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F. No. 3-3/MYAS/RGKA/2015/4931-4939  
Government of India  
Ministry of Youth Affairs and Sports  
Department of Sports  
Mission Directorate-Sports Development  
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Cafeteria Building  
Pragati Vihar Hostel  
CGO Complex, Lodhi Road  
New Delhi- 110003  
15.12.2016

**OFFICE MEMORANDUM**

**Subject:- Minutes of the meeting held on 09<sup>th</sup> December, 2016 to discuss the modalities of holding the 1<sup>st</sup> Himalayan Region Sports Festival (HRSF) in Guwahati.**

The undersigned is directed to enclose approved minutes of the meeting held on 09.12.2016 under the Chairmanship of Secretary (Sports), MYAS, to discuss the modalities of holding the 1<sup>st</sup> Himalayan Region Sports Festival (HRSF) in Guwahati, for information and further appropriate action.

(A.K.Singh)

Under Secretary to the Govt. of India  
Tel No. 011-24361823

To,

- i. Shri Rajeev Mehta, Secretary General, Indian Olympic Association (IOA), Indian Olympic Association, Olympic Bhawan, B-29, Qutab Institutional Area, New Delhi - 110 016
- ii. Shri Ajay Tewari, Commissioner & Secretary to Government of Assam, Sports & Youth Welfare Department, Assam Secretariat, P.O. -Assam Sachivalaya, Dispur, Guwahati-781006.
- iii. Secretary (SAI), Sports Authority of India, Jawaharlal Nehru Stadium Complex (East Gate), Lodhi Road, New Delhi – 110003.
- iv. Ms. RachnaGovil, Executive Director (Stadia), Sports Authority of India, Jawaharlal Nehru Stadium Complex (East Gate), Lodhi Road, New Delhi – 110003.

Copy to:-

- (i) PS to Hon'ble MOS (I/C) YA&S, Shastri Bhawan, New Delhi.
- (ii) PS to Secretary (Sports), MYAS, Shastri Bhawan, New Delhi.
- (iii) PS to Joint Secretary (Development) MYAS, Shastri Bhawan, New Delhi.
- (iv) PS to Joint Secretary (Sports) MYAS, Shastri Bhawan, New Delhi.
- (v) PS to Director (SPH), MYAS, Shastri Bhawan, New Delhi.



**Minutes of the meeting held in the Office of Secretary (Sports), Room No.3, C-Wing, Gate No.6, Shastri Bhawan, New Delhi, on 09<sup>th</sup> December, 2016 at 10.00 Hrs to discuss the modalities of holding the 1<sup>st</sup> Himalayan Region Sports Festival (HRSF) in Guwahati.**

Secretary (Sports) chaired the meeting.

2. List of participants is annexed.

3. At the outset, Secretary (Sports) welcomed the participants and clarified that given the international character of the event, due importance has to be given to the manner in which the event is conducted and therefore, close synergy between the Department of Sports alongwith all the stakeholders is essential. He averred that it would be in the fitness of things if the HRSF was conducted, in the manner in which the 12<sup>th</sup> South Asian Games (SAG), 2016, were conducted, albeit at a lesser scale, given the lesser number of countries expected to participate in the Games and lesser no of disciplines and medal events. He observed that since the SAG were also conducted in Guwahati, it would be advisable to follow the same protocols to minimize uncertainties and ensure smooth and successful conduct of the Festival.

4. In light of the observations of Secretary (Sports), various aspects of rolling out the HRSF were deliberated upon and the following were agreed to:-

- i. Out of the eight sports disciplines (subject to finalization in consultation with IOA) in which competitions will be held in the HRSF, seven are common to the SAG. Therefore, all protocols of conduct of competitions in the seven common sports disciplines during the SAG, including Technical conduct, Administrative procedures, etc., may be replicated as far as practicable, during the HRSF too;
- ii. The Technical Manuals of the SAG may be followed while preparing the Technical Manuals for the HRSF too. Similarly, both International Technical Officials (ITOs) and National Technical Officials (NTOs) who have already served in the SAG may be roped in for the HRSF as well.
- iii. Basic editing of the Manuals for content may be initiated in-house in the interest of economy of time and money;
- iv. SAI may provide necessary support in the conduct of the HRSF, including Technical support. Similarly, support of the IOA, the National Sports Federations (NSFs) and the State Sports Associations (SSAs) of the sports disciplines included in the HRSF may also be sought;
- v. Action may be initiated for preparing, designing and printing all manuals and literature on the lines of the SAG. Organizing Committee may float an online RFP for the purpose;
- vi. A core team of experienced officials, preferably those who have served during the SAG, may be formed to aid in assessment of number of athletes and volunteers, requirement of equipment, etc. In this regard, the requirements during the SAG may be used as guiding tools;
- vii. Based on requirement worked out by the proposed core team, equipment requirement may be projected to SAI well in advance to enable timely transportation where required;



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- viii. CEO (HRSF) may work out the Cost Estimates for holding the HRSF, including accommodation requirements and the estimated expenditure on the same;
  - ix. A senior retired officer with domain expertise may be inducted as Secretary General, as it would involve coordination with IOA, NSFs, National Olympic Committees of participating countries etc.
  - x. There shall be a General Council chaired by MOS (I/C) YA&S and Co-chaired by Chief Minister of Assam with other stakeholders as members.
  - xi. The Organizing Committee may be jointly managed by the Department of Sports, Government of India and the Indian Olympic Association (IOA) with Secretary (Sports) being the Chairman and President (IOA) being the Co-Chairman;
  - xii. Letters may also be written from the Hon'ble MOS (I/C), YA&S, inviting the Hon'ble Sports Ministers of the participating guest countries, through their respective Embassies.
  - xiii. The domestic component may be eliminated by confining selection of Indian Teams to the Himalayan States.
  - xiv. Secretary (Sports) with a team of officers from the Department of Sports, President and Secretary General of the IOA and representatives of Assam State Olympic Association, and Assam State Sports Associations in-charge of the sports disciplines included in the HRSF will hold a meeting with the Hon'ble Chief Minister of Assam, to discuss matters relating to holding the HRSF and soliciting support of the State Government and NSFs/Assam SSAs in smooth conduct of the event;
  - xv. Since this meeting has an informal character and is more of a preliminary discussion, a formal meeting with the stakeholders may be held in the chamber of Secretary (Sports) on 20.12.2016 at 1400 Hrs. President, Secretary General and Joint Secretary concerned of the IOA and representatives of the NSFs in-charge of the sports disciplines included in the HRSF, Assam State Olympic Association, may be invited for the said meeting. Since no NSF for Archery, Judo and Taekwondo is recognized for the current year, Secretary (SAI) may be invited for the said meeting in respect of these sports disciplines;
5. The meeting ended with vote of thanks to the chair.



(A.K. Singh)

Under Secretary to the Government of India

List of participants who attended the meeting held in the Office of Secretary (Sports), Room No.3, C-Wing, Gate No.6, Shastri Bhawan, New Delhi, on 9th December 2016 at 10.00 Hrs to discuss the modalities of holding the 1<sup>st</sup> Himalayan Region Sports Festival (HRSF) in Guwahati.

**Indian Olympic Association (IOA)**

- i. Shri Rajeev Mehta, Secretary General

**Sports Authority of India**

- i. Ms. Rachna Govil, Executive Director (Stadia)

**Ministry of Youth Affairs & Sports**

- i. Shri Rajvir Singh, Joint Secretary (Development)
- ii. Shri Onkar Kedia, Joint Secretary (Sports)
- iii. Shri Arun Kumar Singh, Under Secretary (MD-SD)