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No. NHIII/P/17/76

Dated the 15th March, 1984

To

All Regional Officers & Engineer Liaison Officers, Ministry of Shipping and Transport (Roads Wing)

Subject : Opening/foundation stone laying ceremonies in respect of National Highway works

I am directed to say that hitherto the practice has been to issue Invitation Cards for opening/foundation stone laying ceremonies in respect of National Highway works on behalf of the Secretary, Ministry of Shipping and Transport irrespective of whether the Secretary attends the function or not.

2. It has now been decided that in future, Invitation Cards should be issued after obtaining prior approval of Director General so that the cards could be issued on his behalf in case he is attending the function or otherwise the cards could be issued on behalf of Director General (Road Development) or whosoever is attending the function on behalf of the Ministry. The format for Invitation Card is enclosed for guidance.

3. All the Regional Officers/ELOs are requested to keep the above point in view and see that suitable action is taken at the appropriate time.

Encl. Not printed