

No. NH-15017/17(1)/2016-P&M  
Government of India  
Ministry of Road Transport & Highways  
(P&M zone)

Transport Bhawan  
1, Parliament Street  
New Delhi dated 16<sup>th</sup> June, 2016

To

All Secretaries of States/Union Territories, PWDs dealing with National Highways.

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

Please refer to this Ministry's letter No.RW/NH-33044/10/2003-S&R(R) dated 16<sup>th</sup> December, 2011 on the subject of Inauguration/Bhoomi Pujan/Foundation Stone Laying/Any other ceremony in respect of National Highway works. The matter has been reviewed and following consolidated instructions in supersession of earlier circular on the subject are issued:

**Inauguration/Bhoomi Pujan Foundation Stone Laying/Any other ceremony in respect of National Highway 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/Hon'ble Minister of State, RT&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 Pujan/Inauguration/Foundation Stone Laying/any other ceremony for National Highway Works. For this purpose following procedure shall be followed:-

- (a) When the Bhoomi Pujan/Inauguration/Foundation Stone Laying/any other ceremony for any other 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 date 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 card shall be issued on behalf of the Government of India, Ministry of Road Transport and Highways. Formats for invitation card and plaque shall be in accordance with the formats provided in Ministry's letter No.RW/NH/3304/10/2003/S&R(R) dated 13<sup>th</sup> May, 2003.
- (e) Such public functions shall be used as forums for spreading awareness on road safety matter and educating the general public about best practices on road safety, helping accident victims, trauma care facilities, etc. in addition, information on environmental damage mitigation, construction hazard reduction, socio-economic benefit, etc. may be disseminated to increase public awareness, public safety and public cooperation about the development program.

- (f) For incurring expenditure for Inauguration/Bhoomi Pujan Foundation Stone Laying/Any other ceremony in respect of National Highway works, the directions issued vide Ministry's circular No. NH-15017/17(2)/2016-P&M dated 16<sup>th</sup> June, 2016 may be followed.
- (g) Due to courtesy in order of protocol shall be ensure in extending the invitations on 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 spot 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,

  
(Maya Prakash)  
Director (P&B)  
Tel. No. 011-23710454

Copy to:-

1. All Technical Officers in the Ministry of Road Transport and Highways
2. All Section Officers in the Ministry of Road Transport and Highways
3. All ROs and ELOs
4. Chairman-NHAI
5. AS&FA
6. MD-NHIDCL
7. JS(H)/JS(T)
8. The Director-IAHE/Secretary General-IRC
9. Technical circular file of S&R Division

Copy also forwarded for information to:-

1. PS to Hon'ble Minister (RT&H,S)
2. PS to Hon'ble Minister of State (RTH&S)
3. PPS to Secretary (RT&H)
4. PPS to JS(LAP)