

MOST IMMEDIATE
BY AIR MAIL

No. 1/7/2007-Public
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya

**

North Block, New Delhi,
dated the 2nd March, 2007

To

Dr. Vilayanur Ramachandaran,
Director of the Center for Brain and Cognition
and Professor with the Psychology
Department and the Neuroscience Programme,
University of California,
San Diego, USA.

Sub: Investiture Ceremony for presentation of Padma Awards – 2007

Dear Sir,

I am directed to inform you that the President of India will present the Padma awards in an investiture ceremony to be held at Rashtrapati Bhavan, New Delhi on Thursday, the 5th April, 2007 at 5.30 PM. A full-dress rehearsal of the function would be held at the same venue on Wednesday, the 4th April, 2007 at 4.00 PM. You are requested to kindly reach half an hour before the appointed time on both the occasions. **Formal invitation card for the ceremony (which would also be valid for the rehearsal day) will be made available to you on arrival at Delhi.**

2. For your convenience, information on various points connected with the function has been summarized below.

Board and lodging

3. Arrangement for your board and lodging is proposed to be made at Ashok Hotel, Chanakyapuri, New Delhi (Tele: 26110101, 26116161) from **3rd to 6th April, 2007** in a double occupancy room. **On arrival at Delhi, kindly reach the hotel direct where a room shall be reserved in your name.**

4. In case you propose to make your own arrangements for stay at Delhi, you are requested to kindly intimate your place of stay at Delhi, alongwith your contact telephone numbers, to enable us to coordinate the arrangements with you.

Guests

5. Two guests can accompany you to witness the investiture ceremony at the Rashtrapati Bhavan. The names of the guests are to be intimated to us for issue of formal

invitation in their names. **It is not necessary for the guests to attend the rehearsal function.**

Dress Code

6. No formal dress code has been prescribed for the ceremony. You may choose your dress for the occasion as per your convenience/liking.

Travel Expenses

7. The Ministry of Home Affairs would reimburse the cost of your air travel to New Delhi and back. You are requested to make your to and fro reservation for travel to Delhi and back accordingly. The travelling expenses incurred will be reimbursed to you on arrival at Delhi. Kindly retain the tickets purchased by you (or a copy thereof) for reimbursement. Besides reimbursement of the Airfare, you are also entitled to a lump-sum out of pocket allowance @ Rs. 1000/-.

Local transport at Delhi

8. You will be provided a hired vehicle (private taxi) at Delhi on **two days** - on the rehearsal day and on the day of the investiture ceremony for travel to Rashtrapati Bhavan and back. For this, you are requested to kindly get in touch with the **Padma Awards Help Desk** at Hotel Ashok.

Photographs of the ceremony

9. The coverage of the ceremony (still photos and video film) would be provided to you free of cost by the Ministry of Home Affairs after the ceremony. You are requested **not** to entertain any private photographer, who may approach you for providing the photographs of the ceremony.

Assistance

10. For your convenience, a **Help Desk** headed by Mr. Arun Sobti, Section Officer would be set up at Hotel Ashok on 3rd April, 2007 from 12 Noon onwards. The desk would also be functional on 4th, 5th and 6th April, 2007 from 9 AM to 7 PM.

11. On arrival at Delhi, you are requested to kindly confirm your arrival to the Help Desk. In particular, the desk would provide you the following assistance: -

- a) Invitations cards in respect of you and your guests would be available at the desk and can be collected from there.
- b) Travelling expenses will be reimbursed at the desk.
- c) The details of the hired vehicle to be provided to you on 4th and 5th April would be available at the desk.

Confirmation

12. **Mr. Arun Sobti, Section Officer (Public) has been assigned the responsibility of coordinating all arrangements related to the ceremony.** You are accordingly requested to address all correspondence/queries related to the awards ceremony to him. In particular, you are requested to provide to him specific information on the following points:-

- a) Whether attending the full dress rehearsal of the function on 4th April
- b) Whether attending the Investiture ceremony on 5th April
- c) Whether availing the board & lodging facility at Hotel Ashok
- d) Place of stay in Delhi in case you are not staying at Hotel Ashok
- e) Names of accompanying guests

Communication address

Mr. Arun Sobti
Section Officer (Public)
Ministry of Home Affairs
Room No. 13, North Block
New Delhi- 110001

Tele : 2309 2421 (Office) 9312207574 (Cell) email: arun.sobti@yahoo.com

Yours faithfully,



(S.K. Bhatnagar)

Deputy Secretary to the Govt of India

Tele : 23092035

[Faint handwritten notes and stamps are visible in the background, including the number 828-1223550 and the word 'NOVA']