

MINUTES OF THE DLOs' MEETING HELD ON 8TH JANUARY, 2015 AT 11:00 A.M. IN CONNECTION WITH THE UPCOMING 66TH REPUBLIC DAY CELEBRATIONS, 2015, CONVENED IN THE OFFICE CHAMBER OF DC/TAMENGLONG WITH SHRI R.H.GONMEI, IAS, DEPUTY COMMISSIONER, TAMENGLONG IN THE CHAIR.

OFFICERS/MEMBERS PRESENT:

Sl.No. Name and Designation

1. Shri T.K.Anal, CO, 5 MR
2. Shri HuriGolmei, DFO/Forest
3. Shri M. Jilla Singh, D.O. (TA & H)
4. Shri Th. Shyamkumar, DSO (Sericulture)
5. Shri M. Nabamani Singh, Principal, JNV, Tamenglong
6. Shri L. Birjit Singh, D.O. (H&SC), Tamenglong
7. Shri Joseph Pauline, ADM, Tamenglong
8. Shri L. Ragui, ASP/Tamenglong.
9. Md. Imran Khan, SDC, DC's Office
10. Shri P. Wilungbou, SDC/Tamei
11. Shri GaijinlungThaimei, AE/PHED
12. Shri Ng. Teban Singh, LDM/UBI
13. Shri N. Jotish Singh, DSWO, Tamenglong
14. Shri Namthiurai Daimei, Principal, Tamenglong College
15. Shri ChampoudaiDangmei, D.I.S. for ZEO/Tamenglong
16. Shri P. Gaikhangam, Leading Fireman, Fire Sub-Station, Tamenglong
17. Shri Kamiuthuan Kamei, Project Officer, DRDA, Tamenglong
18. Shri JiangamKahmei, Accountant, SDO/BDO-Tousem
19. Shri K.C. Huto, UDC, BDO's Office, Tousem
20. Shri TadinangPanmei, EO for DAO/Tamenglong
21. Shri Thomas Gangmei, FA/Vety for Jt. Director (Vety), Tamenglong.
22. Shri PalmeigaPalmei, DCO, Tamenglong
23. Shri L. Muhindro Singh, DYASO, Tamenglong
24. Shri M.P. Singh, Principal KV Tamenglong
25. Dr.Kh. Mani Singh, Jt/Director, DistVety Office, Tamenglong
26. Shri KikhonPamei, Edm, DeGS, Tamenglong for DIO (NIC)
27. Shri K. AchamRongmei, PO/DRDA/Tamenglong
28. Shri NamlalungGangmei, SDC/BO, DC's Office, Tamenglong
29. Shri Kajaigai, SDO/Nungba

30. Shri Dirang Gangmei, EE/DRDA
31. Shri N. Mohendro Singh, PO-I, DRDA
32. Shri K.G. Daigong, SDO/Khoupum
33. Dr. Z. Kamei, DACO, Tamenglong
34. Shri Jonamang Kamei, Acctt/UDC for DIO(I)
35. Shri Pungbatui Newme, SO, PWD, Tamenglong Division.
36. Shri G. Angamba Kabui, SDC, Tamenglong.

Welcoming the Officers and members present, DC/Tamenglong apprised that in view of the upcoming 66th Republic Day Celebrations, 2015 the meeting will focus on the work allocations to observe the National Festival in a befitting manner in the district headquarters, Sub-Divisional Offices and as well as SDC Circles in the district. Thereafter, DC also enquired for the presence of various important Officers in the meeting viz- DGM (MSPDCL), EE/PWD, CEO/TADC, CMO etc.

Before discussing on the events of the Republic Day, 2015 the meeting also reviewed the minutes of the previous DLOs' meeting.

I. **REVIEW OF DLOS' MEETING MINUTES**

1. **OC Fire Sub-Station, Tamenglong:** DC requested the 2nd OC of Fire Sub-Station Tamenglong, Mr. P. Gaikhangam to explain on the issuance of a Fire Safety Certificate but the explanation given by the officer was too brief and he was asked to make further details available in the next meeting.

/Action: OC Fire Sub-Station/

2. **DFO (Forest):** On the request of DC/Tamenglong, the DFO Shri Huri Golmei reported the status of clearance to be given by the Forest Department with regard to the construction of roads viz :- (i) Tamenglong-Khongsang road (ii) Tamenglong-Longdi Pabram Road and (iii) Bishnupur – Tuppu Road via Thangal. The user agencies are answerable for the first two roads, even though stage-1 clearance is given for Tamenglong-L.Pabram road. The copies of reports have already been submitted to DC, Tamenglong some time back in the previous year. Further, works have already started on Bishnupur-Tupul road.

3. **PHED:** DC enquired the arrangement of the PHED to tackle with the difficulties of the dry season to which the AE/PHED Shri GaijinlungThaimeistated that pumping of water from Zeilan water reserve will be started the next day. He further requested DC if uninterrupted electricity can be made available for pumping the water in the absence of which large amount of diesel will be required for running the generator.

II. **REPUBLIC DAY CELEBRATION, 2015**

DC apprised the Officers and members that, with the celebration of the Republic Day Celebrations this year it will be the 66th observation of this important National Festival. He further stated that proper work allocations are considered vital to ensure successful celebration and as usual observance of this festival will be done in the district headquarters, Sub-Divisional Headquarters and SDC Circles as well within the Tamenglong District. All the SDOs and DLOs are instructed to direct their respective staff posted in the sub-divisions to be present in their respective stations for observing the Republic Day, 2015.

1. **Overall-in-Charge/Nodal Officer:** It was unanimously decided in the meeting that Shri Joseph Pauline, ADC/ADM, Tamenglong would be the Nodal Officer/Overall-in-charge for the preparations to be done for the festival.

/Action: ADC-ADM:Tamenglong/

2. **Programme Committee:** All the five SDOs will constitute programme committees for their respective Sub-Divisions and the following officers will constitute programme committee in the district headquarters:-
 - (i) Shri L. Ragui, Addl. SP/ Tamenglong.
 - (ii) Shri Namsadai Peter, AC 5 MR
 - (iii) Shri NamlalungGangmei, SDC, DC's Office

The Programme Committee will chalk out detailed programme schedule and submit it to Md. Imran Khan, SDC/DC's Office, Tamenglong for printing and disbursement of Invitation Cards and Programme early for timely distribution to the invitees and participants. Md. Imran Khan,

SDC/Estt is also entrusted to print invitation cards for the Garden Party to be held at 5:00 p.m. in the DC's bungalow on 26th January.

/Action: Addl. SP, AC-5 M.R., SDC-BO, SDC-Estt/

3. **March Past & Rehearsals:** The CO 5 M.R. is entrusted to take the overall responsibility for rehearsals and conduct of the march past. Rehearsals will be held every day at 6:00 a.m. on 22nd, 23rd and full dress rehearsal on 24th January at the mini-stadium.

The CO 5 MR, ZEO, CEO-TADC, Principals- JNV and Tamenglong Hr. Sec. School, Tamenglong College, Civil Police (men and women) will organise march past contingents of students, police (both men and women) and MR Personnel and confirmation of the participants is to be given to the CO 5 MR before 21st January. Each contingent will not exceed 35 members. The Commandant is requested to detail 5 MR Band Party for the March Past.

The Parade Commander will be appointed by the SP/Tamenglong.

Further, the CO 5 MR is requested to provide vehicle for the JNV school students who are participating in the march past during the rehearsal and also on the main day.

/Action: CO-5 M.R., ZEO, CEO-TADC, Principals-Tml College, THSS, JNV, KV/

4. **Refreshment, Catering, Prizes:**

It is unanimously decided in the meeting that Shri K. AchamRongmei, PO/DRDA will be the in-charge to provide refreshment for the parade contingents on daily basis during the rehearsals (i.e., 21-23 Jan.)

Shri Guikhomang, Accountant-cum-Cashier (Revenue) to be assisted by Shri Kalingong (Revenue) is entrusted for arranging the refreshment during the main function.

Shri Thiusingpou Pamei, AO/DRDA and Shri Thuankamang, DA, DRDA will be jointly responsible for the catering in the Garden Party.

/Action: Shri K. Acham Rongmei, PO-DRDA, Shri Guikhomang-Actt, Shri Kalingong-Rev, Shri Thiusingpou Pamei-AO and Shri Thuankamang-DA/

5. **Fund/Budget allocation:** It is observed that the allocation of Rs.25,000/- for organising this National Festival is not sufficient to make ends meet as it is distributed evenly for all the Sub-Divisions of the district. Shri K. AchamRongmei, PO/DRDA apprised the members that throughout the years the garden party as well as money for the prizes have been financed by the DRDA. However, unlike the previous years the DRDA is falling short of funds. DC Tamenglong and Shri K. AchamRongmei, PO DRDA discussed whether MGNREGA Contingency can be released to the SDOs before the festival as the SDOs are also facing similar shortages of funds these days. However, since MGNREGA contingency cannot be released before the festival, the meeting decided to chalk out possible ways and means to provide fund for the festival.
6. **P.A. System:** The DIO (Information) is requested to arrange P.A. system to be used during the rehearsal and on the main function. DC will provide one Light vehicle for movement of the equipment.

/Action: DC-Tml and DIO (Info)/

7. **Cultural Programme:** The D.O. (TA & Hills) Shri M. ZillaSingh is entrusted to organize one Cultural Dance Troupes either from Hmar or Puimei Tribe. The Principal Tamenglong College is requested to organize one cultural troupe from the College Students. DC apprised the officers concerned that the cultural troupes stick to the original semblance of dress and costumes as ingenious as possible.

/Action: DO-TA & H, Principal-Tml College/

8. **Rewards/ Award:** DC informed all the DLOs/HoOs to submit the names with designation of their respective staff who deserve to be awarded/ acknowledged by the District Administration, Tamenglong for their extraordinary contributions in performing their duty latest by 18th January, 2015.

/Action: All DLOs/HoOs-Tamenglong/

9. **Construction of Gates:** The meeting also unanimously assigned the following departments to construct gates at the places shown against their names to mark the grand occasion.

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|--------|--------------------------|---|
| (i) | The DFO (WFD/Forest) | : Main Entrance Gate |
| (ii) | CMO | : Near Gaanphiu Press |
| (iii) | ZEO | : Main Road at ZEO Office Junction |
| (iv) | PHED | : At DC's bungalow road junction |
| (v) | DO (H&SC) and DAO (Agri) | : First Traffic Island (Bazar shed) |
| (vi) | MSPDCL | : In front of UBI |
| (vii) | DRDA | : In front of ZU building |
| (viii) | DIC of | : At J.D. Bazaar (near the resident G. Dikiyang) |
| (ix) | TADC | : Town Church Junction |

/Action: All the concerned DLOs/

10. **Seating Arrangement:** The SDO/Tamenglong is entrusted to arrange 500 or above seats at the eastern gallery of the mini stadium. The seats should be properly marked for the Chief Guest/ DLOs/Officials on one side and for the invitees/public leaders/ Village Headmen/Pensioners etc. on the other side. The seating arrangement will involve collection of sofa sets, Chairs from DYASO both for the main function and the Garden Party at DC's bungalow and safely return them after the function.

/Action: SDO-Tamenglong & Staff/

11. **DO (TA & H):** The DO (TA & H) is requested in the meeting to ensure timely delivery of Red Blankets and Sports materials to be distributed among the SDOs latest by 22nd January, 2015.

/Action: DO (TA & H)/

12. **Reception:** The Principal, Tamenglong College together with lecturers from the college will be in charge of reception. A board 'ONLY FOR INVITEES' needs be placed for public information. The team will also look after presentation of bouquet to the Chief Guest during the reception.

/Action: Principal-Tamenglong College/

13. **Garden Party:** As usual, a 'Garden Party' is organized at DC's bungalow in the evening at 5:00 p.m. on 26.1.2015 for a group of selected invitees and all the DLOs with their Officers and ranks. Md. Imran Khan, SDC/Estt will be in-charge for listing out the invitees for this Garden Party, the draft of which will be submitted to DC for approval. The Principal of Schools participating in the parade contingents and others who are utilised in the function will be invited to this party.

Shri K. Kamei, PO/DRDA pointed out that in the previous years many DLOs are found to be absent in the Garden party to which the DC requested the DLOs to ensure their participation in this year's Garden Party without fail.

/Action: Md. Imran Khan-SDC:Estt and all DLOs/

14. **Preparation of Venue:**

- (i) Construction of Pandal/Main Banner (Festoon)/enclosure with Samiana sheets/ Ground Levelling and marking with strings are entrusted to the PWD, Tamenglong.
- (ii) The CO 5 MR is entrusted to put up Color flags to be erected around the mini stadium to make the venue colourful. He is

further entrusted to arrange the National Flag with the pole and also to make the Saluting Base.

- (iii) The OC Fire Sub-Station, Tamenglong is entrusted to take up damping of the ground by evening of 25/1/2015 for which fuel will be allocated by DC/Tamenglong.

/Action: CO-5MR, OC-Fire-S/Station, EE-PWD/

15. **Comperes:** The meeting unanimously decided to appoint the following Officers/Lecturers as comperes:

- (i) Shri GuitiangPamei, Lecturer, THSS.
(ii) Shri NamlalungGangmei, SDC, DC's Office.

/Action: SDC-B.O. & Shri Guitiang (Lecturer)/

16. **Panel of Judges:** The meeting unanimously decided to appoint the following Officers/Lecturers as panel of judges:

- (I) March Past:
- Addl. SP/Tamenglong
- CO 5 MR or his authorised representative
- Shri R.K. Iken from the Bharat Scouts & Guides, Tamenglong
- (II) Gates:
- Principal, Tamenglong College
- Principal, JNV
- Principal, KV.

/Action: ASP, CO 5MR, R.K. Iken, Principals-Tml College, JNV, KV/

17. **First Aid Kits:** The CMO is requested to detail a medical team with necessary First Aid Kits during the march past rehearsal and also on the main day.

/Action: CMO-Tml/

18. **PHED:** The EE/PHED is requested to provide potable water for the march past rehearsal and on the main day as well as to construct temporary toilet at the venue.

/Action: EE-PHED/

19. **National Voter's Day:** DC requested all the SDOs to observe the National Voter's Day on 25th January, 2015. Necessary information will be given out to the schools for participation.

/Action: EO, All SDOs-Tml, TMI, Kpm, Tsm, Nba/

The meeting concluded with word or thanks from the Chair.

Sd-

(R.H.GONMEI)

Deputy Commissioner: Tamenglong district

MemoNo.DC(TML)12/RP-D/IN-C/2015: Tamenglong, the 8th January, 2015

Copy to:-

1. The Staff Officer to Chief Secretary, Govt. of Manipur, Imphal.
2. All the District Level Officers for necessary follow up action.....
3. All the Officers/Members concerned
4. File.

Sd-

(R.H.GONMEI)

Deputy Commissioner: Tamenglong district