Tel.No. (Office)..... (Res).....</p>
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PROFORMA

(In respect of Chairman, Members and officials concerned with Commissions/Committees)
(To be furnished in quadruplicate)

Ministry/Deptt. Full address & location of office
Office

Name	Designation	Date of continuous appointment in the grade(*)	Pay Level	Basic Pay	Status of officer as equivalent to officers in the Admin. Ministry concerned.	Whether figuring in the Table of Precedence	Official address showing the place of posting	Married/ Unmarried	Residential Address	E-mail ID (preferably NIC/Govt. issued ID)	Mobile Phone number (for delivery of messages in respect of issue of e-invitation)	Photograph (to be pasted)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

Note: In case a person held a rank in the Table of Precedence at any time, the position held by him together, with the rank and the period may also be indicated in column (7).

(*) This is required only in respect of officers of the rank of Addl. Secy. & above.
"Certified that the status of officers as indicated in Col.No.6 is correct"

(Seal & Signature of Dy. Secy.
in the Administrative Ministry/Deptt. concerned.)
Tele:

Signature of the officer forwarding the list.

Name (in Block letters):.....

Designation:.....

Tel.No. (Office)..... (Res).....

PROFORMA

(In respect of President/Secretaries of Staff Councils)
(To be furnished in quadruplicate)

Ministry/Deptt. Full address & location of office

Office

Name & Designation	Post held in the Staff Council	Married/ Unmarried	Residential Address	E-mail ID (preferably NIC/Govt. issued ID)	Mobile Phone number (for delivery of messages in respect of issue of e-invitation)	Photograph (to be pasted)
(1)	(2)	(3)	(4)	(9)	(10)	(11)

Signature of the officer forwarding the list.

Name (in Block letters):

Designation:

Tel.No. (Office)..... (Res).....