DELHI DEVELOPMENT AUTHORITY

(WELFARE SECTION)

No. F11(11)2015/Welfare/DDA/**302** Dated: **04.10.2017**

**Sub: Commemoration of “Rashtriya Ekta Diwas (National Unity Day)” on 31.10.2017.**

As per instructions received from Government of India **“Rashtriya Ekta Diwas”** **on the** **occasion of birth anniversary of Sardar Vallabhbhai Patel** is being observed on **31.10.2017.** A pledge will be administered by Vice-Chairman, DDA in Auction Hall, Vikas Sadan on **31.10.2017** at **11.00 AM**.

 All the Officers and Staff posted at Vikas Sadan are requested to assemble in **Auction Hall, ‘D’ Block, Vikas Sadan, New Delhi at 11.00 AM on 31.10.2017.**

 The pledge to the Officers and Staff posted in Vikas Minar and field offices will be administered by the Head of Office/Senior most officer in their respective office. These officers are not required to come to Vikas Sadan for taking oath to be administered by Vice-Chairman, DDA.

(Kusum Suri)

Dy. Director (IR&SW)

Copy forwarded to:-

1. **All Departmental Head/Officers** (Vikas Sadan and Vikas Minar) with request that this may be brought to the notice of all the officers/staff working under their control.

2. **All Chief Engineers, Directors (Hort.), Commissioner (Plg.)** With the request to administer the pledge to the field staff/officers (Copy of pledge enclosed).

3. Chief Security Officer, DDA for necessary action from security point of view.

4. AE, Civil (Maint.), SED-XI, DDA, Vikas Sadan with the request to ensure proper cleanliness in the Auction Hall.

5. AE (Elect.), Elect. Div.XI, DDA, Vikas Sadan with the request to make proper arrangements to Mike an A.C. etc. in the Auction Hall.

6. A.D. (Hort.) Divn.VI, DDA, Vikas Sadan with the request to make arrangements for providing flower pots and flower vase on the table placed on the stage in the Auction Hall.

7. Photographic Officer, DDA with the request to make the arrangements to cover the highlights of the pledge taking ceremony.

8. A.P.O.I & II (Welfare).

9. All W.O.s/W.I.s are directed to attend the function on 31.10.2017 at Auction Hall, Vikas Sadan and extend all kind of help for organizing the function.

10. Notice Board.

 **-Sd/-**

Dy. Director (IR&SW)