

No.30/2//2018-Admn.(Coord.)/7
Government of India
Central Electricity Authority
(Adm. Coord. Section)

5th Floor, Sewa Bhawan,
R.K. Puram, New Delhi-110 066

Dated the, 06th January, 2022


Sub: **Republic Day Celebration, 2022- issue of invitation cards.**

The undersigned is directed to forward herewith a copy of Letter No.1(I)/29/2021/D(Ceremonials), dated 09th November, 2021 received from Ministry of Power vide their letter No.8-14/2/2021-Coord.(MoP), dated 23.11.2021 on the subject mentioned above for information and necessary action in the matter.

2. All the eligible officers of the Rank of Under Secretary and above are requested to submit their nomination for issue of invitation cards for Republic Day Celebration, 2022 in the enclosed prescribed proforma in quadruplicate **latest by 10.01.2022** to Admn.(Coord.)/Welfare Section, CEA. The same is required to be submitted to Ministry of Power for further necessary action at their end.

Encls. As above

Yours faithfully,


(Ashwani Kumar)
Section Officer(Welfare)

Copy to:

1. PS to Chairperson, CEA.
2. PS to all Members, CEA.
3. PPS to PCE-I/II, CEA.
4. PS to All Chief Engineers, CEA.
5. PS to Secretary, CEA.
6. Upload the same at CEA web portal.

PROFORMA

**(In respect of under Secretaries and above)
(To be furnished in quadruplicate)**

Ministry/Deptt. Full address & location of office
Office

Designation	Name	Date of continuous appointment in the grade (*) & place in the TOP (Article No.)	Scale of Pay (Rs.)		Official address showing the place of posting	Married/ Unmarried	Residential Address	Would opt to sit on North or South of Rajpath (**)
			Pay Level	Basic Pay				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<p>* 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.</p>								
<p>** Should not be left unfilled.</p>								
					<p>(Signature of the officer forwarding the list)</p>			
					<p>Name (in Block letters):.....</p>			
					<p>Designation:.....</p>			
					<p>Office Address:.....</p>			
					<p>Tel.No. (Office)..... (Res).....</p>			

प्रपत्र

(अवर सचिव तथा उससे उच्च अधिकारियों के संबंध में)
(चार प्रतियों में प्रस्तुत करें)

कार्यालय का पूरा पता एवं

मंत्रालय/विभाग.....
स्थान.....

कार्यालय.....

पदनाम	नाम	इस ग्रेड में निरंतर नियुक्ति की तारीख (*) एवं टेबल ऑफ प्रेसिडेंस में स्थान (अनुच्छेद नं.)	वेतनमान		तैनाती के स्थान सहित कार्यालय का पता	विवाहित/ अविवाहित	आवासीय पता	क्या राजपथ के उत्तर अथवा दक्षिण में बैठेगे (**)
			वेतन स्तर	मूल वेतन				
1	2	3	4	5	6	7	8	9
* यह केवल भारत सरकार के सचिव तथा उनके समकक्ष और इससे ऊपर के रैंक के अधिकारियों के संबंध में अपेक्षित है। ऐसे सभी व्यक्तियों के संबंध में जानकारी अर्थात् उनका नाम, पदनाम, वेतन, टेबल ऑफ प्रेसिडेंस में आने की तिथि तथा अनुच्छेद संख्या गृह मंत्रालय (पब्लिक अनुभाग) को भी भेजी जाए जिस से वे टेबल ऑफ प्रेसिडेंस में वरीयता/अनुच्छेद के अनुसार सत्यापति लिस्ट बनाकर रक्षा मंत्रालय को उपलब्ध करा सकें।			-सूची भेजने वाले अधिकारी के हस्ताक्षर नाम (स्पष्ट अक्षरों में)..... पदनाम..... कार्यालय पता..... दूरभाष सं:..... (कार्यालय)..... (आवास).....					
** खाली न छोड़ा जाए।								