

NOTE

As per decision taken earlier by the District Administration, a lottery programme is likely to be organized for selection of candidates for distribution of offer letter for E-Rickshaw in those routes where eligible applicants are more than the sanctioned strength of the said routes. Lottery may be organized except route nos. 27, 57, 77 & 78. The total eligible candidates are 3187. The lottery programme may be organized on 18th December, 19th December, 20th December, 21st December and 28th December at SARAT SADAN. Following actions may be taken for smooth arrangement and successful completion of the lottery programme:

1. The eligible candidates may be divided equally in four proposed days and also in different time slots in each day to avoid congestion at the venue. A schedule of the lottery programme is prepared herein:

Date	Timing of Lottery	Route Nos.	Total Nos. of Candidates Per Slot
18.12.2018	Slot-A(10.30 am to 12 Noon)	4	153
	Slot-B(12.15 pm to 13.45 pm)	5,12	151
19.12.2018	Slot-A(10 am to 11.30 am)	20	199
	Slot-B(11.45 am to 13.30 pm)	21	233
	Slot-C(14.00 pm to 16.00 pm)	22,28,34,35	240
20.12.2018	Slot-A(10 am to 12 Noon)	44,49,53	243
	Slot-B(12.15 pm to 14.00 pm)	50,51	201
	Slot-C(14.30 pm to 16.15 pm)	54	219
21.12.2018	Slot-A(10 am to 11.30 am)	60	163
	Slot-B(11.45 am to 13.45 pm)	64,70	244
28.12.2018	Slot-A(10 am to 12.30 pm)	27	408
	Slot-B(1 pm to 3 pm)	57	341
	Slot-C(3.30 pm to 5.30 pm)	77,78	392

2. The detailed information regarding Lottery Programme may be uploaded in the official website of Howrah District and DIO, NIC may be requested for upload the programme in the website and 10000 Leaflets may be also be printed for wide circulation of the lottery programme and distribution of the leaflets may be done through authorized e-rickshaw dealers and Police Authority. Apart from that, an arrangement may be made to send sms in the listed mobile numbers of the eligible candidates informing the venue and timing of the programme. NDC, Howrah may be requested for necessary arrangement regarding Printing of leaflets, distribution of leaflets to the e-rickshaw dealers & police authority and sharing information through sms to the eligible candidates.
3. Commissioner of Police, Howrah City Police may be requested for adequate security arrangement at Sarat Sadan as per proposed schedule.
4. O/C, Civil Defence Section may be requested for deployment of at least 15(fifteen) CD Volunteers in the said venue for different works related to the lottery programme.
5. DICO, Howrah may be requested for arrangement of a professional announcer having experience of organizing such programme.
6. NDC, Howrah may be requested for arrangement of lunch/tiffin packets and drinking water for the invited dignitaries and deployed officials for the programme.
7. NDC, Howrah may also be requested for arrangement of all kinds of logistic support required for organizing the lottery programme such as Screen, Projector Machine, Laptop, Big Buckets as well as printed and perforated lottery slips etc.
8. NDC, Howrah may be requested for taking necessary for booking of Sarat Sadan in the proposed dates. Videography and Still Photography may be arranged for the five proposed days and NDC, Howrah may be requested for this purpose.
9. A preparatory programme may be drilled on 17th December with all concern officials and other persons who are likely to be engaged in the proposed lottery programme for which PATHER DABI Auditorium Hall may be provided.
10. Some dignitaries from different segments of Society may be invited on those days make the programme convenient. Name of Dignitaries may be decided by the District Administration.
11. A Deputy Magistrate may be engaged as overall in-charge of the auditorium hall on each day of the lottery programme and may be designated as the final authority to take decision in case of any dispute arises during the lottery procedure.
12. A team consisting of 2(Two) Motor Vehicle Inspectors and staffs/contractual staffs may be engaged for proper management of the lottery programme. A draft order is prepared for this purpose and placed herewith.

Submitted.



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~~ADMP~~
D.M.

Placed for perusal & approval. Plan is checked as per availability of Sarat Sadan.

As proposed. Entry of the applicants should be done after checking the receipts.

Kabir 10/12/18.