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भारत सरकार
GOVERNMENT OF INDIA

परमाणु ऊर्जा विभाग
DEPARTMENT OF ATOMIC ENERGY
औ. सं. एवं क. अनुभाग
IR&W SECTION

अणुशक्ति भवन
Anushakti Bhavan,
छ. शि. म. मार्ग
C.S.M. Marg,
मुंबई/Mumbai - 400 001

Ref. No: 4/7/2023/IR&W/ 12204

अगस्त/August 23, 2024

विषय: XXXIX वार्षिक डीआई खेल और सांस्कृतिक बैठक के लिए दिशानिर्देश -
2024-25 - तत्संबंधी।

Subject: Guidelines for XXXIX Annual DAE Sports & Cultural Meet
- 2024-25 – regarding.

वर्ष 2024-25 के लिए 39वीं वार्षिक डीआई खेल और सांस्कृतिक बैठक के लिए विभाग में सक्षम प्राधिकारी द्वारा विधिवत अनुमोदित दिशानिर्देश संलग्न हैं। अनुरोध है कि इन दिशानिर्देशों के आधार पर धनराशि जारी की जाए।

The guidelines for the 39th Annual DAE Sports and Cultural Meet for the year 2024-25 duly approved by the Competent Authority in the Department are enclosed. It is requested that funds may be released based on these guidelines.

(पी.के. सामिक्कण्णन P. K. Samikkannan)

(अवर सचिव, आईआर एंड डब्ल्यू Under Secretary, IR&W)

संलग्न: ऊपरोक्त अनुसार।

Encl: As above.

- 1) पऊवि यूनिटों के सभी प्रमुख।
All Heads of Constituent units of DAE
- 2) पीएसयू और सहायता प्राप्त संस्थानों के सभी प्रमुख।
All Heads of PSU and Aided Institutions
- 3) वेतन एवं लेखा अधिकारी, डीआई मुंबई।
Pay and Accounts Officer, DAE Mumbai



परमाणु ऊर्जा विभाग

क्रीडा एवं सांस्कृतिक परिषद

DEPARTMENT OF ATOMIC ENERGY

Sports And Cultural Council

Office: New Community Centre, Opp. Post Office, Anushaktinagar, Mumbai-400 094, Telephone/Fax : 2555 4486

Ref. No.: DAE S & CC/Game Guideline/AS/2024-25 /121991

August 22, 2024

XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET 2024-25

GAME GUIDELINES & FINANCIAL GUIDELINE FOR - EVENTS

A: GENERAL:

These guidelines will be applicable for XXXIX Annual DAE Sports & Cultural Meet - 2024-25.

1. **ELIGIBILITY:** Employees and trainees (to be absorbed on completion of training) in various Units of the Department, Public Sector Undertakings, Aided Institutions of the Department and staff members of the Atomic Energy Education Society are eligible to participate in the Meet. Canteen staff, whose salaries are fully borne by the concerned Units/Undertakings/Institutions are also eligible to take part in the Meet. The date of eligibility shall be the date of the selection trials in the concerned Unit.

DAE S & CC has decided to arrange friendly exhibition matches for the retired DAE employee at four locations (Mumbai, Hyderabad, Kalpakkam & Tarapur) on trial basis as per Annexure-A

2. **GROUPING:** The Eight groups, their names, their Leader Units and the constituent units of each group are as per **Annexure- 1**. (It also includes details about the color of the kit and the Council Emblem).

Name of meet shall be "XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET-2024-25"- Event Name. All the units are requested to include DAE S & CC logo and name of the meet as mentioned above in all their posters, banners, trophies, mementos, prizes and report of the meet. **Please ensure that all banners, ID cards badges and others circulars, pamphlets and flyers should be in bilingual.**

3. **INTERNAL SELECTION TRIALS:** The Leader Units are required to coordinate internal selection trials well in advance as per Council's guidelines. A spirit of cooperation, adjustment and goodwill is expected from all the groups (and their constituent Units) in this respect.
4. **GAMES, EVENTS & DATES FOR THE MEET:** These shall be as per the Calendar of Events, detailed in **Annexure 2**.
5. **NUMBER OF EVENTS, ENTRIES AND PRIZES:** These will be as per the **Annexure 3**. Adequate infrastructure should be made available to complete the activities within stipulated time period. The host unit may reduce the number of entries per group for individual events depending upon the facilities available. However, the aim should be to accommodate maximum no. of entries.
6. **GENERAL FORMAT AND RULES:** These will be as per **Annexure 4**.

7. **FLAGS FOR THE MEET:** Flags for the eight groups & also for the DAE Sports & Cultural Council shall be supplied by the Council for the XXXIX Annual DAE Sports & Cultural Meet 2024-25 to all the host units.
8. **MEET REPORTS:** Convener of the Organizing Committee of the Host Unit shall submit a meet report on the respective events as per the format enclosed (Annexure -5). The report shall be forwarded to Secretary, DAE S & CC through the Chairman of the Organizing Committee. In athletics & swimming, meet record, Inter DAE record for various events in the background of national records may be included in the report.
9. **Event Observer for the Meet:** Governing Council member of DAE S&CC or his authorize representative will be nominated as an observer to ensure that the meet is conducted as per the approved guidelines. The observer shall actively participate in the manager's meet and ensure the implementation of the game guidelines.

B. GENERAL GUIDELINES:

- 1.a) Host unit shall conduct the Team Events only if **minimum of 5 groups** have sent their entries by the date specified by the Host Unit. In case the number of participating teams at the time of Meet is equal to or more than 4 and less than 8, then in such case Host Unit can field an additional team.

For women event, **minimum 4 teams** are required to conduct the event. Council appeals all the DAE units to popularize the sports and cultural activities among the women employees and also encourage them for participation in DAE Sports & Cultural meet. Women may be allowed to participate in open category along with men (unisex) if separate women team is not there in a particular event.

- 1.b) Host Unit shall conduct individual events, only if minimum number of entries has been received at the time of the Meet. (This shall be maximum number of entries allowed per group multiplied by 4 for singles as well as doubles. Here also, the Host Unit can field an extra set of entries, if required).
- 1.c) In case, even after fielding an Extra entry/an extra set of entries from the Host Unit, the number is still less than the minimum number of entries required to conduct the team event (as specified on 1a above); then the event be conducted but **ONLY THE FIRST PRIZE** would be given. (In such cases, the Host Unit shall not be allowed to field the extra entry/an extra set of entries).
2. Minimum age limit for veterans is **50 years as on January 01.01.2024** (i.e. for persons born on or before 31.12.1973). Veterans can participate in veterans/open events but not in both.
3. Managers: For most of the events, there is a separate provision for the Manager, hence in this case the **Manager WOULD NOT PARTICIPATE** in the Events/Matches. However, in games where the provision is for Manager cum player or if a Group has not deputed any separate Manager then one of the participants can be designated as the Manager; in that case the participant concerned would be allowed to take part in various competitions.
4. Draws for the Fixtures shall be taken by the Tournament Committee, in the Managers meeting.
5. **Trophies** shall be given to the **Winner and Runners-up** as detailed in the Annexure 3. These Trophies, along with the Trophy for the **Fair Play**, shall be supplied by DAE Sports & Cultural Council. These are given on **permanent basis** and **shall be retained by the Units/Groups who are awarded with these Trophies.**

6. **Fair play** shield shall be awarded to the Group whose conduct, on and off the field, is found to be best throughout the Meet and adherence to all the Guidelines including the Kit. This shall be decided by the Chairman of the Organizing Committee, Convener of the Meet & Chief referee/umpire of the meet on the basis of feedback and observation.
7. "Person of the Meet" prize shall be awarded (in team games only as per Annexure -3) to an individual whose overall performance in the game is found to be the best. This shall be decided by the Chief umpires/judges, & Convener of the meet.

It is mandatory to select DAE team with reserve players by umpires/judges & Convener of the meet based on performance of the players during the DAE meet. The selected DAE team will be valid till next DAE meet and no separate camp will be organized by council before sending the team for the tournament. List of selected players for DAE team should be communicated to the council

8. i) Prizes/mementoes shall be given to those participants whose names have been given to the organizers in advance and are present at the Meet.
- ii) The nature of the prizes shall be decided by the Host Unit and the value should be around the amount mentioned in guidelines. No cash prizes shall be awarded.
- iii) There shall be **NO OTHER PRIZES** than those mentioned in the guidelines. This point must be specifically noted by the Host Units.

9. **For Cultural Only:**

- a. Accompanists and other supporting personnel for make-up, light, sound etc. will be provided by the host unit on specific requests from individual groups made well in advance. However, individual groups may field make-up, accompanists/supporting personnel **from within their own team without exceeding the number specified in Annexure 3.**
- b. The host unit shall provide the requisite facilities on/behind the stage, including Spotlight & Dimmers etc.
- c. Penalty for exceeding time limits for different events shall be specified by the team of judges beforehand.
- d. **No trophy/shield shall be awarded for any of the individual events.**

10. In case of Cultural, the overall trophies (First position/Second Position) will be awarded to Groups on the basis of total points earned by a group, as per the chart given below. In case of tie, First position will be awarded to the team champions. Similarly, the prizes for the Manager (Both in case of different games and as well as in Cultural) will be awarded to Groups on the basis of total points earned by a group as per the Chart given below:

Event/Item	<u>1stPosition</u>	<u>2ndPosition</u>	<u>3rd Position/Semi finalist</u>
Team Championship/ One Act Play/Fair Play	10	5	2
Individual Events/ Items	6	3	1
Man of the Meet Prize	6	-	-

11. Excellence in sportsmanship and discipline is expected from all the participants. Any act of indiscipline may lead to debarring an individual or the entire team for the future meets.

Archana
22-06-2024

(Dr. ARCHANA SHARMA)
Secretary, DAE Sports & Cultural Council

To:

All Leaders Units/ Host Units/ Council Members.

डॉ. (श्रीमती) अर्चना शर्मा / ARCHANA SHARMA
निदेशक / Director
किरणसुंज प्रौद्योगिकी विकास ग्रुप
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ANNEXURE-1

XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET – 2024-25

GROUPING OF THE UNITS

Sr. No.	NAME OF GROUP	CONSTITUENT UNIT*	LEADER UNIT	REPRESENTATIVE COLOUR
1.	AJANTA	BARC, MUMBAI	BARC	RED
2.	ELLORA	AERB, BRIT, DCS &EM, DAE, DPS, HWB, IRE, TIFR, TMC, NPCIL , ECIL, ACTREC AND AEES/AECS	DAE	PINK
3.	DWARKA	AMD(BARODA), AMD(NAGPUR), AFFF, RRCAT, HWP(BARODA), HWP(HAZIRA), IPR, KAPP(KAKRAPAR), PREFRE, WIP, TAPS, AECS, IRP AHMEDABAD & OTHER DAE UNITS AT TARAPUR & BARODA (CMAPP-JABALPUR)	TAPS	ORANGE
4.	PUSHKAR	AMD(DELHI), LAB (SRINAGAR & GULMARG) AMD(JAIPUR), DAE (DELHI), HWP(KOTA), AECS, SIRI, NAPS, GHAVPP, RAPS, & OTHER UNITS OF DAE AT RAWATBHATA & NARORA MRI&MP(ALAHABAD), GCNEP, HANLE LADAKH (MBRAPR-BANSWADA NPCIL)	RAPS	YELLOW
5.	KONARK	AMD(KHASMAL), AMD(SHILLONG), HWP(TALCHER), IOP(B), IREL(OSCOM), SINP, UCIL, VECC & OTHER DAE UNITS IN EASTERN REGION, NISER BHUBANESHWAR	UCIL	GREEN
6.	GOLCONDA	AMD(HYDERABAD), AMD(HQ), ODS, (KAIGA), NFC, AECS (HYD), RPUM, DAE UNITS OTHER THAN ECIL(HYD), BARC VIZAG, NPCIL @ VAIZAG (KOVVADA)	NFC	BLUE
7.	NAGARJUNA	ECIL, HWP(MANUGURU), AECS (MANUGURU)	HWP (MANUGURU)	INDIGO
8.	RAMESWARAM	AMD(BANGALORE), CWMF, HWP(TUTICORIN), ICGAR, GSO, KAPP(K), MAPS & ALL OTHER IREL UNITS IN SOUTHERN REGION, NRB KALPAKKAM, BARC FACILITIES, KALPAKKAM, NFC PAZHAYAKAYAL, NPCIL KUDANKULAM	MAPS	VIOLET

* Names of Constituent Units as indicated are not exhaustive. Individual Units (as also employee officially posted) at different locations may contact the nearest leader Unit and DAE Sports and Cultural Council for inclusion of their names.



COLOUR OF THE KIT AND COUNCIL EMBLEM:

1. Colour of the T-shirt/upper garment shall be the same as the colour allotted to the Group and colour of the Council emblem and the Group name shall be of a matching colour to be decided by the Group. However, in case of non-availability of T-shirts etc. of the specified colour, the concerned Group may opt for white colour for the T-shirt and the Council emblem and the Group name shall be printed in the colour that has been allotted to that Group. (This should be taken as an exception and not the rule).
2. Games requiring white dress shall have white T-shirts/upper garment and colour of the Council emblem and Group name shall be of the colour allotted to the Group.
3. Individual Groups may choose their own colour for the shorts/skirts/pants etc. Needless to say that the colour of the shorts/skirts/pants etc. shall be white for games requiring white dress.
4. Dress purchased as kit for cultural meet shall have the Council emblem tucked in/printed at a location where it is prominently visible. It is preferable that the colour of the dress is the same as that allotted to the Group so that the Groups will have their individual identity.
5. The Council emblem (Xerox copy enclosed as sample) shall be printed on the front left hand side of the shirt/upper garment where normally chest-pocket comes. Name of the Group shall be printed below the emblem.
6. The size of the Council emblem shall be the same as that of the enclosed sample. Size and type of lettering of Group name shall be selected by the Group matching with the emblem size and pattern.
7. Guidelines on kit already included in "Guidelines for Expenditure" for this Meet are also to be followed.

XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET – 2024-25**CALENDER OF EVENTS**

Event Schedule of XXXIX Annual DAE Sports & Cultural Meet-2024-2025 are as follows :

Sr. No.	Event	Proposed Host Unit 2024-25	HOST GROUP	Total Days for event	CONFIRMED DATES (To be indicated by Host Units)	
					Start date	Finish date
1.	Athletics	NPCIL, MUMBAI	ELLORA	3 Days		
2.	Badminton	HWPM, MANUGURU	NAGARJUNA	5 Days		
3.	Ball Badminton	KUDANKULAM	RAMESWARAM	5 Days		
4.	Basketball	NISER	KONARK	5 Days		
5.	Bridge	ECIL	NAGARJUNA	5 Days		
6.	Carrom	GCNEP	PUSHKAR	5 Days		
7.	Chess	DCSEM, MUMBAI	ELLORA	5 Days	23Sept24	27Sept24
8.	Cricket	NFC, HYDERABAD	GOLCONDA	5 Days		
9.	Cultural-I (Music & Dance)	BARC, MUMBAI	AJANTA	5 Days		
10.	Cultural-II (One act play, Poetry & painting)	TAPS, TARAPUR	DWARKA	5 Days		
11.	Football	BARC, TARAPUR	DWARKA	5 Days		
12.	Hockey	RAPS, KOTA	PUSHKAR	5 Days		
13.	Kabaddi	RRCAT, INDORE	DWARKA	5 Days		
14.	Lawn Tennis	IGCAR	RAMESWARAM	5 Days	27Jan25	31Jan25
15.	Table Tennis	KAKRAPARA (KAPP)	DWARKA	5 Days	16 Dec 24	20Dec24
16.	Swimming	KAIGA	GOLCONDA	3 Days		
17.	Volley Ball	VIZAG	GOLCONDA	5 Days		

Change, if any, in the given venues shall be communicated to all the Leader/Host Units by the IR&W, DAE/DAE Sports and Cultural Council and the exact dates for the respective events shall be communicated to all the Leader Units by the Organizing Units after getting it cleared/Approval from DAE Sports & Cultural Council.

(Dr ARCHANA SHARMA)

Secretary, DAE Sports & Cultural Council

डॉ. (श्रीमती) अर्चना शर्मा / ARCHANA SHARMA
निदेशक / Director

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ट्रॉम्बे, मुंबई / Trombay, Mumbai - 400 085.

To: All Leader Units/Host Units/Council Members

ANNEXURE-3

XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET – 2024-25 DETAILS FOR VARIOUS GAMES AND EVENTS

Sl.	Game Participants/Group	Events	Max No. of Entries from each group	Max Prizes		Shields			Remark
				1 st	2 nd	Win	R/up	Fair Play Shield	
1.	ATHLETICS (8 Gents, 6 Ladies, 4 Veterans (Gents) 2 Veterans (Ladies) & 1 Manager) (Total - 21)	100 Meters Race (Gents)	2	1	1	1	1	1	
		100 Meters Race (Ladies)	2	1	1				
		200 Meters Race (Veterans, gents)	2	1	1				
		400 Meters Race (Gents)	2	1	1				
		400 Meters Race (Ladies)	2	1	1				
		400 Meters Race (Veterans, gents)	2	1	1				
		1500 Meters Race (Gents)	2	1	1				
		4 x 100 Meters Race (Gents)	1	4	4				
		4 x 100 Meters Race (Ladies)	1	4	4				
		5 Km. Walk (Veterans, gents)	1	1	1				
		Discuss -(Gents)	2	1	1				
		Discuss (Ladies)	2	1	1				
		Long Jump (Gents)	2	1	1				
		Long Jump (Ladies)	2	1	1				
		200 Meters Race (Veterans Ladies)	2	1	1				
		3 Km. Walk (Veterans Ladies)	2	1	1				
				+(1 Manager)	+(1 Manager)				
		Total		23	23	1	1	1	
2.	BADMINTON 6 Gents, 4 Veterans Gents), 4 Ladies 2 Veterans Ladies) & 1 Manager) Total = 17	Team Championship (Men)	1	6	6	1	1	1	
		Team Championship (Veterans, men)	1	4	4	1	1		
		Team Championship (Ladies)	1	4	4	1	1		
		Individual Championship (Men Singles)	6	1	1				
		Individual Championship (Men Doubles)	3	2	2				
		Individual Championship (V Singles Men)	4	1	1				
		Individual Championship (V Doubles Men)	2	2	2				
		Individual Championship (Ladies Singles)	2	1	1				
		Individual Championship (Ladies Doubles)	1	2	2				
		Individual Championship (V Singles Ladies)		+(1 Manager)	+(1 Manager)				
		Individual Championship (V Doubles Ladies)							
		Total		27	27	3	3	1	
3.	BALL BADMINTON [(5+2 R & 1 Player cum Manager (Unisex)) + 2 Ladies Total = 10	Team Championship	1	8	8	1	1	1	
		Individual Championship [Doubles, Men/Unisex]	4	2	2				
		Individual Championship (Doubles Ladies)	1	2	2				
		Total		12	12	1	1	1	

4.	BASKETBALL (5+5 R & 1 Manager Unisex Total = 11	Team Championship	1	11 1 (Man of meet)	11	1	1	1	
			Total	12	11	1	1	1	
5.	BRIDGE [6 & 1 player cum Manager (Unisex)]+2 Ladies	Team-of-Four (Duplicate) Pair Progressive IMP Pairs IMP Pair (Ladies)	1 4 4 1 Total	6 2 2 2	6 2 2 2	1 1 1 1	1 1 1 1	1 1 1 1	
6.	CARROM (4 Gents 4 Ladies & 1 Manager) Total = 9	Team Championship (Men) Team Championship (Ladies) Individual Championship (Men Singles) Individual Championship (Men Doubles) Individual Championship (Ladies Singles) Individual Championship (Ladies Doubles)	1 1 4 2 4 2 Total	4 4 1 2 1 2 + (1 Manager)	4 4 1 2 1 2 + (1 Manager)	1 1 1 1 1 1	1 1 1 1 1 1	1 1 1 1 1 1	
7.	CHESS (Total 6 unisex including 01 player cum manager) Unisex	Team Championship Individual Championship	1 5 Total	6 1 1	6 1 1	1 1 1	1 1 1	1 1 1	
8.	CRICKET (17+1 Manager) Total = 18	Team Championship (One Additional First Prize is for "Man of the Meet")	1 Total	18+1 Man of meet	18	1 1	1 1	1 1	
9.	CUTURAL-I Music & dance (16 + 1 Manager . Total = 17)	VOCAL-LIGHT • Solo • Group Song (Minimum 3 & maximum 5 participant without exceeding the total of 17) VOCAL-CLASSICAL MUSIC • Hindustani • Carnatic INSTRUMENTAL • Hindustani & Western • Carnatic & percussion GROUP DANCE (maximum participants are limited to 8 including accompanists)	1 1 1 1 1 1 1	1 5 1 1 1 1 8 +1 Manager	1 5 1 1 1 1 8 +1 Manager	1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1	

10.	FOOTBALL (11+6 R can be unisex & 1 Manager) Total = 18	Team Championship (One Additional First Prize is for "Man of the Meet")	1	18 1	18	1	1	1	
			Total	19	18	1	1	1	
11.	HOCKEY (11+6 R can be unisex & 1 Manager) Total = 18	Team Championship (One Additional First Prize is for "Man of the Meet")	1	18 1	18	1	1	1	
			Total	19	18	1	1	1	
12.	KABADDI 7+5R can be unisex & 1 Manager) Total = 13	Team Championship (One Additional First Prize is for "Man of the Meet")	1	13 1	13	1	1	1	
			Total	14	13	1	1	1	
13.	LAWN TENNIS (6 Gents, 4 Veterans, 2 Ladies 1 Manager) Total = 13	Team Championship (Men)	1	6	6	1	1	1 F/P	
		Team Championship (Veterans, men)	1	4	4	1	1		
		Individual Championship (Men Singles)	6	1	1				
		Individual Championship (Men Doubles)	3	2	2				
		Individual Championship (Veterans, men Singles)	4	1	1				
		Individual Championship (V Doubles men)	2	2	2				
		Individual Championship (Ladies Singles)	2	1	1				
		Individual Championship (Ladies Doubles)	1	2	2				
				+(1 Manager)	+(1 Manager)				
			Total	20	20	2	2	1	
14.	TABLE-TENNIS (4 Gents, 4 Ladies 4 Veterans Individual Championship (Gents) 2 Veterans (Ladies) & 1 Manager) Total = 15	Team Championship (Men)	1	4	4	1	1	1 F/P	
		Team Championship (Ladies)	1	4	4	1	1		
		Team Championship (Veterans, men)	1	4	4	1	1		
		Individual Championship (Men Singles)	4	1	1				
		Individual Championship (Men Doubles)	2	2	2				
		Individual Championship (Ladies Singles)	4	1	1				
		Individual Championship (Ladies Doubles)	2	2	2				
		Individual Championship (V Singles Gents, men)	4	1	1				
		Individual Championship (V Doubles Gents)	2	2	2				
		Individual Championship (V Singles Ladies)	2	1	1				
		Individual Championship (V Double Ladies)	1	2	2				
				+(1 Manager)	+(1 Manager)				
			Total	25	25	3	3	1	
15.	VOLLEYBALL (6+6 R (can be unisex) & 1 Manager) Total = 13	Team Championship	1	13 1 Person of meet	13	1	1	1	
			Total	14	13	1	1	1	

ANNEXURE-4
XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET – 2024-25

GENERAL FORMAT AND RULES ETC. FOR VARIOUS GAMES AND EVENTS

Sl.	Game	Format	Rules of the tournament	Referees/Umpires
1.	ATHLETICS	For 100M, 200M, 400M & 1500M races the participants will be divided in 2 Groups of more or less equal number in case the total number of participants exceed eight. The first four runners from each group will qualify for the Final race. The composition of the two Groups will be decided by lot for individual athlete. For all other events, finals will be held directly.	As per the rules of the Federation.	In-house Qualified Referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host Unit
2.	BADMINTON	Best of 5 Matches(3 Singles & 2 Doubles) for Gents and best of 3 Matches(2 Singles and 1Double) For Veterans & Ladies; for Team Championships (League Matches in 2 halves and knockout for Semi Finals & Finals) Only Knock-out basis for Individual Events.	As per the Badminton Federation of India.	Drawn from Participating Teams and Volunteers from Local DAE Units.
3.	BALL BADMINTON	League Matches (in 2 halves) cum knockout for Semi-Finals and as well as for the Final Match for Team event and on Knockout basis for the individual events.	As per the Rules of the National Federation of Ball-Badminton	Drawn from Participating Teams and Volunteers from Local DAE Units.
4.	BASKETBALL	League Matches (in 2 halves) cum knockout for Semi-Finals and as well as for the Final Match.	As per the rules of National Basketball Federation	In-house qualified referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host unit.
5.	BRIDGE	League Matches (in 2 halves) cum Knockout for Semi-Finals and as well as for the Final Match for the Team Event and on Knockout basis for the individual Events.	As per the rules of the Bridge Federation of India	Drawn from Participating Teams and Volunteers from Local DAE Units.
6.	CAROM	League Matches (in 2 halves) cum knockout for Semi-Finals and as well as for the Final Match for Team event and on Knockout basis for the individual events.	As per the Rules of the National CARROM Association.	Drawn from Participating Teams and Volunteers from Local DAE Units.
7.	CHESS	Team Events played on league basis amongst 8 teams with 04 players from each team playing simultaneously and Individual event will be played on SWISS League basis.	As per National Chess Association	Drawn from Participating Teams and Volunteers from Local DAE Units.

8.	CRICKET	Based on available infrastructure, Knockout/League Matches (in 2 halves) of 20 over's each. Semi finals on Knockout basis of 25 over's each. Finals of 30 over's will be played. (If minor changes are required for the operational purpose, the same may be carried out during the manager's meet). Detailed Format will be circulated by the Host Unit.	As per the Rules of BCCI.	In-house Qualified Referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host Unit.
9.	CUTURAL-1	Event Vocal Light Music Solo Group song Classical Music Hindustani Carnatic Instrumental Hindustani & Western Carnatic & Percussion Group dance	Time 3-4 minutes 4-6 minutes 8-10 minutes 8-10 minutes 6-8 minutes 6-8 minutes 8-12 minutes	Panel of Judges for each events should comprise of Three members (Two outside judges and one representative from the participation team to be selected just before the start of a particular event). The final judgement shall be decided by average evaluation points obtained by each group. In case of a tie, outside judges will give final decision.
10.	FOOTBALL	League Matches (in 2 halves) cum knockout for Semi-Finals and as well as for the Final Match.	As per the rules of (IAFF) All India Football Federation	In-house qualified referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host unit.
11.	HOCKEY	League Matches (in 4 quarters) cum knockout for Semi-Finals and as well as for the Final Match.	As per the rules of IHF (Indian Hockey Federation)	In-house qualified referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host unit.
12.	KABADDI	League Matches (in 2 halves) cum knockout for Semi-Finals and as well as for the Final Match.	As per the rules of Indian Kabaddi Association	In-house qualified referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host unit.
13.	LAWN TENNIS	Individual events on knockout basis only Team championship: <u>Men</u> : Best of Five matches (03 Singles and 02 doubles matches). <u>Veteran</u> : Best of Three matches (02 Singles and 01 doubles match) Knockout basis	As per the rules of AILTA	Drawn from participating teams and volunteers from Local DAE Units

14.	TABLE TENNIS	Best of 5 Matches (Five Singles Only) for Gents and Best of Five Matches(2 Singles, 1 Double and 2 Singles) for Veterans & Ladies Team Championships (League Basis in Two halves and Knockout for Semi-Finals & Finals). And only on Knockout Basis for Individual Events. Semi-finals & finals for gents shall be of 7 games.	As per the rules of Table-Tennis Federation of India	Drawn from Participating Teams and Volunteers from Local DAE Units.
15.	SWIMMING	For 50 and 100 meter races, participants will be divided into 2 groups of more or less equal number in case total number of participants exceed the total number of lines available in the swimming pool. First 4 in each group will qualify for the final race. The composition of two groups will be decided by lots. For free style relay race the final will be held directly.	As per the rules of All India Swimming Federation	In-house qualified referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the host unit.
16.	VOLLEY BALL	League Matches (in 2 halves) cum knockout for Semi-Finals and as well as for the Final Match.	As per the rules of National Volleyball Federation	In-house qualified referees from DAE Units located at the venue. However, in case such referees/umpires are not available, the same may be arranged from outside by the Host unit
17.	CUTURAL-2	Poetry (own composition)- On the spot painting- One act play (max participants limited to 10 including the accompanied). – Best playlet Only first prize each for the following: a. Best artist (male) b. Best artist (female) c. Best supporting artist d. Best director e. Best technical effect f. Best set g. Best script (only DAE original script) h. Best manager	Time: 5-8 min Time: 2 hrs. Time: 45min.	Panel of Judges for each events should comprise of Three members (Two outside judges and one representative from the participation team to be selected just before the start of a particular event). The Final judgment shall be decided by average evaluation points obtained by each group. In case of a tie, outside judges will give final decision.

1. Note :

For all the Team Events/Individual events (either knockout or league) Group 'A' will have winner of the previous meet and the semi-finalist which lost to the runner-up; while Group 'B' will have the runner-up team and the semi-finalist which lost to the winning team. Other teams/participants will be placed by draw of lot.

2. IT IS IMPORTANT AND EXPECTED THAT EVERY INDIVIDUAL SHALL MAINTAIN DISCIPLINE AND EXHIBIT EXCELLENCE IN SPORTSMANSHIP ON AND OFF THE FIELD. THE MANAGER HAS TO PLAY A PIVOTAL ROLE IN THIS RESPECT. HENCE, THE CHOICE OF MANAGER MUST BE DONE KEEPING THIS OBJECTIVE IN MIND.
3. However, for team events for men in Badminton; the host unit may decide to reduce the format to Best of Three matches (1st. single, Doubles & 2nd. Single), depending upon the facilities available. In such case, the no. of players for Men Team Championship shall be reduced to Four. Accordingly, the no. of 1st & 2nd. Prizes shall also be reduced to four.

Archana
22-08-2024

(Dr. ARCHANA SHARMA)

Secretary, DAE Sports & Cultural Council

All Leader Units /Host Units/Council Members.

डॉ. (श्रीमती) अर्चना शर्मा / ARCHANA SHARMA
निदेशक / Director
किरणपुंज प्रौद्योगिकी विकास वर्ग
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ANNEXURE-5

XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET – 2024-25

MEET REPORTS

After the completion of the Meet, The Convener of the Organizing Committee shall submit a Report to the DAE Sports & Cultural Council, as per the format detailed below.

(As per the Guidelines, a meeting of the Managers of various Groups would have been conducted for general briefing and for taking out the fixtures/draws. It would be desirable if another meeting with the Group Managers is also at the end of the Meet in order to have their feedback and to include their various suggestions in the Meet Report itself).

1. The Report should give the summary of the Results, salient features and special highlights of the Meet, including a few photographs. The Report should be sent in a folder.
2. Annexure to the Report should include:
 - 2.1. Names of the participants (Group-wise along with the names of their respective Units.
 - 2.2. A separate set of photographs posted in the Report.
 - 2.3. Shortcomings, if any, in the Guidelines of the Sports council and suggestions for the future Meets.
 - 2.4. Shortcomings, if any, in conducting the Meet/event at your place and suggestions for the future Meets
 - 2.5. Level of performance of the Participants and suggestions for improving the standard. It is desirable that some quantitative input with regard to performance levels be indicated.
 - 2.6. General behaviour of the Participants. In case some Participants or a particular Group/Unit warrant any disciplinary action, the same may be mentioned.
 - 2.7. Difficulties encountered by your Unit in organizing this Meet.
 - 2.8. Spin-offs to your Unit as a result of conducting this and the previous Meets.
 - 2.9. Any good practice that you believe can be copied by other organising units in future.
 - 2.10. List of selected players of DAE team should be communicated to the DAE S & CC.

XXXIX ANNUAL DAE SPORTS AND CULTURAL MEET – 2024-25

GUIDE-LINES FOR EXPENDITURE

A. EXPENDITURE BY HOST UNITS:

1. BOARDING AND LODGING:

(Provision may be made for one day more than the duration of the meet i.e. starting from the Lunch of one day prior to the meet and up to the Breakfast of one day after the meet).

1.1 For Outstation Participants:

The Total Expenditure towards Boarding (Bed Tea, Breakfast, Lunch, Evening Tea & Snacks and Dinner) shall not exceed Rs.500/- per head per day. No amount to be collected from participants for Lodging and Boarding. Lodging shall be free for the participants and referee/judges for DAE meet.

1.2 For Local Participants & Volunteers:

The expenditure shall not exceed Rs.500/-per head per day. There shall be no charge for Local Participants and Volunteers. Number of volunteers shall be decided based on the requirements of the meet. However, the number of volunteers; on whom the expenditure as per the above rate will be made; shall not exceed 20 nos. or 40 % of the participants, whichever is higher.

1.3 In case the expenditure on this item is high due to hiring of cots/mattresses etc., the excess expenditure can be adjusted in miscellaneous expenditure (item no. 6).

2. SPORTS/STAGE EQUIPMENT, MATERIALS & ACCESSORIES etc.:

These shall be as per the minimum requirements for conducting the meet.

3. PRIZES (in kind only):

3.1 1st Prize: **Rs. 1500/-**; 2nd Prize: **Rs. 1200/-** and "Man of the Meet" Prize: **Rs.1500/-** (Prizes to be given strictly as per the specified Guide-lines for each Game/Event).

3.2 **Mementos:** Suitable mementos may be given to participants and volunteers/contributors as a mark of appreciation. Maximum number of mementos shall be limited to no. of actual participants plus 65 for volunteers.

SR. NO	EVENT	PARTICIPANT DETAILS		LOCAL VOLUNTEERS	TOTAL NUMBER OF MEMENTOES
		TEAM	TOTAL		
1.	ATHLETICS	21	168	65	233
2.	BADMINTON	17	136	65	201
3.	BALL BADMINTON	10	80	65	145
4.	BASKETBALL	11	88	65	153
5.	BRIDGE	9	72	65	137
6.	CAROM	9	72	65	137
7.	CHESS	6	48	65	113
8.	CRICKET	18	144	65	209
9.	CULTURAL-1	17	136	65	201
10.	FOOTBALL	18	144	65	209
11.	HOCKEY	18	144	65	209
12.	KABBADI	13	104	65	169
13.	LAWN TENNIS	13	104	65	169
14.	SWIMMING	7	56	65	121
15.	TABLE TENNIS	15	120	65	185
16.	VOLLEY BALL	13	104	65	169
17.	CULTURAL-2	15	120	65	185

Please note that the lodging charges should not be budgeted by the host unit.

- 3.3 Trophies and Council Flags will be sent by DAES&CC office Mumbai before the Meet. Manager/Captain of Ajanta Team/ Ellora Team is requested to collect & carry the flag and trophy for respective event from DAE S&CC Office at ASMC (NCC).

4. **REFRESHMENTS:**

- 4.1 **For Opening and Closing Functions:** Amount shall not exceed Rs.300/-per head for both the functions put together. The total no. of persons attending the functions shall also not exceed thrice the no. of participants.
- 4.2 **Refreshments during the Matches:** For Players, Referees & VIPs, if any, shall not exceed Rs.50/- per head per match.

5. **HONORARIUM TO JUDGES AND REFEREES:**

All the events shall be supervised by Referees/Judges/Umpires/Linesmen from within the DAE Units as far as possible and there shall be no honorarium paid. However, if no qualified Referees/Judges etc. are available from DAE Units located at the venue, they may be appointed from outside and paid appropriate Honorarium/Fee as applicable or on case to case basis.

6. **MISCELLANEOUS:**

This shall include printing of cards, certificates, program sheets, photography, Video-recording, ground marking and other miscellaneous items. (Additional expenses for item no.1 above can also be included here). The expenses under the Miscellaneous Head should be kept to the minimum and **in no case shall exceed 15% of the expenses being incurred on items 1 to 5.** (In case, it does exceed 15%, then it should be with sufficient justification).

7. **CAMP-FIRE DINNER/CULTURAL PROGRAMME ETC.:**

In case the Host Unit decides to organize these, it may do so, but the total expenditure on these **shall not exceed Rs 400 /- per head**, restricted to twice the number of the Participants.

8. **NON-RECURRING EXPENSES i.e. PERMANENT FACILITIES:**

Expenditure on this account shall be made keeping in mind that the facilities developed would be put to proper use in the subsequent years. Separate approval of the competent authority as per the normal procedures of the respective Units is required to be obtained for such expenditure.

9. **GENERAL:**

- 9.1 Budget estimates for the Meet shall be made by a Steering Committee, constituted by the Head of the Host Unit, as per the Guide-Lines mentioned above. The Host Unit shall make suitable Budget provision for the same and obtain the sanction from the Head of Unit/Corporate Office as the case may be.
- 9.2 Copies of the Budget Estimates and also of the Actual Expenditure shall be sent by the Host Unit to Additional Secretary, DAE (President, DAE Sports & Cultural Council) and also to the Secretary, DAE Sports and Cultural Council for information.

B. SUBSIDY TOWARDS PERSONAL KIT AND GENERAL EXPENSES FOR CULTURAL EVENTS:

(To be provided by the Concerned Units of the Group as per the number of participants from their Units).

1.	TOTAL ALLOCATION PER GROUP (for 230 Participants)	No. of Persons	Subsidy amount not to exceed (Rs. 4,35,000 + 84,000 + 15000) Rs.5,34,000/- in case all the listed events are conducted (for the Full contingent from any unit)
1.1	Events requiring Full Kit		Rs.2,500/-per participant
	Athletics	21	Rs.52,500/-
	Table Tennis	15	Rs.37,500/-
	Swimming	7	Rs.17,500/-
	Cricket	18	Rs.45,000/-
	Hockey	18	Rs.45,000/-
	Ball Badminton	10	Rs.25,000/-
	Basketball	11	Rs.27,500/-
	Badminton	17	Rs.42,500/-
	Volleyball	13	Rs.32,500/-
	Football	18	Rs.45,000/-
	Kabaddi	13	Rs.32,500/-
	Lawn Tennis	13	Rs.32,500/-
		174	Rs. 4,35,000/-
1.2	Events NOT requiring Full Kit		Rs 1,500/- per participant
	Cultural-1	17	Rs.25,500/-
	Carom	09	Rs.13,500/-
	Bridge	09	Rs.13,500/-
	Chess	06	Rs. 9,000/-
	Cultural-2	15	Rs.22,500/-
		56	Rs. 84,000/-
1.3	Additional expenditure on Items like costumes, sets, make up, instruments etc.		Not Exceeding Rs.15,000/- per group. This also includes other Miscellaneous expenses like hiring and transportation

2. GENERAL NOTES RELATED TO KIT:

- 2.1** The Concerned Units of the Group shall sanction subsidy towards kit etc., for the participants from the respective Units as per the amount mentioned above. If the Host Unit fields an additional team, as provided in the Game Guidelines, the expenditure for the increased no. of participants shall also be allowed. Provision for the subsidy shall be made by the concerned Unit/Units to which the participants of a Group belong.
- 2.2** All the participants from a Group for the same event shall have similar Kit. Leader Unit shall co-ordinate to ensure the same. Further, each participant from the same Group shall have a T-Shirt/Upper Garment compulsorily, with the monogram of the Council, in the specified colour for the Group.
- 2.3** There shall be **no special dress for March Past**, even if the Host Unit chooses to hold the same.

2.4 For the sake of uniformity, the Leader Units/Constituting Units are requested **not to sanction more subsidy than that one mentioned above.**

2.5 If a participant is selected for more than one Game (or a Game and the Cultural Event), and is permitted by the Unit concerned to participate in them, then he/she shall also be allowed subsidy towards Kit for that additional Game/Event also.

C. EXPENDITURE ON SELECTION TRIALS:

Selection Trials for the Group shall be conducted by different Groups as per the procedures indicated in the Guide-Lines circulated and being followed in the earlier years. However, the following points are being emphasized again:

1. There shall be no subsidy for boarding and lodging or Kit etc. for conducting the Selection Trials.
2. The Expenditure on Selection Trials within the Group shall be met by the Unit which has been given the responsibility of conducting the selection Trials (as defined in the Guide-Lines for these trials) or any of the constituent Units as decided in their Pre-selection Trials meeting. The expenditure during these trials should be restricted to items such as the necessary sports materials, nominal refreshments and other miscellaneous expenses needed for conducting the Selection trials.
3. Expenditure for the Selection Trials within the Individual Units will preferably be borne by the respective Staff/Sports Clubs of the Units within their Grant-in-aid. However, the Head of the Unit may examine the financial situation of the respective Staff/Sports Club to decide whether additional grant has to be sanctioned by the Unit for this purpose.

D. TA/DA AND SPECIAL CASUAL LEAVE FOR THE MEET AND THE SELECTION TRIALS:

1. **No TA/DA shall be admissible for the local participants for the Selection Trials as well as for the Meet for Sports & Cultural events.**

2. **TA/DA for Out-Station Participants & Observer:**

2.1 Travel limited to III tier AC class Train Fare (dynamic fare is admissible) & DA at the rate of Rs.200/- per day shall be admissible for the Selection Trials for DAE S&C meet (Annual) as well for the Meet for the Sports & Cultural events.

Players may travel by higher class & claim a fare which is maximum of III tier A class train fare.

2.2 Journey Allowance of Rs.300/- for 24 Hours and Incidental Charges of Rs.50/- (Lump sum).

3. **Leave for the Selection Trials as well as for the Meet is admissible as detailed below; under the Special Casual Leave provision which is limited to maximum of 30 days in a calendar year for participation in all such and other allied activities subject to following condition:**