

## **ADVISORY FOR THE PUBLIC APPLICANT**

- Henceforth, applications for all kind of procession/rally/meeting etc. shall only be accepted in the following formats which are available online.
- Such application format can be downloaded from the official website of District Police at <https://bongaonpolice.wb.gov.in>
- Application shall only be taken into consideration, if applied in between 02 to 03 weeks (neither before nor after) prior to the schedule programme.
- The application can also be submitted physically at nearest Police Station on any working days during working hours on the above mentioned time frame.
- The petitioners shall fill in and give the names, phone numbers and addresses of the volunteers responsible for the orderly conduct of the said rally and the rally shall be held peacefully.
- The applicant shall have to specify a rough approximate number of persons likely to participate their mode of transport and the route through which such rally should proceed and also the place where it will converge.
- None of the organizers of the rallies shall engage in any violence whatsoever and all rallies must be held peacefully.
- Use of microphones should be in terms of the noise pollution control norms of the West Bengal Pollution Control Board.

**(To be applied on "Letterhead")**

**To**  
**The SDPO Bongaon / Bagdah**  
**Bongaon PD**

**Sub.: Prayer for Meeting / Rally / procession (without loud speaker).**

**Sir,**

This is to inform that we have decided to organise a Meeting /Rally / Procession [Tick (✓) whichever is applicable] on \_\_\_\_\_ (Date of programme ). Details of the program are given below:

1. Name of the Applicant/s : .....
2. Complete Address : .....
  
3. Contact No / s. : .....
4. B-mail ID : .....
  
5. Name & Address of the Organisation /s : .....
  
6. Email ID : .....
  
7. Details of Procession / Rally / Meeting :
  - a. Time from - : ..... hrs to ..... hrs.
  - b. Starting Point : .....
  - c. Culminating Point: .....
  - d. Route details .....
  - .....
  - e. Expected Number of Participants: .....
  - f. Vehicle/s Details, : .....
  - g. Total number of volunteers deployed with their Name and Mobile No.s (attach separate sheet if required)  
: .....
  - .....

I / We acknowledge that I / We have read the "Terms & Conditions" given below fully and undertake to abide by these conditions, as applicable, during our programme, failing which police has the liberty to take penal action in accordance to law.

Date:

(SIGNATURE)

SEAL:

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## TERMS & CONDITIONS

1. The licensee/s or the applicant/s shall be present throughout the proposed programme and held accountable for any lapse;
2. The number of participants of the proposed Rally / Procession / Meeting should be in accordance with the declaration in the application;
3. The Rally/Procession/ Meeting shall be held peacefully;
4. No fireworks should be discharged during the programme;
5. The participants in such Rally / Procession / Meeting shall not carry any lathis, spears, firearms, swords or other articles that can be used as a weapon;
6. Speeches capable of inciting violence, provocative speeches and abusive language will not be permitted,
7. No obstruction is to be created to free flow of Traffic, free access to any thoroughfare or building, Ambulance, Fire Brigade or persons entitled thereto;
8. The participants in such Rally/Procession/ Meeting shall act in a manner to ensure that there is no damage to public property, assault on any Government Servant or any other transgression of law;
9. The participants in such Rally/Procession/Meeting shall act in a manner to ensure that no inconvenience whatsoever shall be caused to the public at large;
10. The participants should adhere to the existing Health Advisory issued by the State Govt.
11. All Rally/Procession/ Meeting car/tableau etc., if any, should obey traffic signal and should not violate 'One-Way' direction. The speed should be reasonable to avert any chance of accident;
12. The Organizer should deploy sufficient number of volunteers to render necessary assistance to the police personnel on duty;
13. The participants in such Rally/Procession/Meeting shall not do anything that will cause environmental pollution. Directives of the Hon'ble High Court, Calcutta, National Green Tribunal and West Bengal Pollution Control Board should strictly be adhered to in this regard;
14. Prior N.O.Cs should be obtained from other utility services and land owners;
15. The land that may be disturbed should be restored and the filth/left over that may accumulate on the occasion should be removed at your own cost immediately after the event is over;
16. No temporary gallery should be installed for sitting accommodation of the participants;
17. Arrangements for adequate drinking water should be made;
18. The ground and its adjoining area, if any, should be kept clean by all means. No leftover food materials/ disposable tea cups/ coconut shells/ food packets and other like uses articles should be left behind. No banned items of plastic should be used;
19. The greeneries and the trees should not be damaged; .
20. No car should be parked at NO PARKING ZONE;
21. All other existing rules in vogue should strictly be adhered to;
22. The organiser shall not do any bike rally/ procession.
23. The organiser shall not allow any children to participate in their proposed programme except those event which is children oriented.
24. The organiser shall ensure that there will be no DJ in their rally / procession.
25. The participants shall abide by the directive/order of the District Police authorities as & when asked for in order to combat law & order or other commitment;
26. District Police authorities, reserve the right to withdraw this, if situation so require;

(To be applied on "Letterhead")

To  
The O/C / I.C.....  
Bongaon Police District.

**Sub.: Prayer for NOC for Meeting/Rally/procession (with loud speaker).**

Sir,

This is to inform that we have decided to organise a Meeting /Rally / Procession [Tick (✓) whichever is applicable] on \_\_\_\_\_ (Date of programme ). Details of the program are given below:

1. Name of the Applicant/s : .....
2. Complete Address : .....
3. Contact No / s. : .....
4. B-mail ID : .....
5. Name & Address of the Organisation /s : .....
6. Email ID : .....
7. Details of Procession / Rally / Meeting :
  - a. Time from - : ..... hrs to..... hrs.
  - b. Starting Point : .....
  - c. Culminating Point: .....
  - d. Route details .....
  - e. Expected Number of Participants: .....
  - f. Vehicle/s Details, : .....
  - g. Total number of volunteers deployed with their Name and Mobile No.s (attach separate sheet if required)  
: .....

I / We acknowledge that I / We have read the "Terms & Conditions" given below fully and undertake to abide by these conditions, as applicable, during our programme, failing which police has the liberty to take penal action in accordance to law.

Date:

(SIGNATURE)

SEAL:

## TERMS & CONDITIONS

1. The licensee/s or the applicant/s shall be present throughout the proposed programme and held accountable for any lapse;
2. The number of participants of the proposed Rally / Procession / Meeting should be in accordance with the declaration in the application;
3. The Rally/Procession/ Meeting shall be held peacefully;
4. Loudspeakers, if used, shall be within the permissible limits as prescribed by the Hon'ble High Court, Calcutta and West Bengal Pollution Control Board;
5. Use of loudspeaker in open air or use of any kind of vehicular horn in "the vicinity of "SILENCE ZONE" area like hospitals, nursing homes, courts, universities, colleges and schools is strictly prohibited.
6. No fireworks should be discharged during the programme;
7. The participants in such Rally / Procession / Meeting shall not carry any lathis, spears, firearms, swords or other articles that can be used as a weapon;
8. Speeches capable of inciting violence, provocative speeches and abusive language will not be permitted,
9. No obstruction is to be created to free flow of Traffic, free access to any thoroughfare or building, Ambulance, Fire Brigade or persons entitled thereto;
10. The participants in such Rally/Procession/ Meeting shall act in a manner to ensure that there is no damage to public property, assault on any Government Servant or any other transgression of law;
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27. The participants shall abide by the directive/order of the District Police authorities as & when asked for in order to combat law & order or other commitment;
28. District Police authorities, reserve the right to withdraw this ,if situation so require;