

**GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o Commissioner & Director of
Municipal Administration,
T.S, Hyderabad.

C I R C U L A R

Cir.Roc.No.451950/2022-F1, Dt.28.08.2023

Sub:- Mpl Admn Dept - Closing ceremony of Swatantra Bharata Vajrotsavalu on 01.09.2023 at HICC, Hyderabad - Certain Instructions Issued - Reg.

Ref:- Govt.Memo. No. 156/CA/2023 , Dt: 26/08/2023 of Youth Advancement, Tourism & Culture (CA) Dept.

The attention of the MCs of all ULBs (Except GHMC) are invited to the ref. cited, wherein the Govt. has issued minutes of the meeting headed by Prl.Secy to Govt., YAT&C Dept. on 25/08/2023 at HICC with regard to closing ceremony of Swatantra Bharata Vajrothsavalu.

2. Further it was informed that, the closing ceremony of Swatantra Bharata Vajrothsavalu is scheduled on 01.09.2023 at HICC, Hyderabad from 2.00 PM to 5.00 PM.

3. In this regard, the MCs of all ULBs (Except GHMC) shall follow the instructions issued hereunder for ensuing the participation of the Elected Representatives (Mayors and Chairpersons) from their ULBs:-

- 1) The Mayors and Chairpersons shall be invited to participate in the event.
- 2) The District Head Quarter Commissioner, shall act as Liason Officer and coordinate with concerned District Collector, for arrangements of buses and see that all the Chairpersons shall attend the program in their allotted buses. Mayors can attend the program through their official vehicle.
- 3) Participants shall be issued ID cards in the template enclosed to this circular and blue colour neck straps shall be provided to the ID cards by the District Collector concerned.
- 4) The invitation cards and car passes may be collected from District Collectors concerned.
- 5) The MCs shall coordinate with State Nodal Officer (V.Sainath, Assistant Director, Mobile No:- 9515109962) or concerned Team Members for any queries.

S. No	Name of the Official & Designation (Sri)	Contact No
1	J.Pavan Kumar, Superintendent	9391054242
2	G.D.Malikarjun Rao, Superintendent	9989994966
3	N.Vishal Raj, Superintendent	8019057194
4	M.Praveen Kumar, Senior Assistant	8143385147
5	V.Shekhar, Senior Assistant	9491616600
6	T.Vikram Teja, Senior Assistant	9618227728

4. Therefore, the MCs of all ULBs (Except GHMC) are hereby instructed to plan carefully for ensuing the arrival of all the participants in time at the venue and to take up all the activities mentioned above and also any other activities instructed by the District Collectors concerned without fail & the RDMA's of Hyderabad and Warangal Regions shall ensure that all the Mayors/ CPs attend the event without fail and also furnish the details no.of CPs / Mayors attending the event in the format enclosed (Annex-A) & Attendance of the Dignitaries.

Encl:- 1. Govt Memo.
2. Annex-A.
3. Template ID Card.

**Sd/- Pamela Satpathy, IAS
Director of Mpl. Admn.**

To

The MCs of all ULBs in the State (Except GHMC).

Copy to all the Mayors & Chairpersons of the ULBs. (Through MCs concerned).

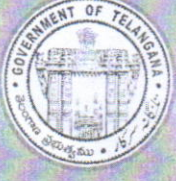
Copy to the RDMA's of Hyderabad & Warangal Regions for necessary action. (w.e.)

Copy to all the AC LBs (except Hyderabad and Mulugu Districts) in the State for information and necessary action.

Copy to all the Collectors and District Magistrates in the State (except Hyderabad and Mulugu Districts) for information and necessary action.

Copy submitted to the Special Chief Secretary to Government MA & UD, TS Department for favour of information.

for Director of Mpl. Admn.
29/8
[Signature]



GOVERNMENT OF TELANGANA
ID Card
Swatantra Bharatha Vajrostavalu
(Closing Ceremony)
Venue: HICC, Hyderabad,
Date: 01-09-2023



Name :

Designation :

Name of the ULB :

Name of the District :

District Collector

[illegible][illegible]

GOVERNMENT OF TELANGANA
YOUTH ADVANCEMENT, TOURISM & CULTURE (CA) DEPARTMENT

Memo.No.156/CA/2023

Dated:26-08-2023

Sub:- YAT&C (CA) Department - The coordination meeting held on closing ceremony of Swatantra Bharata Vajrotsavalu by the Principal Secretary to Government, YAT&C Dept., on 25.08.2023 at 12.00 noon The minutes of the meeting communication - Regarding.

Ref:- Government Memo No.156/CA/2023, YAT&C Dept.,22.08.2023.

-x-

Attention is invited to the reference cited.

2. The minutes of the coordination meeting held on closing ceremony of Swatantra Bharata Vajrotsavalu by the Principal Secretary to Government, YAT&C Department, on 25.08.2023 at 12.00 noon at HICC are communicated herewith for taking necessary action in this regard.

Sd/-

SHAILAJA RAMAIYER
PRINCIPAL SECRETARY TO GOVERNMENT

To

The Special Chief Secretary to Government, MA&UD Department.
The Special Chief Secretary to Government, Energy Department.
The Principal Secretary to Government, Home Department.
The Principal Secretary to Government, PR&RD Department.
The Principal Secretary to Government, Medical & Health Department.
The Secretary to Government, TR&B Department.
The Secretary to Government, General Administration Department.
The Secretary to Government, Agriculture and Cooperation Department.
The Director General of Police, Telangana State.
The Commissioner of Police, Cyberabad.
The Additional Director General, Law & Order.
The Director General, Fire Services Department.
The Managing Director, TSRTC.
The Commissioner & Director of Municipal Administration (CDMA)
The Director, Municipal Administration.
The Director, I & PR Department.
The Director, Department of Culture.
The Managing Director, HMWSSB.
The Commissioner, GHMC.
The Commissioner, Agriculture.
The District Collector, Ranga Reddy District.
The Metropolitan Commissioner, HMDA.
The VC & MD, TSIC.
The General Manager, HICC, Hyderabad.
M/s. MARC7 (Event Manager)

Copy to:

The PS to Chief Secretary to Government.
The PS to Principal Secretary to Government, YAT & C Department.
SF/SC

//t.c.f.b.o//

N. madhavi
SECTION OFFICER

**MINUTES OF THE COORDINATION MEETING HELD ON CLOSING
CEREMONY OF SWATHANTRA BHARATHA VAJROTSVALU BY THE
PRINCIPAL SECRETARY, YAT&C DEPARTMENT HELD AT HICC ON
25-08-2023 AT 12.00 NOON**

Members Present:

1. Smt. Shailaja Ramaiyer, IAS, Principal Secretary to Government, YAT&C Dept.
2. Sri Avinash Mohanty IPS., Addl C.P Hyderabad
3. Sri Sunpreet Singh IPS., Addl I.G.(L&O), DGP Office
4. Sri J.S.K.Shameer, IPS., Addl. DCP, Cyberabad
5. Smt Sonibala Devi, IFS., Spl Secretary, HM&FW
6. Sri. Narasimha Reddy, IAS., MD, TSIIIC
7. Sri G.Sandeep, IPS., DCP, Madhapur
8. Dr.Narsimha Reddy, IPS., Addl DCP Madhapur Zone, Cyberabad
9. Smt Prathima Singh, IAS., Additional Collector (LB) Ranga Reddy.
10. Sri G.V.Narayana Rao, Additional Director, State Fire Services Dept.,
11. Sri B.Harinath Reddy, Regional Fire Director, State Fire Services Dept.,
12. Sri M Rajgopal, Dy. Secretary to Government , Home Department
13. Sri V Madhusudan, CEO, TSIIIC
14. Sri Mamidi Harikrishna, Director, Department of Culture
15. Sri D. John Samson, Addl Director , MAUD
16. T Krishna Mohan Reddy, Joint Director, Municipal Administration
17. Sri P.V. Muni Sekhar, Executive Director, (Operations) TSRTC
18. Sri P Jeevan Prasad, Chief Traffic Manager, TSRTC
19. Sri K.Vijaya Kumar, Addl. Director, Agriculture
20. Sri P Venkanna, SE, TSSPDCL
21. Sri P.Srinivas, ACP Madhapur
22. Sri.P Ravinder, Deputy Commissioner, (PR)
23. Sri P Rama Rao, Deputy Commissioner, (PR)
24. Sri B.Vamshi Krishna, Deputy Commissioner, Chandanagar
25. Sri Y.Venkateswarlu, Dy Director , I&PR Department
26. Sri S.Sreedhar Reddy, District Fire Officer, Ranga Reddy District
27. Sri B Karthik, Asst. Secretary, GA(Poll) Dept
28. Sri N.V.Ramana, SI, Police Dept, Madhapur
29. Sri P Narender, Sub Inspector, Madhapur Zone.
30. Sri G.Narsaiah, SHO, Traffic Madhapur
31. Sri N Tirupathi, Inspector of Police , SHO, Madhapur
32. Dr. Vahiya Hussain, Medical Officer , Rep. DHMO

At the outset, The Principal Secretary to Government, YAT&C Department undertook a detailed inspection of the HICC Halls (Venue of the program) along with all Officers concerned.

THE FOLLOWING ARE DEPARTMENT WISE ACTIVITIES TO BE TAKEN UP:

- 1) The MD, TSIIC briefed the entire arrangements and agreed to take up the following in addition to the earlier agreed works as detailed below:
 - Reservation of sufficient parking space at HITEX halls
 - Preparation of 2000 packed lunch and 3000 tea & snacks for the support staff working during the programme.
 - HI.tea to be provided at HICC for 3500 pax.

(Action :: VC & MD, TSIIC & GM, HICC/Novotel.

- 2) The Director, Department of Culture was informed to
 - a. Perform full dress rehearsal of the cultural programmes along with artists at Ravindra Bharathi on 31-08-2023.
 - b. Perform rehearsal during the visit of Chief Secretary to Government with main artists along with the crew / support staff of artists scheduled to be held on 31-08-2023.
 - c. Ensure that there is no lag between performances.
 - d. All the cultural artists along with the support staff to assemble at the venue (HICC) by 9.30 AM on 01-09-2023.

(Action :: Director, Department of Culture).

- 3) The Secretary to Government, GA Department was informed to take up:
 - a. Printing and Distribution of Invitation cards to Council of Ministers, MPs, MLAs, MLCs, Chairpersons, Advisors, AIS Officers, etc.,
 - b. Seating arrangements at the venue and Protocol Arrangements in HICC
 - c. Designing of a template of identification cards (ID) for the visiting delegates from PR&RD and CDMA Departments and share.
 - d. Finalize the total number of chairs to be arranged on Dias

(Action :: Secretary, GAD).

- 4) The Additional CP, Law and Order, Cyberabad confirmed to take up:
 - a. Providing adequate Safety & Security arrangements at the venue
 - b. Traffic Management & Parking arrangements at the venue
 - c. Flag hoisting arrangements in coordination with R&B Dept.,
 - d. Deployment of Police Band and Police Salute/ Guard of Honor
 - e. Printing and distribution of Duty Pass for the officials working on duty during the program.

(Action :: Addl.C.P. L&O, Cyberabad).

5) Other Departments :-

- a. I&PR Department to ensure Live Telecast; Screening of Film; and certification of Podiums; Audio systems; Mike arrangements etc.,
- b. R&B Department to certify Stage inside HICC, Flag Poles, Stage for Police Band Out Side HICC
- c. Fire Services Department & Energy Department to certify electrification and other fire safety systems

6) Fire Services Dept., has confirmed for Deployment of Fire extinguishers & rescue teams at the HICC

7) HMWSSB to ensure supply of drinking water at Hitex for the support staff (3000 Nos.) throughout the day.

(Action :: MD, HMWSSB).

8) The Commissioner, GHMC to take up:

a. Deployment of Mobile toilets for men and women near all parking areas.

b. Showcasing of SBV hoardings / pillar boards at medians in coordination with HMDA across the roads leading from Begumpet to HICC and Airport to HICC.

c. To take up Sanitation in HITEX to HICC approach roads

d. Placing of adequate plants and green tree pots

e. To mobilize local body representatives ie., GHMC Corporators, etc.,

(Action :: Commissioner, GHMC).

9) Energy Department has confirmed to provide uninterrupted power supply at HICC

10) Health Medical & Family Department has confirmed to provide First Aid facility / Emergency Medical arrangements with Ambulance at HICC

11) Information & Public Relations Department was requested to take up:

a) Ensuring of Live Telecast of the entire program

b) Inviting National and local media (both print & electronic) to the venue

c) Screening of film by Sri. Dulam Satyanarayana

d) Address of Chief Secretary

e) Address of Hon'ble Chief Minister

f) Distribution of invitation cards to Press

12) The Transport Department (TSRTC) has confirmed to arrange for transportation of invitees from the Districts in coordination with the PR Department; CDMA and District Collectors.

(Action:: VC&MD, TSRTC).

13) Hyderabad Metropolitan Development Authority has confirmed to take up Theme based Promotion & Advertisement in Pillar drop downs; road medians leading to HITEX & HICC in coordination with I&PR Department

(Action:: MC, HMDA).

14) The Panchayat Raj Department has confirmed to mobilize invitees (ZPTCs, MPPs, ZP Chairpersons, etc.,) in coordination with the District Collectors and to ensure that the invitees reach the venue on time.

(Action :: Prl. Secretary, PR Department)

- 15) The Commissioner of Municipal Administration to mobilize concerned invitees (Municipal Chairpersons / Mayors) and to ensure that the invitees reach the venue on time.

(Action :: CDMA)

- 16) The Agriculture & Marketing Department to mobilize concerned invitees (Chairpersons, DCCB, DCMS, Ruthu Bandhu Samithi coordinators) and to ensure that the invitees reach the venue on time.

(Action :: Secretary / Commissioner of Agriculture Department.)

- 17) The TR&B Department to monitor and supervise the setting-up of Stage / Dias Inside HICC, flag pole for flag hoisting outside HICC, stage for the police band in coordination with the event manager.

(Action :: Secretary, TR&B Department.)

- 18) The District Collector, Ranga Reddy was assigned to deploy sufficient staff ie., MROs, Thasildars, etc., and to ensure that the protocol arrangements are followed.

(Action :: District Collector, RR District).

- 19) MARC7 the Event Managers and GM, HICC/Novotel to work in close coordination with all the stake holders and ensure fool proof arrangements.

(Action :: MARC7 and GM, HICC/Novotel)

The meeting concluded with the remarks of the Principal Secretary to Government, YAT&C Department requesting all departments connected to work in close coordination and make the Closing Ceremony of Swathantra Bharatha Vajrotsavalu on 01st September 2023, a GRAND SUCCESS.

Sd/-

**PRINCIPAL SECRETARY TO GOVERNMENT,
YAT&C DEPARTMENT**