

PROCEEDINGS OF THE MEETING FOR ARRANGEMENT OF OBSERVANCE OF KHONGJOM DAY (23RD APRIL 2013) HELD ON 5TH APRIL, 2013 IN THE OFFICE CHAMBER OF DC/THOUBAL WITH SHRI T. RANJIT SINGH, IAS, DEPUTY COMMISSIONER: THOUBAL IN THE CHAIR:

MEMBERS PRESENT:- Enclosed as Annexure – A.

The Deputy Commissioner, Thoubal distributed and read out the Programme for the ensuing Khongjom Day, 2013 as follows:-

Venue	:-	<u>Khongjom War Memorial of Khebaching, Thoubal.</u>
0900 Hrs.	:-	Arrival of the Chief Guest and the President.
0905 Hrs.	:-	Laying of Floral Wreaths at Khongjom War Memorial (Hill Top).
0910 Hrs.	:-	Guard of Honour, General Salute, Reverse Arms, Sounding of Last Post, Two minutes silence, Slope Arms and Order Arms.
0925 Hrs.	:-	Laying of Floral Wreaths at Paona Brajabashi Statue.
0930 Hrs.	:-	Gun Salute at the Statue of the Paona Brajabashi.
0940 Hrs.	:-	Offering of Tarpon at Khongjom River.
0950 Hrs.	:-	Homage to the Sankirtan by VVIPs/VIPs.
1010 Hrs.	:-	Opening Song (Main Pandal).
1020 Hrs.	:-	Welcome Address by Local MLA.
1030 Hrs.	:-	Speech by the President.
1040 Hrs.	:-	Speech by the Chief Guest.
1050 Hrs.	:-	Drama (Khongjom Lal) by MDU of DIPR.
1150 Hrs.	:-	Vote of Thanks by Deputy Commissioner, Thoubal.
1155 Hrs.	:-	Closing Song.
1205 Hrs.	:-	National Anthem by M.R. Band Unit at VVIPs/VIPs Depart.

Sankirtan will start at 0830 Hrs. near the Khongjom River by the artists of Manipur State Kala Academy.

2) RECEPTION COMMITTEE:-

A Reception Committee consisting of ADM/Thoubal, SDO/Lilong, SDO/Thoubal, SDO/Kakching, BO/Rev., DC office Thoubal and BO/NA, DC office, Thoubal has been constituted for the reception and seating arrangement of VVIPs/VIPs/Invitees and general public. ADM/Thoubal will be overall in-charge of reception and seating arrangement.

The following Reception Sub-Committee(s) is/are also further constituted:

A) AT ENTRANCE OF MARTYR'S MEMORIAL (HILL TOP):

- i) District Co-Operative Officer, Thoubal.
- ii) Assistant Director (Seri), Thoubal.
- iii) DSO(CAF & PD), Thoubal.
- iv) DSWO/Thoubal.
- v) E.E.(Electricity),RED, Kakching.

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B) AT ENTRANCE OF PAONA MEMORIAL (FOOT HILL):

- i) DIO (Information), Thoubal.
- ii) DFO (Forest), Thoubal.
- iii) Joint Director (Vety), Thoubal.
- iv) DTO (Transport), Thoubal.
- v) BDO/Thoubal.
- vi) E.E. (TPD-IV), Yairipok.

C) AT ENTRANCE OF KHONGJOM RIVER:

- i) CDPO (ICDS), Thoubal.
- ii) District Agriculture Officer, Thoubal
- iii) Rice Breeder, Wangbal.
- iv) A.E. (M.I.), Thoubal
- v) Sub-Registrar, Thoubal.

D) AT ENTRANCE OF SANKIRTAN PANDAL:

- i) District Fishery Officer, Thoubal.
- ii) G.M.(DIC), Thoubal.
- iii) Principal A.C.T.C., Thoubal.
- iv) Z.E.O., Kakching.
- v) A.G.M., Khandsary Sugar Factory, Wangbal

E) AT ENTRANCE OF MAIN PANDAL:

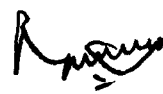
- i) DEO (Employment), Thoubal.
- ii) DYASO, Thoubal
- iii) NYC (NYK), Thoubal.
- iv) D.O.(Horti & S.C.), Thoubal.
- v) Block Development Officer, Kakching.
- vi) Zonal Education Officer, Thoubal.
- vii) District Programme Officer (ICDS), Thoubal.

3) The seats of VVIPs/VIPs/MLAs/Chief Secretary/Addl. Chief Secretary/Principal Secretaries/Commissioners/Secretaries/D.G.P./Addl. D.G.P. & Senior Police Officials/Heads of Departments/District Level Officers/Artists of the Opening and Closing Song/AIR/Press/DDK, Imphal/Medical/Invitees and General Public should be properly earmarked by display/playcards. The ADM/Thoubal, the SDO/Thoubal, Kakching and Lilong shall personally supervise this seating arrangement. The Members of the Reception Sub Committees will co-operate with the above Officers to ensure that the earmarked enclosures/seats are not occupied by unauthorized persons.

SDO/Thoubal will be responsible for collecting the latest copy of the Order of Precedence from the GAD, Manipur Secretariat.

The EE(DRDA)/Thoubal will be responsible for pasting the designation of the VVIPs/VIPs and other High Officials at the back of their respective seats/chairs.

Action:- ADM/Thoubal, SDOs/Thoubal, Lilong and Kakching, EE(PWD)/Thoubal and EE(DRDA)/Thoubal.



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4) All the members of the Reception Sub-Committees will report to the Deputy Commissioner, Thoubal at 0700 hrs. on 23/04/2013 at Kheba Chingkhong.

5) **BADGE:-** The SDC(HQ), DC's Office, Thoubal will prepare the following badges (a) Reception Committee (b) On duty (c) Executive Magistrate and (d) Car Pass.

Action :- SDC(HQ), DC's Office, Thoubal.

6) **WEL-COME GATE:-** A Welcome Banner will be hung at the Khongjom War Memorial Gate.

Action:- BO/Dev., DC Office, Thoubal.

7) The DSO(CAF & PD)/Thoubal will arrange a Mini Truck along with Driver from 10:00 a.m. of 22/04/2013 upto 23/04/2013 for transportation of materials from DC Office Thoubal to Khebaching (Tarpon Site) and back.

Action:- DSO(CAF & PD), Thoubal.

8) **SECURITY ARRANGEMENT:-** The over-all security arrangement for the celebration will be made by the SP/Thoubal. He will also arrange suitable site for car parking for VVIPs/VIPs and General public for smooth passage of traffic.

Action:- SP/Thoubal.

9) **FIRE SERVICE:-** The O.C. (Fire Service), Thoubal will provide fire tender with staff from 18/04/2013 till the function is over at the place of the function to meet any eventuality. Necessary security will be arranged by the SP/Thoubal.

Action:- O.C. (Fire Service), Thoubal and SP/Thoubal.

10) **TOILET/DRINKING WATER:-** The EE(PHED)/Thoubal will arrange proper and decent toilets in adequate numbers i.e., two near Sankirtan Pandal and two near main pandal for male and female separately for VVIPs/VIPs/General public. He will also provide sufficient numbers of mineral water bottles with three dozens of glass tumblers. He will also detail one drinking water tanker for catering to the needs of the public with adequate numbers of disposable glasses.

He shall also construct enclosure at the main entrance for Security checking of ladies in consultation with SP/Thoubal.

Action:- SP/Thoubal and EE(PHED)/Thoubal.

11) **WIDE PUBLICITY:-** The DIO(Information)/Thoubal will make wide publicity of the celebration. She will also liaise with Director, Information & Public Relations, Government of Manipur to ensure provision of sufficient P.A. System with Announcer(s) as was done last year well ahead of the celebration.

Action:- DIO(Information)/Thoubal.

12) Podium for VVIP address will be taken from DC's Office, Thoubal by EE/PWD, Thoubal to the main Pandal in time. PWD Thoubal will provide the transportation trucks.

Action :- EE/PWD, Thoubal.

13) EE(IFCD-III)/ Thoubal will arrange to clean the Khongjom river particularly the area where Tarpon will be offered and beautification of the surrounding areas and approach road under the supervision of Chief Engineer(IFCD), Imphal. He will also ensure that adequate water is available at the Tarpon Site.

Action:- EE(IFCD-III)/ Thoubal.



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14) The EE(IFCD-III), Thoubal will also develop parking area in the paddy field on southern side of the approach road to Khebaching as was done last year.

Action:- EE(IFCD-III)/ Thoubal.

15) The AE(MI), Thoubal will arrange cleaning of the area where Pujah will be performed and Tarpon will be offered as was done last year. He will also arrange for providing a small pandal for performing pujah near the Khongjom River.

Action:- A.E.(MI), Thoubal.

16) **TARPON AND SANKIRTAN MATERIALS:-** Arrangement of Tarpon and Sankirtan materials, arrangements of Brahmins and Arangpham will be made by the SDC(HQ), DC's Office, Thoubal.

Action:- SDC(HQ), DC's Office, Thoubal.

17) **MAIN PANDAL:-** The E.E.(PWD)/Thoubal will arrange construction of the Pandal with C.G.I. sheet roofing to accommodate 10,000 persons better than last year and a stage at a distance of 10 feet from the Pandal. He will also construct a smaller C.G.I. sheet roofed Pandal to accommodate 1,000 persons for performing Sankirtan with Namabali and Phijang. A Shamiana is also to be erected nearby for P.A. system, Arangpham etc.

The construction of Pandal and stage should be completed latest by morning of 22/04/2013 to ensure that every preparation is in order.

Action:- E.E.(PWD)/Thoubal.

18) **SITTING PROVISIONS:-** In the main Pandal, Joint Director(Vety)/Thoubal will provide 5,000 chairs for the public and G.A.D. will be requested to provide 30 numbers of Sofa Sets with site/peg table for VVIPs/VIPs. The B.D.O.s, Thoubal and Kakching shall arrange for bringing the Sofa Sets from the Secretariat (GAD). Further, EE(PWD)/Thoubal shall make sitting provisions for VVIPs/VIPs by keeping a red carpet covered by white cloth at the eastern side of the Sankirtan Pandal and table & sofa cover (colour in white) for Chief Guest and President, name plates of Chief Guest and president.

Action:- Joint Director(Vety),Thoubal, SDC(HQ) DC's Office, Thoubal, BDOs, Thoubal and Kakching, EE(PWD)/Thoubal.

19) **BEAUTIFICATION:-** Beautification of approach road from NH-2 to Khebaching and then upto Martyr's Memorial at the Hill Top at Khebaching will be done by the EE(PHED)/Thoubal including watering of dusty portion of the road.

Action:- E.E.(PHED)/ Thoubal.

20) **FLOWERS AND WATERING:-** The D.O.(Horti & S.C.)/Thoubal will provide sufficient number of flower pots at the stage of Main Pandal, 50 nos. of floral wreaths at the Martyr's Memorial Hill Top at the Paona Brajabashi Memorial at the foot-hill at Khebaching, 10 nos. of baskets full of flowers and petals at Martyr's Memorials, Tarpon site and Monument of Paona Brjabashi at the foot-hill of Khebaching, One table each at 3 places covered with white cloth for keeping the wreaths and flowers at the Martyr's Memorial, Tarpon site and the Paona Brajabashi Memorial. This shall be arranged by him in consultation with the Director (Horti & S.C.), Imphal. The wreaths and flowers should be handed over to the SDC(HQ), DC's Office, Thoubal at 6:00 a.m. on 23/04/2013 at Khebaching khong. SP/Thoubal will be responsible for frisking/checking of the wreaths/flowers.

Action:- D.O.(Horti & S.C.)/Thoubal.

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21) SP/Thoubal will arrange Ceremonial proceedings like Guard of honour, General Salute, Reverse Arms, Sounding of Last Post, 2 minutes Silence, Slope Arms and Order Arms and M.R. Band Party for playing of National Anthem.

Action:- SP/Thoubal.

22) **MEDICAL COVERAGE:-** The Chief Medical Officer, Thoubal will provide a self contained Medical Team along with Ambulance at the place of function on 23/04/2013 from 7:00 a.m. till the function is over. A suitable place for locating the Medical Team will be provided by SP/Thoubal. The CMO/Thoubal will also arrange office-tent of the Medical Team at the site provided by SP/Thoubal as was done last year.

One Blood Donation camp will be arranged by CMO/Thoubal and DPM/NRHM, Thoubal. Shri Nabakumar Singh, Secretary, Association Blood Donation, Khangabok will assist and co-ordinate for successful conduct the Blood Donation Camp.

Action:- CMO/Thoubal, DPM/NRHM, TBL & Shri Nabakumar Singh, Secretary, Association Blood Donation, Khangabok.

23) The parking site of the general public like cycles/two wheelers and other vehicles be made at the southern side of Samaram Lamkhai. The SP/Thoubal will take necessary action in this regard.

Action:- SP/Thoubal.

24) **ELECTRICITY:-** The E.E.(Electricity)/Thoubal will supply un-interrupted electricity at the place of function in general and especially at the site of main pandal and stage w.e.f. 18/04/2013 to facilitate the construction work of Pandal till the function is over.

Action:- E.E.(Electricity)/Thoubal.

25) Adequate number of Executive Magistrates will be detailed for duty on the day of function. The ADM/Thoubal and Branch Officer (Judicial), DC's Office, Thoubal will make necessary arrangement for detailing adequate number of Executive Magistrate(s) at specific locations in consultation with DC/Thoubal.

Action:- ADM/Thoubal and B.O.(Judl), DC's Office, Thoubal.

26) Security to Government /Private Vehicles used in the various works at Khongjom Day will be provided by SP/Thoubal.

Action:- SP/Thoubal.

27) The E.E.(PWD)/Thoubal, E.E.(Electricity)/Thoubal, E.E.(PHED)/Thoubal, E.E.(IFCD-III)/Thoubal. A.E.(MI)/Thoubal and other concerned officers will submit the list of the employees detailed for duty/working for the function to DC Office, Thoubal on or before 15/04/2013 for issuing pass for easy identification by the security personnel.

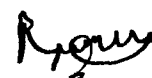
Action:- All Dist. Level Officers.

28) Improvement and repairing of the monument at the hill top and Memorials of Paona Brajabashi at the foot-hill at Khebaching will be done by the E.E.(PWD)/Thoubal.

Action:- E.E.(PWD)/Thoubal.

29) Cleaning and polishing of the Statue of Paona Brajabashi will be done by the Director, Arts & Culture and the Principal, Arts College, Imphal as decided at the Government level.

Action:- Director (Arts & Culture) and Principal, Arts College, Imphal.



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30) Car passes will be provided by DC's Office, Thoubal. Details of vehicles should be furnished to SDC(HQ) at DC's Office, Thoubal at the earliest preferably on or before 15/04/2013.

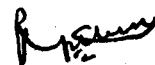
Action :- DC Office, Thoubal.

31) One Samiyana should be erected at the suitable location (Khebachingkhong) for functioning as control room/camp of the District Administration, Thoubal and other concerned Officers.

Action:- E.E.(PWD)/Thoubal.

32) A full dress rehearsal will be done on 19/04/2013 at 8:00 a.m. at the Khebachingkhong. All the District Level Officers should attend the rehearsal without fail. A review meeting will also be done on 19/04/2013 at 9:00 a.m. at Khebaching, Khongjom.

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



(T. Ranjit Singh)

Deputy Commissioner, Thoubal.

Memo No. 12/8/DC(TBL)/Vol.-V

Thoubal, the 5th April, 2013.

Copy to:-

1. Secretary to H.E., the Governor of Manipur, Raj Bhavan, Manipur, Imphal.
2. Secretary to Hon'ble Chief Minister, Manipur.
3. Staff Officer to Chief Secretary, Government of Manipur.
4. Director General of Police, Manipur.
5. Principal Secretary (Home), Government of Manipur.
6. Principal Secretary (Works), Government of Manipur.
7. Commissioner (Revenue), Government of Manipur.
8. Commissioner (GAD), Government of Manipur.
9. Commissioner (YAS), Government of Manipur.
10. Dy. I.G.P. (Range-II), Thoubal & Chandel camped at Wangbal.
11. Chief Engineers, PWD/PHED/Power/IFCD/M.I., Govt. of Manipur.
12. Superintendent of Police, Thoubal.
13. Additional District Magistrate, Thoubal.
14. Commandants, 15 Bn., AR/Thoubal and 21 Bn. AR/Kakching Lamkhai.
15. Directors of Education(S), Health Services, Fire Services, Horti & S.C., IPR, YAS, Arts & Culture, State Kala Academy, Govt. of Manipur.
16. All Sub-Divisional Officers/SDMs, Thoubal District.
17. All District Level Officers, Thoubal District.
18. All Branch Officers, DC's Office, Thoubal.
19. All Executive Magistrates, Thoubal District.
20. Shri Nabakumar Singh, Secretary, Association Blood Donation, Khangabok.
21. Guard File/Relevant file.



(T. Ranjit Singh)

Deputy Commissioner, Thoubal.

"ANNEXURE-A"

**MEMBERS PRESENTS IN THE MEETING HELD ON 05-04-2013
FOR KHONGJOM DAY-2013**

Sl. No.	Name	Designation
1.	Dr. Ak. Jhaljit Singh	SP/Thoubal.
2.	A. Subhash Singh	ADM/Thoubal & SDO/Kakching.
3.	Ng. Norenkumar Singh	SDO/Lilong.
4.	M. Tombisana Singh	SDC/Yairipok (for SDO/Thoubal)
5.	L. Sanajaoba Singh	Dy. Commandant, 3 rd I.R.B. Wangbal.
6.	H. Gunindro Singh	EE/PWD, Thoubal Division.
7.	L. Joychandra Singh	EE(Electricity)/Thoubal
8.	Salam Somorendro Singh	Treasury Officer, Thoubal.
9.	M. Irabot Singh	AGM (Khansari), Thoubal
10.	Kh. Amuba Singh	ZEO/DPO-SSA, Thoubal
11.	T. Padmokyha Singh	ZEO/Kakching
12.	S. Bishwnath Singh	D.I., ZEO Office, Kakching
13.	Thawngkhenmarig Samte	Asst. Director, DIC, Thoubal (for GM/DIC)
14.	L. Somorendro Singh	DSO, CAF & PD, Thoubal
15.	E. Sulochana Devi	DFO(Fishery)/Thoubal
16.	P. Tomba Singh	H.D.O., (Horticulture)/Thoubal
17.	Remmei Remei	AE/IFCD-TPT-IV
18.	L. Mohindro Singh	RFO/ Thoubal
19.	S. Mangi Singh	Branch Manager (IOB), Thoubal
20.	Md. Quayamuddin	Project Manager (Handloom),Thoubal
21.	S. Bhimo Singh	Fishery Inspector, DFO/Thoubal
21.	I. Bilashini Devi	DSO(Statistics), Thoubal
22.	A. Kayam Khan	DIO(NIC), Thoubal
23.	Dr. K. Nimaichand Singh	AD(Tasar), Thoubal
24.	N. Herangamba Singh	S.O. MI./Thoubal
25.	Ch. Basanta Singh	DPO(NYK)/Thoubal (for DYK/NYK/TBL)
26.	N. Bhriyamani Singh	E.O.(Dev), BDO/Thoubal.
27.	R.K. Sanatombi Devi	Election Officer, Thoubal
28.	Kh. Radheshyam Singh	CMO/Thoubal
29.	Angam Karung Kom	BDO/Kakching
30.	Th. Nilakumar Singh	DSWO/Thoubal
31.	Dr. S. Mema Devi	Medical Supdt., District Hospital, Thoubal
32.	Dr. N. Dilipkumar Singh	Joint Director (Vety), Thoubal
33.	H. Sukumar Singh	Branch Officer (NSA), DC's Office, Thoubal.
34.	N. Satyabhama Devi	DPO/ICDS Cell, Thoubal.
35.	N. Mohendro Singh	DSMS, Agri., Thoubal (for DAO/TBL)
36.	O. Ibomcha Singh	Rice Breeder, Wangbal
37.	B. Umeshwari Devi.	Supdt.(P), DYASO/Thoubal
38.	Nungshijao Kabui	for, DTO/Thoubal
39.	Ng. Somorendro Singh	E.E. (DRDA), Thoubal
40.	Kh. Muhindro Singh	P.O.-II, DRDA, Thoubal.
41.	Y. Kumar Singh	P.O. III, DRDA, Thoubal
42.	Md. Amir Hamja	S.I., Dist. Employment Office, Thoubal.
43.	K. Lokendro Singh	NYK, Thoubal.
44.	Ch. Keshorjit Singh	F.O. (Fishery), DFO, Thoubal.
45.	S. Koireng Singh	A.E. (PHED), Thoubal (for EE/PHED/TBL).