CIRCULAR
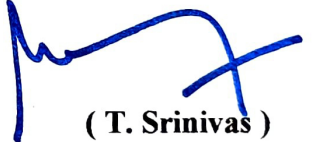
As is aware, details of officers of the rank of US/DD/equivalent and above are sought every year for Invitation Cards to Republic Day celebrations organized by Ministry of Defence (MoD). For Republic Day Celebrations 2025, MoD has sought the said details in Soft Copy form (EXCEL sheet) as per their Excel template for uploading on their dedicated web portal "Aamantran".

2.   In this connection, details of all officers of the rank of US/DD/equivalent and above, who are willing to attend the Republic Day 2025 ceremony, may be provided as per the Excel template - *Template A- Official-Ministry.xlsx* which has been shared at the link: https://docs.google.com/spreadsheets/d/1JoaD7ha4KdtwnouT31cyX1QG5wghn15b/edit?usp=sharing&ouid=110645160265870186001&rtpof=true&sd=true and is available for download {File ▸ Download ▸ Microsoft Excel (xlsx)}.

3.   **This template is to be downloaded, filled and emailed.** Prompts are provided in the Excel template for ease of filling up of details, the format of which may be conformed to. Names of officers retiring prior to 26th January 2025 may be excluded. The template, completed in all respects, is to be sent in **soft-copy form only** (in the downloaded Excel file) to the Email IDs kds.negi@gov.in, kumar.sunil1@gov.in, and kr.balaji@nic.in by **15.11.2024 positively**. Further, the email may be followed by a forwarding note enclosing therewith a printed list with the same details as in the soft copy form which should be duly authenticated by the officer concerned. It may please be noted that details of officers sent via Email but without authentication through physical/hard copy will **NOT** be acceptable.

DA: As above.

(T. Srinivas)
Joint Secretary

No. 2024/G/1/3 (E: 3475143)
Dated: 25.09.2024

To:

All Officers (US/DD & above) in Board's Offices at Rail Bhawan and Railway Offices Complex, Tilak Bridge; Dayabasti RPSF Camp and NRM, New Delhi.

Copy for kind information to:

EDPG/MR   JDPG/MoSR(S)   Sectt. of MoSR(R)
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