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No. 22-02/2018-WL&Sports
Government of India
Ministry of Communication
Department of Posts
(Welfare & Sports Section)



Dak Bhawan Sansad Marg
New Delhi -110001

Dated: 17.01.2019

To
All Heads of Postal Circles

Subject: GUIDELINES RELATING TO ALL INDIA POSTAL CULTURAL MEET - regarding.

Sir/Madam,

The following rules will govern the conduct of All India Postal Cultural Meet w.e.f 1st April 2019. They will be superseding all previous instructions issued in this regard:-

1. **CIRCLE LEVEL COMPETITIONS AND SELECTION:**

- 1.1. Each participating Circle must initiate the preliminary screenings at Regional and Circle level and complete the same as early as possible with reference to instructions given. The names of the competitors, along with names of participating events may then be sent to the Organizing Secretary of the host Circle where the Cultural Meet is to be held and to this office immediately after the respective Circle Level selection competitions are over
- 1.2 The actual programme for the conduct of the meet, venue and other relevant information will be intimated by the host Circle in due course.

2. **PARTICIPATION**

- 2.1. All Postal Circles may participate in the All India Postal Cultural Meet and each Circle may send only one team.
- 2.2. The Postal Directorate may participate in Delhi Circle
- 2.3. Each Circle may send up to a maximum of 16 participants, two accompanists and one Manager. In case Manager is a participating artiste then the number of Participants other than Manager should not exceed 15. However, if sponsoring Circle is not sending group dance team then maximum of 14 participants, one accompanist and one Manager. In case Manager is a participating artiste then the number of Participants other than Manager should not exceed 13. (Limits mentioned in this para are

Darshy Baul

not applicable for Short play. The limit for number of artist of Short Play is separately mentioned at para 6.)

3. **ELIGIBILITY FOR PARTICIPATION:**

- 3.1. The employees of the Department (including GDS), their spouse and dependent children can participate in the Meet. Definition of dependent children will be as per specifications of Government of India.
- 3.2. While sending the entries, the Welfare Officer of the Circle will indicate the designation and office of posting in respect of employees. In respect of spouse and dependent children of employees, he should furnish the names of participants, details of the employee and relationship and dependency certificate in respect of dependent children.

4. **PATTERN OF COMPETITIONS:**

- 4.1 The competitions will be held in two group's viz. Junior Group and Senior Group.
- 4.2 For the Junior Group only those dependent children of the employees will be eligible who are below 14 years of age.
- 4.3 For determining the age crucial date will be 30th September of the year of the meet irrespective of the date of organization of the Meet. For example, for the Meet of the year 2019-2020, the crucial date will be 30.09.2019.
- 4.4 In case the child is above 14 years of age he/she cannot participate in the junior group.
- 4.5 The Employees, their spouse and their children above 14 years of age, may participate in the Senior Group.
- 4.6 The total number of participants in Junior and Senior Groups put together in respect of any Circle will not exceed the limit as prescribed in Para 2 .3 above.
- 4.7 In cases of participants in the Junior Group, the Welfare Officer of the Circle will personally verify the date of birth of the child and will indicate it on the entry form sent to the host Circle. A copy of any government issued birth certificate/age proof may be obtained and enclosed with the entry form, duly attested by the Welfare Officer. In case the above provisions are not complied with, the participants in the Junior Group may not be sent for the Meet as they will not be allowed to participate under any circumstances.

5. **ITEMS OF COMPETITION**

The Competitions will be held broadly in the following streams:

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(i)	Music	(a)	Hindustani Style
		(b)	Carnatic Style
(ii)	Dance	(c)	Classical Solo Dance
		(d)	Group/Folk Dance
(iii)	Mono-Acting		
(iv)	Short Play		

5.1 (i) MUSIC

Competition will be held separately for Hindustani and Carnatic styles, in vocal and instrumental music. Items and time allowed for the two groups are as follows:-

(A) HINDUSTANI STYLE

Sl No.	ITEM	Time Allowed	
		Senior Group	Junior Group
(i)	Vocal Music Classical	10 minutes	07 minutes
(ii)	Vocal Music Light	04 minutes	04 minutes
(iii)	Vocal Music Folk	04 minutes	04 minutes
(iv)	Instrumental Music-String: Sitar, Violin, Sarod, Guitar	10 minutes	07 minutes
(v)	Instrumental Music-Wind: Flute, Shehnai	10 minutes	07 minutes
(vi)	Instrumental Music- Percussion: Tabla, Pakhawaj	10 minutes	07 minutes

(B) CARNATIC STYLE

Sl No.	ITEM	Time allowed	
		Senior Group	Junior Group
(i)	Vocal Music Classical	10 minutes	07 minutes
(ii)	Vocal Music Light	04 minutes	04 minutes
(iii)	Vocal Music Folk	10 minutes	04 minutes
(iv)	Instrumental music- String: Violin, Veena	10 minutes	07 minutes
(v)	Instrumental Music- Wind: Flute, Nadaswaram	10 minutes	07 minutes
(vi)	Instrumental Music- Percussion: Mridangam, Ghatam	10 minutes	07 minutes

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5.1 (ii) DANCE

Competition will be held separately for classical solo Dance forms and Group/folk Dance. The details are as under:-

(A) CLASSICAL SOLO DANCE

Competition will be held in the following classical solo Dance forms:-

Sl No.	ITEM	Time allowed	
		Senior Group	Junior Group
(i)	Bharatanatyam	12 minutes	7 minutes
(ii)	Kathakali	--do--	--do--
(iii)	Kuchipudi	--do--	--do--
(iv)	Kathak	--do--	--do--
(v)	Manipuri	--do--	--do--
(vi)	Odissi	--do--	--do--
(vii)	Satriya	--do--	--do--
(viii)	Mohiniyattam	--do--	--do--

(B) GROUP/ FOLK DANCE

Competition will be held in Group/Folk Dance. A minimum of 4 and maximum of 8 participants may perform a group/folk dance depicting any custom in Indian Cultural Heritage. **Time allowed will be 10 minutes for Senior Group and 7 minutes for Jr. Group.**

5.1(iii) MONO-ACTING

Competition will also be held in mono-acting. Time allowed will be 5 minutes for both the Senior and Junior groups. The time limit includes the introduction by the participant as to what he/she is performing and the acting as well. The introduction, if any, will be given by the concerned participant.

6 SHORT PLAY

- There will be a short play competition. The play may be on a theme of social relevance.
- It should be an original script written by an employee of the Department or his/her spouse or dependent children. **Script should not have been staged during the last 4 years or been rejected in the past.**
- The scripts will be sent to the Directorate neatly typed in triplicate for selection. If the script is in regional language then complete English translation may also be sent neatly typed in triplicate.

Darsh Barla

- d) A maximum of 6 scripts will be selected by the Directorate for entry into the competition. The script once approved by the Directorate will not be changed.
- e) A maximum of 8 artists will be allowed in a short play. No artist will be allowed to play more than one role. All the artists (male, female and children) will be from amongst the members of staff of the Circle, their spouse and dependent children.
- f) In addition to 8 participants, there can be a Director in the short-play team. The Director also will have to be a member of the staff, their spouse or dependent children. In case the Director participates in the play, the contingent of short-play team will be restricted to 8 only and not nine.
- g) The duration of short play will be a minimum of 20 minutes and up to a maximum of 45 minutes. Fifteen minutes will be allowed for setting, lighting and dismantling etc. There will be no interval in the play.
- h) There should be minimum number of breaks during the One Act Play
- j) Preference may be given to new comers over those who have been representing the Circles in the past.

7. OBSERVANCE OF TIME LIMIT

- 7.1 The time limits prescribed for various items are the maximum outer limits only. A participant will have to perform within the prescribed time limit. In case any participant exceeds the prescribed time limit marginally, he/she may not be disqualified but marks may be deducted by the Judges. In case one exceeds the time limit abnormally, the judges may disqualify the participant. In case of short-play, the same rules will apply to the Circles. In this context, the host Circle may brief the Judges accordingly.
- 7.2 **For proper observance of time limit, all the events will invariably be video recorded by the host Circle. (Host Circle may use any electronic device for video recording purpose, professional cameras are not mandatory). Recorded video may be kept with the host Circles at least up to the closing ceremony.**
- 7.3 For observing the time limit, a three colour lighting system will be there, for guidance of the performer as well as the Judges. When the item starts, green light will be on and on completion of the scheduled time, red light will be on. For items in which prescribed time limit is up to 5 minutes, yellow light will be on, before one minute of completion and for items in which prescribed time limit is above 5 minutes, yellow light will be on before 2 minutes of completion of scheduled time. **For Short Play the yellow light will be on before 10 minutes before the completion of scheduled time.** A time keeper will observe this with a stop watch.
- 7.4 In case of Vocal music time, count will start as soon as a participant starts singing. In case of instrumental music time count will start as soon as a

Darshini Baral

participant starts playing the instrument. In dance items time count will start as soon as a participant appears on the stage, or in case someone starts from Centre stage, time count will start as soon as movement starts. In case of short play time count will start as soon as the screen of the stage is opened. In case of mono-acting time count will start as soon as the participant starts explaining, in case one explains before acting, or in case there is no explanation time count will start as soon as one starts performing.

8. STANDARD OF PARTICIPATION

Merely winning a first place in a particular item in Circle level meet shall not entitle one to participate in the All India Meet. The Circle boards, before sponsoring a participant should satisfy themselves that the participant conforms to a considerably good standard of performance. In case the winner of the first place in the Circle level meet is not available for participation in the meet, the person securing second position can also be sponsored in case the participant conforms to a good standard of performance.

9. ACCOMPANIST

- 9.1 Each Circle can bring up to **two accompanists (provided the Circle is participating in Group/Folk Dance event) or one accompanist (if Circle is not participating in Group/Folk Dance event)**, if necessary, for accompanying any of items mentioned in Para's 5.1(i), 5.1(ii) and 5.1(iii).
- 9.2 The accompanist need not necessarily be an employee of the Department or his/her spouse or dependent children.
- 9.3 Additional accompanist, if any required, is to be provided by the host Circle.
- 9.4 There is, however, no restriction on the other participating artistes of the same circle in accompanying any participant of the Circle.
- 9.5 Host Circle will provide three accompanists.

10. GUIDELINES FOR JUDGES

Sample proforma for judgment of performances are attached from Annexure-I to VI. They may be provided to the judges concerned separately for each event. (These are for **reference purposes only** and not to be made bounding on the judges)

Annexure – I	(Mark sheet proforma for Vocal Music)
Annexure – II	(Mark sheet proforma for Instrumental Music)
Annexure – III	(Mark sheet proforma for Classical Solo Dance)
Annexure – IV	(Mark sheet proforma for Group/Folk Dance)
Annexure – V	(Mark sheet proforma for Mono-Acting)
Annexure – VI	(Mark sheet proforma for Short Play)

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11. ESCORT

- 11.1 One escort will be allowed for each male artist up to 15 years (Fifteen years) of age, and each female artist up to 18 years (eighteen years) of age.
- 11.2 The crucial date for determining age limit will be the same as indicated in Para-4.3.
- 11.3 The child artist's parents or elder (adult) brother elder (adult) sister will be accepted as escort. In case the employee, whose ward is a participant, nominates anyone other than himself/herself as an escort, a declaration may be obtained from him/her to this effect. The employee of the Department shall be responsible for the conduct of the escort.
- 11.4 If more than one child (entitled for escort) of the same official participates in the meet, only one escort for all children will be permitted.

12. LIMITATIONS IN PARTICIPATION

- 12.1 In no item can there be two participants from the same Circle-
- 12.2 No participant can participate in more than two items in a particular group as indicated below:

Group 'A'	Items indicated in sub para (i), (ii), (iii) of Para 5.1 (i) (A) & sub para (i), (ii), (iii) of Para 5.1 (i) (B).	Vocal Music Classical, Vocal Music Light, Vocal Music folk- both Hindustani and Carnatic Style.
Group 'B'	Items indicated in sub para (iv) of Para 5.1 (i) A & & sub para (iv) of Para 5.1 (i) (B).	Instrumental music-string sitar, violin, sarod, Guitar – Hindustani Style. Instrumental music-String Violin, Veena-Carnatic Style
Group 'C'	Items indicated in sub para (v) of Para 5.1 (i) A & & sub para (v) of Para 5.1 (i) (B).	Instrumental Music-Wind Flute, Shehnai – Hindustani Style. Instrumental Music-Wind Flute, Nadaswaram – Carnatic Style.
Group 'D'	Items indicated in sub para (vi) of Para 5.1 (i) A & & sub para (vi) of Para 5.1 (i) (B).	Instrumental music – Percussion Tabla, Pakhawaj – Hindustani Style. Instrumental music– Percussion Mridangam, Ghatam – Carnatic Style
Group 'E'	Items indicated Para 5.1 (ii) (A).	Classical Solo Dance- Bharatanatyam, Kathakali, Kuchipudi, Kathak, Manipuri, Odissi, Satriya, Mohiniyattam.

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13. HONOURS AND AWARDS

- 13.1 On the basis of performance of the participants and their standard of performance three best participants (circles in case of group dance) will be selected for first, second and third prizes. In case of short play, 2 best Circles will be awarded Championship prize and runner-up prize.
- 13.2 In case of a tie in marks more than one participant can be ranked in the same position and may be given prizes.
- 13.3 Participants below 8 years of age whose performance is up to a certain standard may also be given consolation prizes.
- 13.4 It is, however, not mandatory to award all or any of the prizes for first three positions. Prizes may be given for all or any of the position, if the participants are adjudged suitable for these positions on the basis of performance. If performances of none of the participants are up to the mark then no prizes may be given. The judges may be briefed by host Circle accordingly.

14. PANEL OF JUDGES & JURY OF APPEAL

- 14.1 The performance of the participants will be adjudged by a panel of judges, whose decision will be final.
- 14.2 All the judges will have to put their signatures on the formal result sheet after the marks are compiled. This will be further authenticated by the Directorate's Observer, Technical delegate and a designated officer of the host Circle. Results would be announced on the same day.
- 14.3 There can, however, be an appeal against any of the decisions in the meet to a Jury of Appeal comprising of the following:

Chairman	Chief Postmaster General or a SAG Officer nominated by CPMG
Member-I	DPS (HQ)
Member-II	Directorate's Observer
Member-III	Technical Delegate

The Jury of appeal should dispose of the appeals at the earliest and in any case before close of the meet and announce the decision.

- 14.4 In disputed items prize distribution will be held up till the announcement of decision of Jury of Appeal. No appeal will be accepted after distribution of prizes.

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15. BEST CIRCLE AWARD

15.1 A Best Circle Award and a Second Best Circle Award will be given on the basis of performance of participants in items indicated in Para's 5.1 (i), (ii), (iii) and (iv).

15.2 For this purpose the following point system will be followed

(X) For all items except that indicated in Para 5.1 (ii) (B):-

First Position	5 Points
Second Position	3 Points
Third Position	1 Point

(Y) For Group Dance as indicated in Para 5.1 (ii) (B):-

First Position	10 Points
Second Position	6 Points
Third Position	2 Points

15.3 The Circle obtaining maximum number of points will be given 'Best Circle Award' and the Circle obtaining next to maximum number of points will be given the Second Best Circle Award.

15.4 In case of tie for any position on the basis of number of points, the Circle obtaining more number of first prizes will be given the award.

15.5 In case of a tie on the basis of number of first prizes, the Circle obtaining more number of second prizes will be given the award.

15.6 Further in case of tie on the basis of number of second prizes, the award will be given to the Circle having smaller contingent. For the purpose, of deciding strength of the contingent, the number of participants, Manager and accompanist will be taken into consideration.

15.7 If despite the above, there is a tie, joint winners for the particular award will be declared.

16. AWARDS IN SHORT PLAY

16.1 In the short play competition the following awards will be given on the basis of assessment of the panel of judges:

- a) Best Actor prize.
- b) Second prize in Acting (Male).
- c) Best Actress prize.
- d) Second prize Acting (Female)

Danij Baul

- e) Best Director Prize.
- f) Second prize in Direction
- g) Best Script prize
- h) Second prize in Script
- i) Championship prize in short-play
- j) Runners-up prize in short-play

16.2 A panel of judges will adjudge the performance and decide the prizes.

16.3 **All the short plays will be staged on a single day and the results will be compiled and announced in the evening of the same day.**

16.4 Appeals against the decision, if any, will be preferred by the disputing Circles on that day itself and the decision of the jury of appeal will be announced before distribution of prizes.

17. **CERTIFICATES AND TROPHIES:**

- (i) The winners and runners up in events at All India Meets will be awarded 'Certificates of Merit' and also the Rolling Cups and Trophies, if the Host Circle can institute the same conveniently.
- (ii) Certificates and Cups may be given to the winners of Circle level Selection Trials also.
- (iii) It is desirable that expenditure should not be incurred on costly trophies and cups. However, rolling trophies may be instituted, if they can be arranged.
- (iv) The Host Circle will obtain an acknowledgement receipt in duplicate in the prescribed Performa for Rolling cups etc. awarded to the prize winners. One copy of the acknowledgement receipt may be kept by them for record purposes and other copy will be forwarded to the Directorate.
- (v) The host Circle will ensure that all the Cups and Trophies including the Rolling ones are displayed at the main venue of the Meet. The Rolling cup and Trophies would be obtained immediately from the last year's winners and runner-up.

18. The All India Postal Cultural meet will be governed as per these instructions.

19. In case of gross violation by any participant or Circle in addition to disqualifying, the host Circle may send to the Directorate the findings of the 'Jury of Appeal' for further action.

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20. **INTIMATION OF RESULTS AND REPORT THEREOF:-**

The Secretary of the Host Circle Sports Board should arrange to send brief write-up of the Cultural Meet, activities and final results in accordance with instructions laid down in Letter No. 6-02/2013-WL&Sports dated 08th October 2013, to the Secretary, Postal Sports Control Board, Department of Posts, Dak Bhawan, Parliament Street, New Delhi-110001.

21. This issues with approval of the competent authority.

Encl: As Above

Daisy Barla
(Daisy Barla)
Director (Welfare & Sports)

Copy to:

- (i) Secretary (Posts), Dak Bhawan.
- (ii) Army Postal Service, 1 CBPO, New Delhi.
- (iii) CGM, Business Development Directorate
- (iv) CGM, Postal Life Insurance Directorate.
- (v) Rafi Ahmed Kidwai National Postal Academy.
- (vi) All Postal Training Centers
(Saharanpur/Vadodara/Mysore/Madurai/Darbhanga/Guwahati)
- (vii) ✓ The General Manager, CEPT, Mysore with the request for uploading on the Website of India Post under caption Employee Corner and sub heading Circulars, Rules and Latest Orders.

ALL INDIA POSTAL CULTURAL MEET - 20

Result / Judgment Sheet for “VOCAL MUSIC CLASSICAL / LIGHT / FOLK (Hindustani & Carnatic)” held on

Time Limit: _____ minutes

[illegible]

Name and Signature of Judge _____

Result / Judgment Sheet for “**INSTRUMENTAL MUSIC (Hindustani & Carnatic)**” held on

Group: Senior / Junior Time Limit: _____ minutes

[illegible]

Name and Signature of Judge _____

From _____ To _____

Result / Judgment Sheet for "Classical Solo Dance" held on _____

Group: Senior / Junior Time Limit: minutes[illegible]

Name and Signature of Judge

Result / Judgment Sheet for "Group / Folk Dance" held on _____

Group: <u>Senior / Junior</u>	Time Limit: _____ minutes
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[illegible]

Name and Signature of Judge _____

ALL INDIA POSTAL CULTURAL MEET – 20 HELD AT _____ CIRCLE

FROM _____ TO _____

RESULT / JUDGEMENT SHEET FOR MONO ACTING HELD ON _____

Group: Senior / Junior Time Limit: _____ minutes

Name of the Participant	Circle	Voice Modulation (Out of 20 Marks)	Variety of characters (Out of 20 Marks)	Flow of expressions (Out of 15 Marks)	Acting skill (Out of 25 Marks)	Selection of Script (Out of 10 Marks)	Overall Impression (Out of 10 Marks)	TOTAL (100 Marks)

Note : Minus marking to the extent of maximum 10 marks may be made by the judges for indecency in speech, action or gestures beyond dramatic norms.

Name and signature of the judge _____

ALL INDIA POSTAL CULTURAL MEET – 20 HELD AT _____

CIRCLE _____

From _____ To _____

RESULT / JUDGEMENT SHEET FOR SHORT PLAY HELD ON _____Time Limit: Minimum 20 minutes and Maximum 45 minutes.

	Name of the Short Play						
	Circle						
SCRIPT	Theme, Characters, Dramatic sequence and conflicts (Out of 75 marks)						
	Overall Construction and effects (Out of 25 marks)						
DIRECTION	Selection of Players, Constructions, Make up and Stage Craft (Out of 50 marks)						
	Overall Planning, Creative Powers and Presentation (Out of 50 marks)						
PRODUCTION	Team Work, Characterisation (Out of 40 marks)						
	Technique, Use of requisites (Out of 35 marks)						
	Overall Production (Out of 25 marks)						
ACTING	Appearance, Voice Delivery, Pronunciation (Out of 40 marks)						
	Character Study, Presentation, Freeness and Movements (Out of 40 Marks)						
	TOTAL						

Note 1: Minus marking to the extent of maximum 10 marks may be made by the judges for indecency in speech, action or gestures beyond dramatic norms.

Note 2: This proforma is exclusively for deciding championship and runner up prizes only. A panel of judges will adjudge the performance and decide the prizes separately for Best Actor, Best Actress, Best Direction, Best Script and Second prizes in Acting (Male), Acting (Female), Direction and Script.

Name and signature of the judge _____