

दिल्ली विकास प्रधिकरण
DELHI DEVELOPMENT AUTHORITY
(WELFARE SECTION)

Sub: Celebration of 78th Anniversary of India's Independence Day in DDA.

In connection with celebration of 78th Anniversary of India's Independence, the **National Flag Hoisting Ceremony will be held on 15th August, 2024 at 10:05 A.M., 'A' Block, Vikas Sadan** and the same shall be presided over by the Worthy Vice-Chairman, DDA. A circular no. F1(8)08/Welfare/DDA/152 dated 26.07.2024 has already been issued in this regard separately.

On this occasion, the following arrangements may be done by the respective Officers/Offices:

Sr. No.	Items/arrangements required	To be arranged by
1.	Water proof tent, requisite chairs, carpeting and cleanliness of the surrounding area etc.	Executive Engineer, SMD-IV, Vikas Sadan
2.	Arrangements of sound system, mike & podium and other electrical equipment etc.	Executive Engineer, ELD-11, Vikas Sadan
3.	Floral decorations etc.	Dy. Director (Hort Divn.-6)
4.	Preparation of speech on behalf of Hon'ble VC/DDA and arrangements of Photography/Videography etc.	Director(PR)
5.	Security arrangements and National Flag Hoisting & Guard of Honour etc.	Chief Security Officer
6.	Medical facility	Dr. Devi Durga Das, Consultant Doctor, DDA Dispensary Cell
7.	Arrangement for refreshments, banners etc.	Welfare Section

All the aforementioned Officers/Branches are therefore required to take immediate necessary action on top priority basis.

This issues with the approval of the Competent Authority.

(SURINDER KUMAR)
Deputy Director (IR&SW)

Computer No.:16903

U.O. No. F1(8)08/Welfare/DDA/

Dated:

Copy forwarded to:

1. Chief Engineer (South Zone), DDA; for kind information and necessary action.
2. P.S. to Hon'ble VC, DDA; for information please.
3. P.S. to Commissioner (Pers.), DDA; for information please.
4. P.S. to Commissioner-Cum-Secretary, DDA; for information please.
5. Director (Personnel)-I & II, DDA; for information please.
6. Director (PR), Vikas Sadan, DDA.
7. Dy. Director (Hort.) Div.-6 South East, Vikas Minar.
8. Ex. Engineer, SMD-IV, Vikas Sadan, DDA.
Ex. Engineer (Elect.) Divn. 11, Vikas Sadan, DDA.
9. Chief Security Officer, DDA.
10. Sh. Kush Kumar Jyoti, AD, Welfare; for making necessary arrangements of refreshments.
11. All the Welfare Officers/Inspectors are directed to attend the said function on 15.08.2024 at Vikas Sadan and extend necessary assistance for organizing the function.
12. Dr. Devi Durga Das (Allopathy) Consultant Doctor, DDA Dispensary Cell, Vikas Sadan; with the request to provide medical facility by 09:00 AM sharp on 15.08.2024 at Vikas Sadan.


Deputy Director (IR&SW)