

दक्षिण मध्य रेलवे
SOUTH CENTRAL RAILWAY



महाप्रबंधक का कार्यालय/General Manager's Office,
रेल निलयम/Rail Nilayam, तीसरी मंजिल/3rd Floor,
सिकंदराबाद/Secunderabad - 500 025.

सं.No. G.157/Genl./2024

दिनांक/Date: 10.01.2024.

All PHODs concerned
DRMs/BZA, GNT & GTL

Sub: **Assignment of responsibilities for ceremonial functions for flagging off of extended train services at Guntur, Narsapur and Renigunta by Shri G. Kishan Reddy, Hon'ble Union Minister of Culture, Tourism and Development of North Eastern Region from Guntur Railway Station on 12.01.2024.**

Ref : This Office letter of even number dated 02.01.2024 (copy enclosed).


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In continuation to this office letter cited above, it is to inform that Shri G.Kishan Reddy, Hon'ble Union Minister of Culture, Tourism and Development of North Eastern Region, is likely to flag off the following extended train services **from Guntur Railway Station at a ceremonial function re-scheduled to be held on 12.01.2024 @ 15:00 hrs. and actual flagging off @ 16:00 hrs.**

1. T.No.22701/22702 Visakhapatnam-Vijayawada-Visakhapatnam extension upto Guntur (function at Guntur);
2. T.No.17225/17226 Vijayawada-Hubballi-Vijayawada extension upto Narsapur (local function at Narsapur through remote video link from Guntur);
3. T.No.07285/07284 Nandyal-Kadapa-Nandyal extension upto Renigunta (local function at Renigunta through remote video link from Guntur).

Please note that the assignment of responsibilities for the proposed functions mentioned in the above referred letter stands good.

Encl.: As above


(ए. श्रीधर A. Sridhar) 10/1/24

उप महाप्रबंधक (सामान्य)/Dy. General Manager (G)

Copy to: AGM for kind information
CPRO for information and necessary action.

SOUTH CENTRAL RAILWAY

General Manager's Office
Secunderabad

No. G. 157/Genl/2024

Date: 02.01.2024

All PHoDs concerned
DRM/BZA, GNT & GTL

Sub: Assignment of responsibilities for ceremonial functions for flagging off of extended train services at Narasapur, Guntur and Renigunta by Hon'ble Shri G. Kishan Reddy, Hon'ble Union Minister of Culture, Tourism and Development of North Eastern Region from Narasapur Railway Station on 06.01.2024. at 15:00 hrs
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Shri G. Kishan Reddy, Hon'ble Union Minister of Culture, Tourism and Development of North Eastern Region is likely to flag off the following extended train services from Narasapur station at a ceremonial function on 06.01.2024. at 15:00 hrs
06

- 1) Train no. 17225/17226 Vijayawada – Hubballi – Vijayawada extension upto Narasapur. (Function at Narasapur)
- 2) Train no 22701/22702 Vishakhapatnam – Vijayawada – Vishakhapatnam extension upto Guntur (Local Function at Guntur through remote video link from Narasapur).
- 3) Train no. 07285/07284 Nandyal – Kadapa - Nandyal extension upto Renigunta (Local Function at Renigunta through remote video link from Narasapur).

In this regard, assignment of responsibilities for the proposed function is enclosed for information and necessary action.

S. No	Activity	Responsibility Assigned to
1.	Designing of Invitation Cards (digital)	CPRO
2.	Distribution of Invitation Cards to Guests and other VIPs	DRM/BZA, DRM/GNT, DRM/GTL
3.	Invitation to the Media	DRM/BZA, DRM/GNT, DRM/GTL
4.	Arrangement of Rose buds & Shawls	DRM/BZA, DRM/GNT, DRM/GTL
5.	Staff for handing over Rose buds & Shawls	DRM/BZA, DRM/GNT, DRM/GTL
6.	Arrangement for compering at nominated Platform	DRM/BZA, DRM/GNT, DRM/GTL

S. No	Activity	Responsibility Assigned to
7.	Matter for Backdrop and Welcome Banner	CPRO
8.	Arrangement of Backdrop and Welcome Banners	DRM/BZA, DRM/GNT, DRM/GTL
9.	Decoration of Train and surroundings	DRM/BZA, DRM/GNT, DRM/GTL
10.	Lighting arrangements at the nominated Platform	DRM/BZA, DRM/GNT, DRM/GTL
11.	Arrangements for receiving the Public Representatives	DRM/BZA, DRM/GNT, DRM/GTL
12.	Arrangements for managing the Public	DRM/BZA, DRM/GNT, DRM/GTL
13.	Arrangement of Flags with Brass handles for dignitaries on dais for flagging off trains and Staff for handing over the flags to dignitaries.	DRM/BZA, DRM/GNT, DRM/GTL
14.	Arranging for operation of Inaugural extended train service from Narasapur, Guntur & Renigunta respectively.	PCOM PCME PCCM
15.	Arrangement of Video screen and Sound System	DRM/BZA, DRM/GNT, DRM/GTL
16.	Remote Video Link Arrangements and YouTube link	PCSTE
17.	Arrangement of Fans/ACs on the dais	DRM/BZA, DRM/GNT, DRM/GTL
18.	Electrical Supply and Generator & Backup power supply	DRM/BZA, DRM/GNT, DRM/GTL
19.	Catering at Venue and for Media	DRM/BZA, DRM/GNT, DRM/GTL
20.	Arrangement of Doctor along with Ambulance at Station	DRM/BZA, DRM/GNT, DRM/GTL
21.	Informative Pamphlet	CPRO
22.	Photography & Videography (including Youtube Live Streaming)	DRM/BZA, DRM/GNT, DRM/GTL
23.	Press Kit for Media Personnel	DRM/BZA, DRM/GNT, DRM/GTL

S. No	Activity	Responsibility Assigned to
24.	Security, Parking & arranging security passes to Staff	DRM/BZA, DRM/GNT, DRM/GTL
25.	Fire fighting arrangement at the flagging-off location	DRM/BZA, DRM/GNT, DRM/GTL
26.	Release of Display Advertisements	CPRO

Note:

1. CCE to co-ordinate with RailTel for remote video link and Youtube connectivity arrangements.
2. Divisions concerned shall coordinate with the dignitaries and local Press by receiving them at the venue, getting them seated and any other matter pertaining to their stay at the respective locations.


(N. Sreenivas Reddy)

DGM/Co-ordination & Secretary to GM

Copy to AGM for kind information.

Copy to CPRO/SCR for information and necessary action