

CENTRAL ARID ZONE RESEARCH INSTITUTE, JODHPUR

VARIOUS COMMITTEE AND THEIR FUNCTIONS FOR ORGANISATION OF INTER ZONAL SPORT TOURNAMENT AT CAZRI DURING FEBRUARY 8 – 12, 2016

| NAME OF COMMITTEE | FUNCTIONS/DUTIES |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CO – ORDINATION COMMITTEE | |
| Dr. O.P. Yadav, Chairman Dr. R.K. Bhatt Dr. A.K. Mishra Dr. Mahesh Kumar Dr. Anurag Saxena, Org. Sec. CDM, CAZRI Sh. K.L. Meena, CAO Sh. Karan Singh, F&AO | <ul style="list-style-type: none"> • Planning & Co-ordination and overall supervision of sports activities • Finalization of sports programmes etc. |
| PROGRAMME/ DRAW COMMITTEE | |
| Dr. R.K. Goyal, Chairman Sh. Mukesh Gehlot Sh. Arvind Verma Sh. Sumer Katoch | <ul style="list-style-type: none"> • To draw the ties in the Conference hall of the institute, generate computer out put • To prepare copies of ties drawn, provide to each CDM/Managers and other concerned official • To respond to queries regarding stay, arrival, departure etc. from will have a list of teams, participants, CDM and stay arrangements |
| COMMITTEE FOR CONDUCTING OUT-DOOR GAMES (MEN & WOMEN) | |
| Dr. M.P. Rajora, Chairman Dr. P.C. Moharana Dr. Pradeep Kumar Sh. M.S. Nathawat Sh. Kumbh Singh Sh. Surjeet Singh Sh. Pradeep Bhardwaj Sh. Veer Singh Sh. Jalam Singh | <ul style="list-style-type: none"> • Overall arrangements of organization of outdoor sports • Fixtures, schedule of events, arrangement of referees (event wise) • To prepare the list of items required for conducting sports and intimate the requirements to purchase committee • To coordinate various games and athletic events and supervise the conduct of these events/games |
| STAGE MANAGEMENT COMMITTEE | |
| Dr. Pratibha Tiwari, Chairman Dr. Nisha Patel Sh. Dipankar Saha Dr. Archana Verma Sh. Gaje Singh Jodha | <ul style="list-style-type: none"> • Arrangements for inaugural function and closing ceremony • Arrangements of band for parade during inaugural function and closing ceremony • To keep copies of ties drawn/programme • To announce the timings of event and keep the record of results of all events and announcement of results of various events • Hand over the results of day to day events to publicity committee for publication in daily news papers and to Prize/Certificate committee for preparation of certificates |

| COMMITTEE FOR PURCHASE OF SPORTS ITEMS | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dr. Dilip Jain, Chairman Dr. Rajwant Kalia Sh. I.B. Kumar, AO F&AO/nominee Sh. Sujeet Kumar Singh Sh. Suraj Prakash Sh. S.K. Thakur | <ul style="list-style-type: none"> • The committee will prepare list of sports items required during sports events and purchase them locally • Contingent advance will be drawn to purchase immediate items required during sports, if any • Purchase of badges for guests and VIPs |
| COMMITTEE FOR PURCHASE OF PRIZES & PRINTING/PREPARATION OF CERTIFICATES | |
| Dr. N.R. Panwar, Chairman Dr. P. Santra Dr. N.K. Jat Sr. AO/Nominee F&AO/Nominee Sh. Raj Kumar Mathur Sh. S.B. Sharma | <ul style="list-style-type: none"> • Preparation & publication of invitation cards/souvenir and distribution of invitation for both inaugural and closing function • Purchase of prizes and printing of certificates and writing of name of winner/runner with their institute • Purchases of memento etc. for chief guests for inaugural and closing function |
| PLAY GROUND PREPARATION COMMITTEE | |
| Dr. H.R. Mahla, Chairman Dr. Akath Singh Dr. Pratap Singh Khapte Sh. M.L. Swami Sh. Roop Singh Sh. Jalam Singh Farm Staff | <ul style="list-style-type: none"> • Preparation of ground for all races, long and high jump, discuss throw, shot put, javelin throw, volley ball (shooting/smashing), kabbadi and football ground etc. |
| TRANSPORT & RECEPTION COMMITTEE | |
| Er. Dinesh Mishra, Chairman Dr. A.K. Singh Sh. S. Ansari Sh. Amit Singh Sh. Mahipal Singh | <ul style="list-style-type: none"> • Committee may pool the vehicles of the Institute, arranging additional vehicles from other organizations/institutions. To allot vehicle as per requirement • To receive guests and contingents at Railway/Bus station and guide them to their nominated hotel/guest house/hostel • To bring contingent from place of their stay to CAZRI/event places and back to their destination |
| WATER SUPPLY COMMITTEE | |
| Sh. M.L. Swami, Chairman Sh. S.K. Vyas Sh. Roop Singh Rathore Sh. Jalam Singh Sh. Chatter Singh | <ul style="list-style-type: none"> • Providing drinking water at one spot and drinking water must be available all the time during sports near the ground of respective events • Arrangements of 200 L drums and men to serve water • To arrange for water pipe line up to the ground |
| ELECTRICITY COMMITTEE | |
| Sh. Hansraj, Chairman Mr. Ramesh Panwar Mr. Sanjay Purohit | <ul style="list-style-type: none"> • To ensure uninterrupted electricity supply |

| BOARDING & LODGING COMMITTEE | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dr. Mahesh Kumar, Chairman Sh. S.P. Seth Sh. J.S. Chauhan Sh. S.B. Sharma Sh. Prakash Vimal Sh. Bhanwar Lal Bose | <ul style="list-style-type: none"> • To arrange accommodation for guests and contingents in specified hotels/guest house hostel and handover the allotment list to reception committee of transport committee for necessary arrangement of transportation |
| REFRESHMENT COMMITTEE | |
| Dr. R.K. Singh, Chairman Dr. Ramesh C. Kasana Sh. Pradeep Mathur Sh. Karan Singh Sh. Suraj Prakash | <ul style="list-style-type: none"> • The committee will take a list of total number of contingents from the organizing committee and distributed of packed refreshment to Institute's contingents, after Inaugural function. • Arrangement of refreshment for chief guest/CDM and managers and invited persons in guest house after inaugural function/march past • Arrangements of packed lunch to sports referees on daily basis |
| PRESS/RESULTS PUBLICITY COMMITTEE | |
| Dr. R.K. Goyal, Chairman Sh. Bahadur Singh Mrs. Madhubala Charan Sh. Deva Ram Sh. Suraj Prakash Sh. Surendra Kumar Sh. Ramesh Kumar | <ul style="list-style-type: none"> • Collection of results of winners/runners of every event daily from stage management committee for publication in daily newspapers • Photographers will take the photos of inaugural function and other events and provide it to IPO for publication. Later, one album will have to be prepared |
| MEDICAL AID COMMITTEE | |
| Dr. B.K. Mathur, Chairman Sh. Gulab Singh Sh. Nar Singh | <ul style="list-style-type: none"> • The team leader/members, may remain at the ground all the time and purchase emergency (first aid) medicines • To arrange govt./authorized doctors to be present during the events for medical assistance. Also to arrange for nursing staff, ambulance etc. during sports |
| COMMITTEE FOR CONDUCTING INDOOR GAMES | |
| Dr. Hari Mohan Meena, Chairman Dr. Khuswant B. Chaudhary Sh. P. Shantaraja Sh. S. Ansari Sh. Keshu Lal Sankhla | <ul style="list-style-type: none"> • Booking stadium for indoor events & arrange for items required for indoor games (badminton, table tennis) • To Liaison with university sports authorities. Planning and conducting of other events including arrangement of referees |
| COMMITTEE FOR CONDUCTING CHESS & CARROM | |
| Dr. J.C. Tiwari, Chairman Dr. P.K. Roy Dr. Soma Srivastava Sh. S.N. Sen Sh. Goverdhan Ram Sh. Anna Ram | <ul style="list-style-type: none"> • To arrange for carrom, chess and related facilities and also to arrange for referees. To intimate the participants about ties and if needed to for draw of ties before the start of tournament |

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SECURITY COMMITTEE | |
| Sh. K.L. Meena, Chairman Sh. M.L. Swami Sh. Shyam Singh Sh. K.R. Dewasi | <ul style="list-style-type: none"> • Overall security arrangement |
| CULTURAL COMMITTEE | |
| Sh. A.K. Sharma, Chairman Smt. Madhu Bala Charan Sh. Ramesh Panwar Sh. Suraj Prakash Smt. Rajni Mathur Sh. Gaje Singh Jodha | <ul style="list-style-type: none"> • To arrange for cultural evening on scheduled date Song and drama division may be contacted |
| STAGE PREPARATION /TENT COMMITTEE | |
| Sh. Hansraj, Chairman Sh. M.L. Swami Sr. A.O./Nominee AF.A.O./Nominee | <ul style="list-style-type: none"> • Arrangement for tent/chairs & other items required during inaugural/closing ceremony • To compile requirements of tents, chairs and other items to be procured from tent house from stage management committee, refreshment committee, culture committee etc. • To obtain quotation for the above items • To arrange for installation of tents, 'facilities' etc. |
| JURY COMMITTEE | |
| Dr. O.P. Yadav, Chairman Dr. R.K. Bhatt Dr. A.K. Mishra Dr. Anurag Saxena, Organizing Secretary Concerned Referee of event Concerned CDM of Institute | <ul style="list-style-type: none"> • On receipt of written complaint. and in the event of any dispute, the committee will give appropriate decision |

Note: The Chairmen of the committees have option of adding or deleting any other names in the committee in consultation with Org. Secy.

Submitted for kind approval

(Anurag Saxena)
Organizing Secretary
Inter Zonal Sports 2015

Director