



حکومت جموں و کشمیر

## **Divisional Commissioner Kashmir, Srinagar**

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**Subject:** Minutes of the meeting held under the Chairmanship of Divisional Commissioner, Kashmir on 06-08-2018 regarding "AT HOME" function to be held in connection with Independence Day-2018 celebrations.

A meeting under the Chairmanship of Mr. Baseer Ahmad Khan, IAS, Divisional Commissioner, Kashmir was convened on 06.07.2017 at 04.00 P.M. at SKICC, Srinagar to finalize the arrangements regarding "AT HOME" function to be held in connection with the Independence Day, 2018 celebrations.

The following officers participated in the meeting:

1. Inspector General of Police, Traffic, J&K Srinagar
2. Inspector General of Police, Kashmir Zone, Srinagar.
3. Deputy Commissioner, Srinagar
4. Director, Information, J&K Srinagar
5. Director, Hospitality & Protocol, J&K, Srinagar
6. Commissioner, Srinagar Municipal Corporation, Srinagar
7. Director, Floriculture, Kashmir
8. Additional Secretary, Governor's Secretariat, Raj Bhavan, J&K Srinagar
9. Vice Chairman, J&K LAWDA, Srinagar.
10. Senior Superintendent of Police, Srinagar
11. Senior Superintendent of Police, Traffic (City), Srinagar
12. Director, SKICC, Srinagar

While initiating the deliberations, the Chair informed that the Hon'ble Governor will host the "AT HOME" function in connection with the Independence Day, 2018 celebrations, as such, no laxity shall be tolerated in making the function a grand success.

After threadbare discussions, the following decisions were taken:-

### **Venue/time of function:**

The function will be held in the lawns of SKICC at 4.00 P.M. and in case of bad weather conditions, the function will be held in the main hall of SKICC.

(Action by: Dir., SKICC, Sgr)

### **Security Arrangements:**

Police Department and other security agencies will make adequate and fool proof security arrangements in and around the venue of function. The Police Department will prepare a comprehensive security plan well in advance for the purpose. The entry of the guests will strictly be as per invitation cards. Besides, SSP, Security will identify safe room for the Guests as per the SOP. Magistrates will be deployed by District Magistrate, Srinagar



as per past practice at and outside the venue of function as per the requirement of SSP Security.

(Action by: DC, Sgr/SSP Security)

**Decoration of the venue:**

Director, Floriculture, Kashmir in consultation with SSP, Security shall make necessary arrangements for decoration of the lawns of SKICC, Srinagar. Arrangements for decoration of the main hall, in case of bad weather, shall also kept in place. Besides, Director, Floriculture, Kashmir shall also arrange bouquets for the reception team for presenting it to the Host/ Hon'ble Governor.

(Action by: SSP, Sec., Kmr/Dir. Floriculture, Kmr/Dir., SKICC)

**Power Supply:**

Chief Engineer, EM&RE, Kashmir will ensure uninterrupted supply of electricity to the venue on the day/time of function. Besides, DG set shall be kept on stand-by to meet the requirement of electricity in case of breakdown. The DG set be installed at an appropriate place in consultation with SSP, Security, Kashmir.

(Action by: SSP, Sec./CE, EM&RE, Kmr/Dir., SKICC)

**Water Supply:**

Chief Engineer, PHE, Kashmir will ensure uninterrupted water supply to the venue on the day of function. Besides, a tanker shall be kept on stand-by to meet the requirement of water in case of any breakdown. The tanker be installed at an appropriate place in consultation with SSP, Security, Kashmir.

(Action by: SSP, Sec./CE, PHE, Kmr/Dir., SKICC)

**Sanitation:**

Commissioner, SMC, Srinagar will conduct a special sanitation drive in and around the venue of function. VC, LAWDA will conduct special de-weeding drive around the waters of SKICC. He will also ensure lifting of the weeds, if any, dumped on the shores/banks of Dal lake well before the day of function.

(Action by: Commr, SMC/VC, LAWDA/Dir., SKICC)

**Transport arrangements:**

MD, SRTC will keep available high end medium vehicles (15 seater) at Botanical garden, Royal Springs Golf Course for ferrying the guests. Besides, vehicles shall be kept available at Press Enclave for ferrying the journalists.

(Action by: MD, SRTC)

**Parking Arrangements:**

Sr. Superintendant of Police, Traffic (City), Srinagar will identify parking space at the venue of function in consultation with Deputy Commissioner, Srinagar and Sr. Superintendant of Police, Security, Kashmir.

(Action by: SSP, Sec/SSP Traffic (City))



**Medicare facility:**

Director General, Health Services Kashmir will also depute specialist doctors/ paramedical staff along with the ambulance at the venue of function. Besides, blood group of the VVIP be kept readily available.

(Action by: DG, HSK)

**Fire Fighting arrangements:**

The Fire and Emergency Services department will ensure availability of adequate number of fire tenders at the venue of function.

(Action by: Dir. F&E Services/Dir., SKICC)

**Security Passes:**

Health/SMC/EM&RE/PHE/Hospitality & Protocol and other departments associated with making necessary arrangements at the venue of function shall furnish the names of employees/ persons to Sr. Superintendent of Police, Security Kashmir well in advance enabling him to issue necessary security passes in their favour so that they are able to carry out their duties in a hassle free manner. Director, Information, J&K will share the list of the journalists to be invited for "AT HOME" with SSP, Security, Kashmir

(Action by: DG, HSK/ Dir. Inf/Commr. SMC/VC, LAWDA/ CE, PDD/PHE/Dir. H&P/SSP Security/)

**Media:**

Information Department shall install PAS/Mic system at the venue of function and sufficient number of seats be arranged/placed for the media at the venue in case of press briefing by the Hon'ble Governor.

(Action by: Dir., Inf/Dir., SKICC, Sgr)

While culminating the meeting, Divisional Commissioner, Kashmir directed all the participants to keep close coordination with each other and share contact Nos. to avoid any communication gap in making arrangements for the event.

The meeting ended with a vote of thanks to and from the chair.

(Qazi Irfan) KAS  
Assistant Commissioner (O)  
With Divisional Commissioner,  
Kashmir

No: DivCom/Dev/I-Day/61-A/2018/ 5633

Dated: 08.08.2017

Copy to the:-

1. Chief Secretary, Govt. of J&K, Civil Secretariat, Srinagar.
2. Commr/Secretary to Government, GAD, J&K, Civil Secretariat Srinagar.
3. Inspector General of Police, Kashmir Range Srinagar.



4. Deputy Commissioner, Srinagar
5. Director General, Health Services, Kashmir
6. Director, Information Department, J&K, Srinagar
7. Director, Hospitality & Protocol, J&K Srinagar
8. Commissioner, Srinagar Municipal Corporation, Srinagar
9. Managing Director, J&K SRTC, Srinagar.
10. Director, Fire and Emergency Services, J&K Srinagar
11. Director, Floriculture Department, Kashmir Srinagar.
12. Chief Engineer, EM&RE /PHE Departments, Kashmir, Srinagar.
13. Sr. Superintendent of Police, Security, Kashmir
14. Sr. Superintendent of Police, Srinagar
15. Sr. Superintendent of Police, PCR, Srinagar
16. Sr. Superintendent of Police, Traffic, Srinagar city.
17. Director, SKICC, Srinagar
18. District Informatics Officer, NIC Srinagar for uploading on official website of Divisional Commissioner Kashmir.

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