



**PRASAR BHARATI**  
**(INDIA'S PUBLIC SERVICE BROADCASTER)**  
**PRASAR BHARTI SECRETARIAT**

2<sup>nd</sup> FLOOR, PTI BUILDING, SANSAD MARG, NEW DELHI-110001

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No.D-13023/39/2014-15/GA(Vol.III)

13 .11.2015

**OFFICE MEMORANDUM No. 299 /2015-GA**

**Sub:- Meeting(s) of High Level Coordination Committee (HLCC) at Capital Kendras and decision(s) taken therein – reg.**

In continuation to this Secretariat's Office Memoranda Nos.169/2015-GA dated 07.08.2015 and No.221/2015-GA dated 09.09.2015 (copies enclosed), it has been decided with the approval of the Competent Authority that the requisite information regarding meeting(s) and decision(s) taken therein by the HLCC at Capital Kendras will henceforth be forwarded to this Secretariat in the following format:-

Sl. No.	Name of the Capital Kendra	Date(s) of meeting(s) of HLCC	Consensus/ Main decision(s) taken in HLCC Meeting(s)	Remarks

2. The above information will be forwarded for the preceding month by 05<sup>th</sup> of every month through email at (i) ddga2pb@gmail.com; (ii) so.ga2.pbs@gmail.com in MS Word format only. Information in respect of meeting(s) held during the months of September and October, 2015 may be forwarded to this Secretariat **latest by 24.11.2015** in the aforesaid format.
3. Heads of the respective HLCCs will be responsible for forwarding the requisite information to this Secretariat within the stipulated timeframe.
4. This issues with approval of the Competent Authority.

**(Srideb Nanda)**  
**Director (Admn.)**

To,

- (a) Heads of all HLCC at Capital Kendras
- (b) ADG, DDK Delhi – with a request to provide the aforesaid information in respect of DDK, Delhi
- (c) DDG, AIR Station, Delhi - with a request to provide the aforesaid information in respect of AIR Station, Delhi

Copy to:-

- (a) ADGs (Admn.), DG: AIR/ DG: DD/ DG: NSD, AIR/ DG: N&CA, DD – with a request to kindly arrange for circulation of this OM to all Capital Stations/Kendras.

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(b) DDG (Tech.) – with a request for hosting this OM on PB website and also on the websites of DG:AIR, DG:DD, DG:NSD, AIR and DG:N&CA, DD.

Copy for information to:-

- (i) Sr. PPS to CEO
- (ii) PSO to Member (Pers.)/ PS to Member (Fin.)
- (iii) PS to DG, All India Radio
- (iv) PS to DG, Doordarshan
- (v) PS to DG, NSD, All India Radio
- (vi) PS to DG, N&CA, Doordarshan
- (vii) All ADGs/DDGs/Directors in PB Sectt.
- (viii) Hindi Division for Hindi version
- (ix) Guard File