



सत्यमेव जयते

भारत सरकार

Government of India

विद्युत मंत्रालय

Ministry of Power

केन्द्रीय विद्युत प्राधिकरण

Central Electricity Authority

सेवा भवन, आरके पुराम,

Sewa Bhawan : R.K.Puram

नई दिल्ली - 110 066

New Delhi - 110 066

F.No.30/3/2018-Admn.(Coord.) / 44)

Dated the, 09th November, 2022

Sub: Republic Day Reception Celebration, 2023- issue of invitation cards.

The undersigned is directed to forward herewith a copy of Letter No.8-14/2/2022-COORDINATION (MoP), dated 20th October, 2022 received from MoP along with its enclosures No. 1(I)/12/2022/D(Ceremonials), dated October, 2022 received from MoD 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 Appendix 'A' in quadruplicate **latest by 10.11.2022** 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,

(Rakesh Kumar) :

Deputy Director(P)

Copy to:

1. Sr. PPS to Chairperson, CEA.
2. PPS to all Members, CEA.
3. PPS to PCE-I & II, CEA.
4. PS to All Chief Engineers, CEA.
5. PS to Secretary, CEA.
6. Director(B&A), CEA/Dy. Secretary(Vigilance), CEA.
7. All other officers up to the Rank of Under Secretary.
8. Through Web Portal of CEA(Circular).

MOST IMMEDIATE

8-14/2/2022-COORDINATION (MoP)
Government of India
Ministry of Power

Shram Shakti Bhawan, Rafi Marg,
New Delhi, 20th October, 2022.

To,

The CMDs of all CPSUs, MoP
The Chairperson, CEA
The DGs NPTI/BEE/CPRI
The Secretary, CERC
The Registrar, APTEL

Subject:- Republic Day Reception celebration, 2023- Issue of Invitation cards.

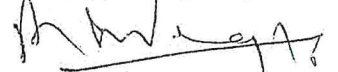
Sir,

I am directed to forward herewith a copy of letter No.1(1)/12/2022/D(Ceremonials) dated October, 2022 received from Ministry of Defence on the subject mentioned above and to request that 5 copies of the list both in (Hindi and English) containing names of eligible officers as mentioned in the aforesaid letter may kindly be sent to this Ministry for sending the same to Ministry of Defence for issue of invitation cards latest by 1st December, 2022. Rank as per Table of precedence as mentioned in para 10 of the letter may also be indicated.

2. It is also requested that a Nodal Officer may be deputed for each of the CPSUs /Organisation and the details of the officer as per the format given in MoD's letter dated 29th September, 2022 intimated to this Ministry at coordination-mop@gov.in.

Encl: As above

Yours faithfully,



(R.S. Negi)

Deputy Secretary to the Govt. of India

Copy to:

1. Under Secretary (Admn.) in respect of Ministry of Power (Main Sectt)
2. Under Secretary (R&R) in respect of CERC & APTEL.
3. Chief Engineer, NEEPCO, Delhi Office
4. BBMB Liaison Office, New Delhi
5. Resident Manager, DVC, New Delh



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>(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>								
<p>** Should not be left unfilled.</p>								

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

मंत्रालय/विभाग.....

कार्यालय का पूरा पता एवं 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 बँटोंगे (**)
			वेतन स्तर	मूल वेतन				
1	2	3	4	5	6	7	8	9
<p>* 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।</p>								
<p>** खाली न छोड़ा जाए।</p>			<p>सूची भेजने वाले अधिकारी के हस्ताक्षर नाम (स्पष्ट अक्षरों में)..... पदनाम..... कार्यालय पता..... दूरभाष सं:..... (कार्यालय).....(आवास).....</p>					



No.1(I)/12/2022/D(Ceremonials)
Government of India
Ministry of Defence

MOST IMMEDIATE

New Delhi, the October, 2022.

To

Secretary to the President
Secretary to the Vice-President
Secretary to the Prime Minister
Secretary (Coord), Cabinet Secretariat
Secretary General, Rajya Sabha Sectt.
Secretary General, Lok Sabha Sectt.
Secretaries, All Ministries/Departments of the Govt. of India
Member Secretary, NitiAyog
Secretary, Election Commission of India
Secretary General, National Human Rights Commission
Secretary, Union Public Service Commission
Secretary, Central Vigilance Commission
Secretary, Central Information Commission
Chairman, University Grants Commission
Registrar (Admin), Supreme Court of India
Registrar (Admin), High Court of Delhi
Deputy Comptroller & Auditor General of India
Deputy National Security Adviser

Subject: - Republic Day Celebrations, 2023 - Issue of invitation cards.

Sir/Madam,

As in the past, admission to the seating enclosures for Republic Day Parade and the Beating Retreat Ceremony, 2023 will be regulated partly through Invitation Cards/Admit Cards and partly through priced tickets. Invitation/admit cards will be issued only to the entitled categories. Invitation/admit cardholders will be allowed to bring children below 10 years of age, who will be seated in front on carpets. Invitation Cards are proposed to be issued through on-line (e-invitation).

2. In this regard, a dedicated Web Portal is being developed and the user details of invitees will be uploaded in the enclosed templates by the respective Nodal Officers appointed by the Ministries/Departments/Organisations. The login details of the Nodal Officers will be provided after receiving the Name and other particulars of the Nodal Officers, which have already been requested vide this office email dated 29.09.2022. After creating the user profiles of the Nodal Officers on the E-Invitation Web Portal, proper training sessions (Online/Physical) will be conducted to make the Nodal Officers aware about their role and functionality of the web portal.

3. The entitlement and procedure for issue of Invitation Cards is as under:-

Contd...2/-

REPUBLIC DAY PARADE

4. For the Republic day Parade, 2023 invitation cards will be issued to all officers of the rank of Under Secretary and above and equivalents in the Government Offices through E-Invitation Portal. A limited number of Admit cards are proposed to be issued for staff too. The soft copy of the lists of officers from Under Secretary level and above may be prepared by the respective Nodal Officer(s) appointed by the Ministries/Departments/Organizations, in the enclosed excel template (Annexure 'A'), which will be uploaded in the web portal by respective Nodal Officers after receiving the user credentials and training for operating the web portal. Ministry/Department may request through e-mail (invitationcell-mod@gov.in) for specified number of Admit cards for issuance to their appropriate staff.

BEATING RETREAT CEREMONY

5. The Beating Retreat Ceremony, 2023 will be held on 28th and 29th January. Invitation cards for the main show on the 29th January, 2023 will be issued to the dignitaries figuring in the Warrant/Table of Precedence issued by MHA, Officers of the rank of Directors and above in the Ministries/Deptts. of the Central Government, Brigadiers and above and equivalents in the Services and the dignitaries next to the Heads of Missions and Military Attaches in the Foreign Missions in India. For the 28th January show, officers of the rank of Deputy Secretary in the Ministries/Deptts of the Govt. of India/Colonel and equivalents in the Services will be invited in addition to the Ticket holders. Officers in attached/subordinate offices and other Govt. offices of the equivalent rank of Directors in Central Ministries would also be issued Invitation Cards for 28th January.

Officers in the Public Sector Undertakings/Companies/Autonomous Bodies including Nationalised Banks located in Delhi.

6. Invitation for the Republic day Parade will be issued only to senior executives of the Public Sector Undertakings/Companies/ Autonomous Bodies etc. stationed in Delhi. The soft copy of the officers' details may be prepared by the respective Nodal Officer(s) appointed by the Ministries/Departments/Organizations, in the enclosed excel template (Annexure 'B'), which will be uploaded in the web portal by respective Nodal Officers after receiving the user credentials and training for operating the web portal. In general, officers equivalent in status to that of Deputy Secretary to the Govt. of India and above only will be entitled to the Invitation cards. The responsibility to ensure that the officers whose names are being uploaded in the web portal are equivalent to Deputy Secretaries and above lies with the Nodal Officer of the sponsoring Ministry.

7. For the Beating Retreat Ceremony, invitation will be restricted only to the Chairman/Managing Directors and members of the Board of directors of the Public Sector Undertakings/Companies located in Delhi for the actual show on 29th January, 2023. For others, the invitation can be given for the show on 28th January, 2023 on request.

Contd...3/-

8. Officers of the Public Sector Undertakings etc. not located in Delhi are not eligible to be invited. However, invitation to the visiting officers of the Public Sector Undertakings located outside Delhi may be extended by the Nodal Officer of the Sponsoring ministry/Department only after approval of the concerned Joint Secretary of the Ministry/Department.

Committees and Commissions under the Central Govt.

9. Chairmen and members of the Commissions/Committees functioning under Ministries are also entitled to the invitation cards in accordance with their status. The soft copy of their particulars may be prepared by the respective Nodal Officer(s) appointed by the Ministries/Departments/Organizations, in the enclosed excel template (Annexure 'C'), which will be uploaded in the web portal by respective Nodal Officers after receiving the user credentials and training for operating the web portal.

Office bearers of Staff Councils

10. The President and the Secretaries of the Staff Councils (Not of Associations) are also entitled to the invitation cards for the Republic Day Parade. The soft copy of their particulars is required to be shared in the enclosed Excel Format only (Appendix 'D').

Earmarked/reserved seats

11. It may please be noted that officers figuring in the Warrant/Table of Precedence down to Article 22 opting to sit on the south side will be provided earmarked seats subject to receipt of their willingness to attend the function by 5.00 p.m. on 23rd January in respect of Republic Day Parade and by 5.00 p.m. on 27th January in respect of Beating Retreat Ceremony. If no such confirmation is received by the stipulated date/time, no earmarked seat will be provided and the officers will have to occupy unreserved seats in the sub-block meant for them. All other officers will be provided unreserved seats. The officers opting to sit on the North side will be provided unreserved seats in the sub-block meant for them. For officers of the rank of Joint Secretary to the Govt. of India/Maj Gen and equivalent, 50% seats will be on the North Side and 50% on the South Side. The lists may be adjusted accordingly.

Last date for uploading of users/lists in Web Portal by Nodal Officers

12. The window for uploading the user data in the web portal will be opened for 10 days after assigning the user credentials and training to the Nodal Officers, which may be extended for another 7 days only with the due approval of the concerned Secretary of the Ministry/Department or Head of the Organization as the case may be.

While compiling the list, the following points may please be taken special note of :-
Contd...4/-

- (i) A consolidated list keeping view of hierarchy in the organization/Deptt/Ministry of officers of the rank of Under Secretary and above, should be prepared as per the respective Excel Templates / Formats enclosed.
- (ii) The name of the Ministry/Deptt./Office should be indicated in each communication sent through e-mail (invitationcell-mod@gov.in).
- (iii) The names of the entitled officials working as the personal staff of the Ministers/State Ministers/Deputy Ministers may also be included in the lists.
- (iv) It may please be noted that this Ministry may not be in a position to issue invitation cards against those invitees in the lists, whose details are not provided as per the respective enclosed templates.

13. The details for issue of **Admit cards** may be sent to OSD (Invitation) in the Ministry of Defence by 25th December, 2022 positively.

Officers of PSUs/Lower formations etc.

14. The contents of this letter may be brought to the notice of their attached and subordinate offices by respective Ministries/Deptts. The details of officials from Attached/Subordinate offices should invariably be uploaded through the Ministries/Deptts. concerned. Separate lists (in the respective Excel Templates as mentioned above) should be prepared in respect of the officers in the Public Sector Undertakings/Companies and Nationalised Banks etc. located in Delhi by the Ministries/Departments concerned only. Any physical lists of such organisations received directly will not be considered.

Foreign Guests

15. Some important dignitaries/officers of the Foreign Govts. may be visiting Delhi at the time of the Republic Day as guests of Central Ministries/Deptts. and may like to witness the Republic Day Parade/Beating Retreat Ceremony. The request for issue of invitation cards for those foreign dignitaries/officers should be forwarded to this Ministry through the Ministry of External Affairs (Protocol Division). Invitation cards appropriate to the rank/status of the visitors will be issued by the Ministry of Defence as per the advice of Ministry of External Affairs (Protocol). Such requests received in the Ministry of Defence otherwise than through the Ministry of External Affairs will not be considered.

Supplementary lists

16. It has been observed that numerous supplementary lists are sent by the Ministries and other offices till the last moment. This results in avoidable additional

Contd...5/-

work on the part of this Ministry and consequent delay in issue of Invitation Cards. It may, therefore, please be ensured that supplementary lists, with complete information in the respective Excel Template, are furnished to OSD(Invitation), Ministry of Defence in one lot latest by 25th December, 2022. This Ministry may not be in a position to take any action on the lists received thereafter. A decision regarding inclusion of the name of an officer in the supplementary lists should be taken in the light of the appointment that he is expected to hold on 26.01.2023.

17. It has also been observed that some supplementary lists are received from the Ministries/Depts. Containing names etc. Of officers who join the Ministries/Depts. After the earlier list were forwarded by them. For such cases, a provision is being designed in the Web Portal for the Nodal Officer to upload the details of new incumbent for issuance of invitation card even after submission of previous data. This window for adding new user detail will be in operation till 20.01.2023. In the case of transfer of official(s), the Invitation Card(s) in respect of the officer(s) who have been transferred out of Delhi should invariably be intimated to the OSD (Invitation), Ministry of Defence by email (invitationcell-mod@gov.in).

18. Separate instructions will be issued regarding sale of tickets in due course.

NODAL OFFICER FOR EACH MINISTRY

19. To obtain / manage the data by Ministry of Defence (MoD) in respect of invitees of various Ministries/Departments/Organizations, the Nodal Officers appointed by the Ministries/Departments and their Attached / Subordinate Organizations play an important role. Accordingly, it has already been requested vide this office email dated 29.09.2022 that Nodal Officer(s) may be appointed with immediate effect and their details may be forwarded in the prescribed excel format. (Copy of the said email is enclosed for reference)

20. All correspondences/mail regarding issue of invitation cards in connection with the Republic Day Celebrations and Beating the Retreat Ceremony should be addressed to OSD(Invitation), Ministry of Defence, Opposite Canara Bank, South Block, New Delhi. It would be appreciated if the communication is preferably sent through email on invitationcell-mod@gov.in.

Yours faithfully,


(M P Gupta)
Director(Ceremonials)

Contd...6/-

Copy to :-

MEA(Procotol-III) - w.r.t. para 12 above.

D(Est.I/Gp.I), MOD - For necessary action in r/o officers of the Ministry of Defence Sectt. Including Def(Finance), Defence Production & Ex-Servicemen Welfare.

CAO(Coord), MOD - For necessary action regarding civilian officers of Service HQrs. and Inter-Service Organisations located in Delhi/New Delhi.

Dte. of PI, DRDO HQ., DRDO Bhavan.Armed Forces Tribunal, Principal Bench.

Army HQrs/DDG(Cer)	For necessary action in regard to service Officers of lower formations located in Delhi/New Delhi.
Naval HQrs/DDPS(SC)	
Air HQrs./DD Org(Cer)	
HQrs. IDS/Dir(Adm. &Coord)	
DG CG, DG QA, DG AQA, DG BR, DG NCC, DG DE	

Copy also to : OSD (Invitation), MoD