

UTTARAKHAND GOVERNMENT

PROTOCOL SECTION

**Notification No.-10/Protocol/2002
dated. 30/April/2002**

UTTARAKHAND

State Protocol Rules,2002

CATEGORY-I

(On Official or Unofficial Visit, following dignitaries will be treated as the State Guest)

- i. The President of India**
- ii. The Vice President of India**
- iii. The Prime Minister of India**
- iv. The Speaker/ Deputy-Speaker, Lok Sabha; Chairman/ Deputy-Chairman, Rajya Sabha**
- v. The Ministers/ State Ministers/ Deputy Ministers of Union Government**
- vi. The Chief Justice of India**
- vii. The Ex- President/ Vice President/ Prime Minister of India**
- viii. The Deputy-Chairman/ Members, Planning Commission**
- ix. The Governors of other States/ Lt. Governor of Union Territories**
- x. The Chief Ministers of other States**

continued.

CATEGORY-I

Continued.....

- xi. The Judges of Supreme Court
- xii. The Chairman/ Members, Finance Commission/SC/ST Commission/
National Human Rights Commission
- xiii. The Cabinet Secretary
- xiv. The Chief of Staff, all Armed Forces
- xv. The Governor, Reserve Bank of India
- xvi. All Hon'ble persons, awarded with "*Bharat Ratna*"
- xvii. The Speakers of other State's Legislative Assembly.

(All family members/ Team-members of the dignitaries[i-iii] will be treated as the State Guest, till their stay in the State; while dignitaries[iv-xvii] will be treated as the State Guest for maximum one week 's stay and mum of 4 family members.)

CATEGORY-II

(Only on Official Visit)

- i. Chairman/ Deputy Chairman of the Legislative Council of other States**
- ii. Chief Justice of High Courts**
- iii. Auditor General of India**
- iv. Chairman, Union Public Service Commission**
- v. Chief Election Commissioner of India**
- vi. Secretaries, Government of India**
- vii. Chairman, Central Administrative Tribunal**
- viii. Chief Secretaries of other States**
- ix. Chairman, Parliamentary Committees**
- x. Chairman, National Women Commission/ Backward Commission/ Minorities Commission**

(Maximum for 03 days stay and maximum 3 family members)

CATEGORY-III

- **State Government can declare-**
 - i. any Foreign Delegates & Other VIPs' as State Guest for maximum 03 days**

- **Provided:**
 - A. If their visit is in the interest the State or coming on an official invitation –
- they will get all facilities as of the Category-I above.**

 - B. If visit is not official, then –
- they will get transport, boarding and lodging facilities on payment basis.**

CATEGORY-IV

- **On the recommendation of the concerned administrative department / Chief Secretary, Hon'ble Chief Minister can declare any person or the delegation as State Guest, provided-**
 - **their visit is in the interest of the State. In such cases all the expenditure will be beard by the concerned Department.**

Family Members

- means- Wife or Husband of the State Guest, but as a special case, the maximum number can be extended up to 03.

Personal Staff

- Except the President / Vice President & the Prime Minister, maximum expenditure of 2 persons as the personal staff, will be beard by the State Government.

Welcome

- **State Guests will be received by the designated officers of the District Administration.**
- **While, the Departmental Guest will be received by the designated officers of the concerned Administrative Department.**

Stay Arrangements

- I. Preference will be given as follows:-**
 - i. The State Guest Houses; Inspection Bungalow & Rest Houses.**
 - ii The KMVN and GMVN Guest Houses.**
 - iii The Private Hotels, if above facilities is not available.**

(Maximum 04 rooms will be provided for the accommodation to the family members but no STD facility will be given except to the President / Vice President and the PM of the India.)

Security

- All State Guests will be given security by the DGP or SSP/ SP of concerned District as per instructions issued by the Government of India or The State Government from time to time.

Relaxation

- The State Government has power to relax any of these rules.

PROTOCOL FOR VISITING DIGNITARIES
FROM THE GOVERNMENT OF INDIA

(A) PRESIDENT OF INDIA

The President's visits are classified as public, official and private.

- Public Visits. - The President should be received on arrival and seen off at the time of departure by the Governor, Chief Minister, Chief Secretary to the State Government and the Inspector-General of Police.**
- The Mayor and Sheriff, if any, of the town visited should also be among those who receive and see off the President.**
- Honorary personal staff, senior officers (Central as well as State) and prominent non-officials at the place visited may be invited to be present on such occasions. In addition, foreign Consular representatives, if any, stationed at the place visited should be invited.**

Official Visits –

- If the visit is to the capital of a State, the arrangements for the reception and fare well will be the same as those mentioned in Para 3 and 4 except that the foreign Consular representatives need not be invited and the number of other invitees may be kept to the minimum. If, for any reason, the Chief Minister is unable to be present on arrival or departure of the President, one of the Senior Cabinet Ministers should be deputed instead.**
- If the visit is to a place other than the State Capital, the President should be received on arrival and seen off on departure by the Chief Minister or a Minister nominated by the State Government, the Commissioner or Deputy Commissioner and the Deputy Inspector-General or Superintendent of Police having jurisdiction at that place. The Mayor, if any of the town visited should also be among those who receive and see off the President.**

Private Visits.-

- **The President should be received and seen off by the Chief Secretary and the Inspector General or Commissioner of Police at the State Capital and the Commissioner or Deputy Commissioner and the Deputy Inspector-General or Superintendent of Police at other places.**
- **There will be no ceremonials on such occasions and other officials and non-officials need not be present.**
- **Accommodation and Transport. -During the visit of the President, accommodation and transport to the extent necessary, should be provided by the State Government, concerned, irrespective of the nature of the visit.**

VICE-PRESIDENT OF INDIA

Official Visits –

- If the visit is to a State Capital the Vice-President should be received by the Governor, the Chief Minister, the Mayor, the Chief Secretary and the Inspector-General of Police.
- If the visit is to a town outside the State Capital the Vice-President should be received and seen off by the Chief Minister or a Minister nominated by him. The President of the local Zila Parishad, the Mayor or President of the Local Municipal Body and the two senior most executive and police officers of the district.
- The above provisions will also apply in regard to the departure of the Vice-President.
- If the Vice-President is making a transit halt either at the State Capital or any other place in the State, one executive and one police officer deputed by the State Government may be present to render such assistance as may be necessary.

Private Visits –

One executive and one Police Officer only should be present on arrival and departure to render necessary assistance.

- Guard of Honour. -There should be no guard of honour or ceremonial without prior clearance from the Vice-President's Secretariat, whether the visit is official or private.
- Accommodation and Transport. -During the visit of the Vice-President, accommodation and transport to the extent necessary, should be provided by the State Government, concerned, irrespective of the nature of the visit.

PRIME MINISTER OF INDIA

- **Official Visits.** -If the visit is to a State Capital, the Prime Minister should be received by the Governor, the Chief Minister, the Mayor, the Chief Secretary and the Inspector-General of Police.
- **Members of the State Council of Ministers or other Officers** (except those who have specific duties to perform) need not be present.
- **If the visit is to a town outside the State Capital, the Chief, Minister or a Minister nominated by the State Government, the President of the local Zila Parishad and the Mayor or President of the Local Municipal Body and two senior most executive and Police officers of the district only should be present to receive the Prime Minister. In particular, the Governor need not be present.**
- **The above provisions will apply also in regard to the departure of the Prime Minister.**

- **If the Prime Minister is making a transit halt at a State Capital, the Chief Minister may, if he so desired, be present though it should normally not be necessary for him to do so.**
- **It is not necessary for the Governor to be present unless the Prime Minister or the Government wish to have a few minutes talks with each other.**
- **One executive and one police officer deputed by the State Government may be present to render such assistance as may be necessary.**
- **If the Prime Minister is making a transit halt in a town outside the State Capital, there is no need for the Chief Minister or any other Minister to be present. One executive and one police officer of the district only should be present.**

- **Private Visits** –
- It is not necessary for the Governor or the Chief Minister to be present unless the Prime Minister or the Governor or the Chief Minister wish to have a few minutes talk with each other.
- One executive and one police officer only should be present on arrival and departure to render necessary assistance.
- **Guard of Honour.** -There should be no Guard of Honour or ceremonial without prior clearance from the Prime Minister's Secretariat whether the visit is official or private.
- **Carcade.** -The official carcade both at official and private visits of the Prime Minister should be as short as possible.
- Members of the Prime Minister's party should be accommodated three to a car. Under no circumstances should cars of State Minister, officials and other non-officials be tagged on to the carcade.
- **Accommodation and Transport.** -During the visit of the Prime Minister, accommodation and transport to the extent necessary should be provided by the State Government, concerned, irrespective of the nature of the visit.

GENERAL

- **Detailed instructions regarding the presence of the officers of the Army, Navy and Air Force at the place of arrival and departure of different dignitaries are issued by the Ministry of Defense.**
- **The above instructions do not apply to officials who have specific duties to perform at the place at arrival or departure of any dignitary in connection with the arrangements or for protection and security. Such officials should remain present at that place irrespective of the nature of the visit.**

- **GOVERNORS/LT. GOVERNORS/SPEAKER OF THE LOK SABHA UNION
CABINET MINISTERS, MINISTERS OF STATE, DEPUTY MINISTERS
AND DEPUTY SPEAKER OF THE LOK SABHA/ DEPUTY CHAIRMAN,
RASHTRA SABHA**
- **Official Visits -an officer should be deputed by the State Government to receive the dignitary on arrival and see him off at the time of departure.**
- **It is not necessary to make such arrangements if the dignitary arrives or departs by night air service or makes a transit halt.**
- **If, however, the dignitary wishes to be met by an officer of the State Government when he travels by night air service or in transit or desires any facilities such as transport to be provided, arrangements may be made by the State Government accordingly if the arrangements are specifically indicated in the tour programme.**