TEA BOARD
14, B.T.M. SARANI
KOLKATA - 700 001

Ref. No.: 25(1)/Sectt/2017/8/                                  Dated: 18th January, 2018

CIRCULAR.

Ministry of Commerce & Industry’s Letter No. A-42011/34/2017-E-3-DoC dated 17/01/2018 (copy enclosed) has advised for observing two minutes silence on 30th January, 2018 in memory of those who gave their lives in the struggle for India’s freedom.

The compliance report in this regard may be forwarded to this office immediately after observance of the silence.

(S. Soundararajan)
Secretary

Distribution:

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<tr>
<th>No.</th>
<th>Name</th>
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<tr>
<td>1</td>
<td>Executive Director, Tea Board, Guwahati</td>
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<td>2</td>
<td>Executive Director, Tea Board, Coonoor</td>
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<td>All HoD’s in H.O.</td>
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<td>DDTD, Tea Board, Siliguri</td>
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<td>DDTD, Tea Board, Palampur</td>
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<td>Spl, Officer, NWI, Tea Board, New Delhi</td>
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<td>DDTD, SGDD, Tea Board, Dibrugarh</td>
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<td>8</td>
<td>AAO, Tea Board, Mumbai</td>
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<td>16</td>
<td>System Analyst</td>
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<td>17</td>
<td>Secretary to Dy. Chairman/</td>
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With the request to please bring the contents of the Circular amongst all officers/staff members working under them and submit a compliance report immediately.

With the request to upload in Board’s website

For kind information
i) DG, DGFT, DG, DGAD, DG, DGCI&S.

ii) DCs/ JDCs of Cochin SEZ, Madras SEZ, KASEZ, VSEZ, FALTA SEZ, SEEPZ SEZ, Ind SEZ, NOIDA SEZ.

iii) Chairpersons/ Directors of Coffee Board, Tea Board, Spices Board, Rubber Board, Tobacco Board, IIP, MPEDA, APEDA, IIFT (New Delhi), EIC of India.

iv) CMDs of STC Ltd., MMTC Ltd., ITPO, PEC Ltd., ECGC Ltd.

Subject: Observance of silence on 30th January in the memory of those who gave their lives in the struggle for India's freedom.

Sir/Madam,

I am directed to forward a copy of letter No. 2/12/2017-Public dated 03.01.2018 received from Ministry of Home Affairs and to say that a two minute silence will be observed on 30.01.2018 at 11:00 A.M in memory of those who gave their lives in the struggle for India's freedom.

2. It is requested that necessary steps may be taken to ensure wider participation thereby conforming to the guidelines enumerated in the enclosed letter. A compliance report in this regard may be forwarded to moc_est3@nic.in.

- Encl: as above

Yours faithfully,

(R.K Ojha)
Under Secretary to the Government of India
E-mail: moc_est3@nic.in

Copy to:
GA Section, Department of Commerce for necessary action.
No. 2/12/2017-Public
Government of India / Bharat Sarkar
Ministry of Home Affairs / Grih Mantralaya

To

The Chief Secretaries/Administrators of all
State Governments/Union Territory Administrations

Sub:- Observance of silence on 30th January in the memory of those who
gave their lives in the struggle for India’s freedom.

Sir/Madam,

I am directed to say that on 30th January every year, two minutes’
silence is observed at 11:00 A.M., throughout the country, in the memory of
those who gave their lives in the struggle for India’s freedom.

The following standing instructions have been laid down for observance
of this day:

(i) Silence should be observed and work and movement stopped for two
minutes throughout the country at 11:00 A.M. on 30th January every
year.

(ii) Wherever available, the commencement and termination of the two
minutes’ silence period should be indicated by sound of siren or Army
guns. Sirens should be sounded from 10:59 hrs till 11:00 hrs and
after two minutes, all clear sirens should again be sounded from 11:02
hours till 11:03 hours. This procedure may be adopted where sirens
exist.

(iii) On hearing the signal (wherever available), all persons would stand
up and observe the silence. It would be more effective if people could
gather at one place for observing the silence instead of each person
standing in his room or at any other place. However, effort need not
be made to assemble at one place if it involves serious dislocation of
work.

(iv) At places where no signal system is available, suitable instructions
can be passed on to all concerned for observing the silence for two
minutes at 11:00 A.M.
3. In the past, it has been observed that while two minutes' silence is observed in some offices, the general public goes about its occupation in the ordinary course, unmindful of the solemnity of the occasion. The State Governments/ Union Territories are, therefore requested to take necessary steps to ensure that the Martyrs' Day is observed with due solemnity and with better public participation. For this, they are requested to take the following steps:

(i) Instructions may be issued to all educational institutions in the State/ Union Territory and Public Sector Enterprises under them for observance of the Martyrs' Day with full solemnity and in a befitting manner. Speeches and talks connected with the significance of the day, particularly mentioning the role of freedom fighters in the freedom of India may be made. The theme of talks and speeches could also deal with the duty and the moral obligation of every citizen to preserve, protect and enrich the hard-earned freedom and to promote a sense of national integration and commitment to common goals and ideals.

(ii) Field publicity units of the States/Union Territories may hold programmes and/ or films/ documentaries with the basic themes of Indian Freedom Movement, the role of the martyrs in the Freedom Struggle and national integration.

(iii) Various Chambers of Commerce and Industry in the States/Union Territories may also be requested to ensure proper observance of the Martyrs' Day by their members and affiliated associations and organisations.

Yours faithfully,

(V.K. Rajan)
Deputy Secretary to the Govt. of India
Tel. 011- 23094376

No.2 /12/ 2017-Public

New Delhi, the 03rd January, 2018.

Copy, for information, to the Secretary to the Governors/ Lt. Governors of all States/ Union Territory Administrations.

(V.K. Rajan)
Deputy Secretary to the Govt. of India
Tel. 011- 23094376
No.2/12/2017-Public

New Delhi, the 05th January, 2018

Copy forwarded for information and necessary action to:-

1. All Ministries / Departments of the Govt. of India
2. President’s Secretariat
3. Vice-President’s Secretariat
4. Prime Minister’s Office
5. Registrar, Supreme Court of India
6. Registrar, Delhi High Court
7. Cabinet Secretariat
8. Rajya Sabha Secretariat
9. Lok Sabha Secretariat
10. NITI Aayog
11. Election Commission of India
12. Union Public Service Commission
13. Office of Comptroller and Auditor General of India
14. Central Vigilance Commission
15. University Grants Commission
16. National Commission for SCs
17. National Commission for STs
18. Law Commission
19. National Commission for Minorities
20. National Commission for Women
21. National Human Rights Commission
22. Manager, Reserve Bank of India
23. All attached & subordinate offices of the Ministry of Home Affairs located at Delhi/New Delhi
24. Ad.III Section, MHA
25. Principal Information Officer, Shastri Bhawan, New Delhi-110001 for appropriate media coverage of the event.
26. ADG (Media), MHA, North Block.

Spare copies 5

[V.K. Rajan]
Deputy Secretary to the Govt. of India
Tel. 011- 23094376