

GOVERNMENT OF INDIA  
MINISTRY OF ROAD TRANSPORT & HIGHWAYS

Parivahan Bhavan  
1, Parliament Street  
New Delhi-110 001

No. RW/NH-33044/10/2003-S&R (R)

Dated: 13<sup>th</sup> May, 2003

To

1. The Secretaries dealing with Roads of all States and UTs.
2. Engineer-in Chief/Chief Engineers dealing with National Highways and other Centrally sponsored Road & Bridges Scheme of all States & UTs.
3. Director General (Border Roads), Seema Sadak Bhavan, Naraina, New Delhi-110 010.
1. Chairman, National Highway Authority of India, G-5-6 Sector-10, DWARKA, New Delhi-110 045.

Sub: Inauguration / Bhoomi Pujan/Foundation Stone Laying/Any other ceremony in respect of National Highway works.

Sir,

Please refer to this Ministry's letter No.RW/NH-11043/1/87-DO I dated 20.04.1990 on the subject of opening /foundation stone laying ceremonies and naming of bridges for works on National Highways. The instructions have been reviewed to streamline the procedure in respect of National Highway works and accordingly, following consolidated instructions in supersession of earlier circular on the subject are issued:

2. Inauguration / Bhoomi Pujan/ Foundation Stone Laying/ any other Ceremony for National Highways works:

As the National Highways vest in the Central Government, all ceremonial functions like Inauguration / Bhoomi Pujan/ Foundation Stone Laying etc. relating to National Highways will be done by the Hon'ble Minister, MoRT&H, or a Minister from the Central Government, as decided by the MoRT&H. It is, therefore, incumbent on the part of the executing agencies to intimate the Government of India three months in advance about the likely start/completion of any work for holding Bhoomi Poojan / Inauguration /Foundation Stone Laying/ any other ceremony for National Highway Works. For this purpose following procedure shall be followed :

(a) When the Bhoomi Poojan / Inauguration /Foundation Stone Laying/ any other ceremony for any National Highway work is to be held, the State Chief Engineer (NH) will make a report well in advance (copy of the request should be endorsed to Regional Officer / Engineer Liaison Officer) about it to this Ministry, who will take a decision about the day of the ceremony as well as dignitary who would perform the function.

(b) The Chief Engineer of this Ministry, dealing with the concerned project, will be the 'nodal officer' for finalization of invitation card, programme, plaque, and advertisement by the Ministry. He will also coordinate with the State Government/Chief Engineer regarding the function.

(c) Detailed programme of this function and the advertisement to be issued on such occasion shall be made by the concerned Chief Engineer of the Ministry.

(d) Invitation cards shall be issued on behalf of the Government of India, Ministry of Road Transport & Highways.

(e) Expenditure on such a ceremony should be kept to a minimum level and should not exceed Rs two lakh. It will include expenditure of a contingent nature like printing of Invitations, Plaque, provision of shamianas, refreshments, garlands and photographs etc. Advertisements shall be published through DAVP as per rules. In case of important functions which are attended by the President / Vice-President / Prime Minister of India and / or Minister for Road Transport & Highways, the expenditure ceiling will be decided by this Ministry on case to case basis. In order to exercise economy in expenditure, such function should, however, be restricted only to important works, such as, widening / strengthening, four-laning / expressways, major bridges and bypasses, and the number of invitees should be kept within a reasonable limit.

(f) Due courtesy in order of protocol shall be ensured in extending the invitations to the dignitaries in the following order:

- (i) Member of Parliament(Lok Sabha) representing the spot where function is being held.
- (ii) Member of Legislative Assembly representing the spot where function is being held.
- (iii) Member of Parliament(Rajya Sabha) representing the district where function is being held.
- (iv) Other invitees may be decided by MoRT&H.

3. This may please be brought to the notice of all concerned for strict compliance.

Yours faithfully,

(S. S. Nahar )  
Superintending Engineer  
For DG(RD) & SS

Copy for information and necessary action to :

- 1. All Technical Officers in the Ministry
- 2. All ROs/ELOs (including Mechanical)
- 3. Secretary, IRC, New Delhi
- 4. Director, NITHE, Noida

(S. S. Nahar )  
Superintending Engineer

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Dated: 13<sup>th</sup> May, 2003

To

- (i) The Secretaries dealing with Roads of all States and UTs.
- (ii) Chief Engineers dealing with State Roads other than NHs.

**Sub: Inauguration / Bhoomi Pujan / Foundation Stone Laying / any other ceremony in respect of Centrally Sponsored Schemes under Inter-State connectivity and Economic importance.**

Sir,

Central Government has been providing grants for improvement of State Roads under Centrally sponsored schemes of Inter-State connectivity and Economic Importance. All ceremonial functions like Inauguration / Bhoomi Pujan/ Foundation Stone Laying etc. relating to these centrally sponsored schemes will be done by the Hon'ble Minister, MoRT&H, or a Minister from the Central Government, as decided by the MoRT&H. It is, therefore, incumbent on the part of the executing agencies to intimate the Government of India three months in advance about the likely start / completion of any work for holding functions like Inauguration / Bhoomi Pujan / Foundation Stone Laying / any other ceremony for any work under Centrally Sponsored Schemes of Inter-State connectivity and Economic Importance. For this purpose following procedure shall be followed:

- (a) When the Inauguration / Bhoomi Pujan / Foundation Stone Laying / any other ceremony for any work pertaining to Centrally Sponsored Schemes is to be held, the State Chief Engineer is required to make a report well in advance (copy of the request should be endorsed to Regional Officer / Engineer Liaison Officer) about it to the Ministry, who will take a decision about the day of the ceremony as well as dignitary who would perform the function.
- (b) The Chief Engineer of this Ministry, dealing with the concerned project, will be the 'nodal officer' for finalization of invitation card, programme, plaque and advertisement by the Ministry. He will also coordinate with the State Government / Chief Engineer regarding the function.
- (c) Detailed programme of this function and the advertisement to be issued on such occasion shall be furnished by the State Chief Engineer and got approved from the Ministry.
- (d) Invitation cards shall be issued on behalf of the Government of India, Ministry of Road Transport & Highways and State Government.

- (e) Expenditure on such a ceremony should be kept to a minimum level and should not exceed Rs two lakh. It will include expenditure of a contingent nature like printing of Invitations, Plaque, provision of shamianas, refreshments, garlands and photographs etc. Advertisements shall be got published through DAVP as per rules. In case of important functions which are attended by the President / Vice-President / Prime Minister of India and / or Minister for Road Transport & Highways, the expenditure ceiling will be decided by this Ministry on case to case basis. In order to exercise economy in expenditure, such function should, however, be restricted only to important works, such as, widening / strengthening, four-laning / expressways, major bridges and bypasses, and the number of invitees should be kept within a reasonable limit.
  - (f) Due courtesy in order of protocol shall be ensured in extending the invitations to the dignitaries in the following order:
    - (i) Member of Parliament (Lok Sabha) representing the spot where function is being held.
    - (ii) Member of Legislative Assembly representing the spot where function is being held.
    - (iii) Member of Parliament (Rajya Sabha) representing the district where function is being held.
    - (iv) Other invitees may be decided by MoRT&H.
2. This may please be brought to the notice of all concerned for strict compliance.

Yours faithfully,

(S.S. Nahar)  
Superintending Engineer  
for DG(RD)&SS

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- 3. All ROs and ELOs.(including Mechanical)
- 4. Secretary, IRC, New Delhi.
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