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विकसित भारत
अभियान

No. AN/IV/115/Circular/Vol-III

Dated: 18.08.2026

CIRCULAR No. 102

To

1. All sections of CDA Guwahati, Main Office
2. All Sub-Offices under CDA Guwahati including IFA offices

Subject: - Orders relating to singing or playing of the National Song and the National Anthem of India reg.

Reference: - HQrs Office No. AN/III/3012/Circular/Vol-XV dated 11.08.2026 (copy enclosed).

HQrs office, vide letter under reference, has enclosed Ministry of Home Affairs No. 14/2/2025-Public dated 13.07.2026 on the captioned subject.

2. Officers-in-charge of all sections of CDA Guwahati, Main Office and all sub-offices under CDA Guwahati (including IFA offices) are requested to go through the contents of this circular and to ensure its wide circulation among officers and members of staff under their respective administrative control.


(W Aotula Ozukum, IDAS)

Asst. Controller



रक्षा लेखा महानियंत्रक कार्यालय
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फा. सं. AN/III/3012/Circular/Vol-XV

दिनांक: 11.08.2026

सेवा में,

सभी र. ले. प्र. नि./प्र. ए. वि. स./ र. ले. नि./ए. वि. स./क्षे. प्र. के.

(रक्षा लेखा महानियंत्रक के WAN के माध्यम से)

विषय: भारत के राष्ट्रगीत और राष्ट्रगान को गाने या बजाने के संबंध में आदेश।

कृपया उपरोक्त विषय से संबंधित गृह मंत्रालय, भारत सरकार के पब्लिक अनुभाग (Public Section) के पत्र संख्या 14/2/2025-Public दिनांक 09.07.2026 की प्रति सूचना एवं आवश्यक कार्रवाई हेतु संलग्न की जाती है।

2. इस संबंध में, अधोहस्ताक्षरी को सभी संगठनों के प्रमुखों से अनुरोध करने का निर्देश दिया गया है कि दिनांक 09.07.2026 के उक्त पत्र में निहित निर्देशों का कड़ाई से अनुपालन सुनिश्चित किया जाये।

21/8/26
(संदीप श्योराण)

रक्षा लेखा उप महानियंत्रक (प्रशा.)

प्रतिलिपि:

1	सूचना प्रौद्योगिकी एवं प्रणाली प्रभाग (स्थानीय)	रक्षा लेखा महानियंत्रक के WAN पर अपलोड करने हेतु।
2	सभी प्रभाग (स्थानीय)	सूचना एवं आवश्यक कार्रवाई हेतु।

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(पवन कुमार सिंह)
वरिष्ठ लेखा अधिकारी (प्रशा.-III)

No. 14/2/2025-Public
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
Public Section

Kartavya Bhawan-3, New Delhi
Dated the 9th July, 2026

13 JUL 2026

संयुक्त सचिव (गृह) ए. ए. शास्त्री
Office of Joint Secretary (Coord)
डा. सं. / Dy No. 16/7/2026
दिनांक / Date 16/7/2026

To,

The Chief Secretaries/Administrators of all State Governments/
UT Administrations;
and

The Secretaries of all Ministries/Departments of Govt. of India.

Office of Additional Secretary (DoD)
Diary No. 1906
Date 16-7-2026

Subject: - Orders relating to singing or playing of the National Song and the National Anthem of India – reg.

Madam/Sir,

Government of India has time to time issued Orders relating to the National Anthem and National Song of India. Copies of the Orders relating to National Song and National Anthem are enclosed herewith at **Annexure - I** and **Annexure -II** respectively, for strict compliance.

2. These Orders contain exhaustive list of occasions, on which the National Song and the National Anthem of India **shall** be played or sung. It also lists the occasions, on which the National Song and National Anthem **may be** sung or played. These orders, inter-alia, contain list of occasions on which both the National Song and the National Anthem shall be sung or played two times i.e. both at the beginning and at the end of the occasion.

In this reference, it is also stated that the Para IV (2) of the Orders relating to National Song (Annexure - I) specifies that – ***'When the National Song and the National Anthem are sung or played, National Song will be sung or played first'***.

3. In some of the States, State Song is also sung and played along with National Anthem/National Song. It is stated that whenever State Song is sung or played with National Song/National Anthem, both the National Song and National Anthem shall

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be sung or played together; and National Song will be sung or played first followed by National Anthem.

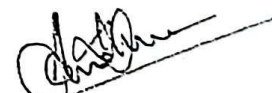
4. It is to be noted that while singing or playing National Song and National Anthem, their correct script/text and diction/pronunciations should be followed strictly. For the facilitation of all the authorities and the general masses, it is stated that-

(a). The correct script/text of the National Song and the National Anthem, as contained in the Orders relating to National Song and National Anthem (Annexure – I and Annexure – II) are also available on the website of Ministry of Home Affairs at <https://www.mha.gov.in/en/documents/national-flag-emblem-anthem>.

(b). The correct diction/pronunciations of the National Song and the National Anthem are also made available on the website of Ministry of Home Affairs at <https://www.mha.gov.in/en/documents/national-flag-emblem-anthem>.

5. It is requested that suitable instructions in this regard may please be issued to all concerned institutions/organisations under your jurisdiction, for strict compliance.

Yours faithfully


(Arvind Khare)

Joint Secretary to the Govt. of India

Enclosures

1. Orders relating to National Song of India (Annexure – I).
2. Orders relating to National Anthem of India (Annexure – II).

Copy to

1. President's Secretariat, Rashtrapati Bhawan, New Delhi.
2. Vice-President's Secretariat, New Delhi.
3. Prime Minister's Office, Seva Teerth, New Delhi.
4. Cabinet Secretariat, Seva Teerth, New Delhi.
5. Office of all Governors.
6. Election Commission of India, New Delhi.
7. Lok Sabha Secretariat, New Delhi.
8. Rajya Sabha Secretariat, New Delhi.
9. Registrar, Supreme Court of India, New Delhi.
10. All High Courts.
11. Office of Comptroller and Auditor General of India, New Delhi.
12. The Union Public Service Commission, New Delhi.
13. Central Vigilance Commission, New Delhi.
14. NITI Aayog, Yojana Bhawan, New Delhi.
15. All attached & Subordinate Offices of the Ministry of Home Affairs.
16. 20 Spare copies.

ORDERS RELATING TO THE NATIONAL SONG OF INDIA

The National Song of India is played or sung on various occasions. The following instructions are being issued, for general information and guidance on the official version of the National Song, the occasions on which the Song is to be played or sung, and about the need for paying respect to the National Song by observance of proper decorum on such occasions:

I. THE NATIONAL SONG – OFFICIAL VERSION

- (1) The song 'Vande Mataram' written by Shri Bankim Chandra Chatterjee is known as 'National Song'. The lyrics of the National Song 'Vande Mataram' are as follows:

Vandē Mātaram, Vandē Mātaram.
Sujalām suphalām malayaja-sheetalām,
Shasya-Shyāmalām Mātaram.
Vandē Mātaram.

Shubhra-jyotsnā pulakita-yāmineem,
Phulla-kusumita druma-dala-shobhineem,
Suhāsineem sumadhura-bhāshineem,
Sukhadām varadām Mātaram.
Vandē Mātaram.

Koti-koti kantha kal-kal nināda karāle,
Koti-koti bhujairdhṛita kharkarvāle,
Ke bole Mā tumi abale,
Bahubaladhāriṇeem namāmi tāriṇeem,
Ripudala-vāriṇeem Mātaram.
Vandē Mātaram:

Tumi vidyā, tumi dharma,
Tumi hṛdi, tumi marma,
Tvam hi prāṇāḥ shareere
Bāhute tumi Mā shakti,
Hṛdaye tumi Mā bhakti,

Tomārai pratima gadi mandire-mandire.
Vandē Mātaram.

Tvaṃ hi Durgā dasa-praharaṇa-dhāriṇee,
Kamalā kamala-dala-vihāriṇee,
Vāṇee vidyā-dāyinee,
Namāmi tvāṃ namāmi kamalāṃ,
Amalāṃ atulāṃ,
Sujalāṃ suphalāṃ Mātaram.
Vandē Mātaram.

Shyāmalāṃ saralāṃ susmitāṃ bhūṣhitāṃ,
Dharaṇeṃ bharaṇeṃ Mātaram.
Vandē Mātaram, Vandē Mātaram.

- (2) The playing time of the National Song is approximately 3 minutes 10 seconds.

II. PLAYING OF THE NATIONAL SONG

- (1) The official version of the National Song shall be played on the following occasions:
- (i) Civil Investitures;
 - (ii) On arrival of the President at formal State functions and other functions organized by the Government, and on his departure from such functions;
 - (iii) Immediately before and after the President addresses the Nation over All India Radio and Television;
 - (iv) On arrival of the Governor/Lieutenant Governor at formal State functions within his State/Union Territory and on his departure from such functions;
 - (v) When the National Flag is brought on parade.
- (2) The National Song shall be played on any other occasion, for which special orders are issued by the Government of India.
- (3) When the National Song is played by a band, the Song will be preceded by a roll of drums to assist the audience to know that the National Song is going to be played, unless there is some other specific indication that the National Song is about to be played, as for example, when fanfares are sounded before the National Song

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is played. The duration of the roll, in terms of marching drill, will be 7 paces in slow march. The roll will start slowly, ascend to as loud a volume as possible and then gradually decreases to original softness, but remaining audible until the seventh beat. One beat rest will then be observed before commencing the National Song.

III. MASS SINGING OF THE NATIONAL SONG

(1) The official version of the National Song shall be played accompanied by mass singing on the following occasions:

(i) On the unfurling of the National Flag, on cultural occasions or ceremonial functions other than parades. (This could be arranged by having a choir of adequate size, suitably stationed, which would be trained to coordinate its singing with the band etc. There should be an adequate public audition system so that the gathering in various enclosures can sing in unison with the choir; and printed lyrics of the official version of the National Song may be circulated amongst the participants, wherever required).

(ii) On arrival of the President at any Government or Public function (but excluding formal State functions) and also immediately before his departure from such functions.

(2) On all occasions, when the National Song is sung, the official version only shall be recited in mass singing.

(3) The National Song may be sung on occasions which, although not strictly ceremonial, are nevertheless invested with significance because of the presence of Ministers etc. The singing of the National Song on such occasions (with or without the accompaniment of instruments) accompanied by mass singing is desirable.

(4) It is not possible to give an exhaustive list of occasions on which the singing (as distinct from playing) of official version of the National Song can be permitted. But there is no objection to the singing of the National Song accompanied by mass singing so long as it is done with due respect as a salutation to the motherland and proper decorum is maintained.

- (5) In all schools, the day's work may begin with community singing of the National Song. School authorities should make adequate provision in their programmes for popularising the singing of the National Song, National Anthem and promoting respect for the National Flag among students.

IV. GENERAL

- (1) Whenever the official version of the National Song is sung or played, the audience shall stand to attention. However, when in the course of a newsreel or documentary the National Song is played as a part of the film, it is not expected of the audience to stand, as standing may interrupt the exhibition of the film and may create disorder and confusion rather than add to the dignity of the National Song.
- (2) When the National Song and the National Anthem are sung or played, National Song will be sung or played first.

ORDERS RELATING TO THE NATIONAL ANTHEM OF INDIA

The National Anthem of India is played or sung on various occasions. Instructions have been issued from time to time about the correct versions of the Anthem, the occasions on which these are to be played or sung, and about the need for paying respect to the Anthem by observance of proper decorum on such occasions. The substance of these instructions has been embodied in this information sheet for general information and guidance.

I. THE NATIONAL ANTHEM - FULL AND SHORT VERSIONS

- (1) The composition consisting of the words and music of the first stanza of the late poet Rabindra Nath Tagore's song known as 'Jana-Gana-Mana' is the National Anthem of India. It reads as follows:

Jana-gaṇa-maṇa-adhināyaka jaya he
Bhārata-bhāgya-vidhātā.
Panjāba-Sindhu-Gujarāta-Marāthā
Drāvida-Utkala-Banga
Vindhya-Himāchala-Yamunā-Gangā
uchchhala-jaladhi-taranga
Tava shubha nāme jāgē, tava shubha aashish māngē,
gāhē tava jaya-gāthā.
Jana-gaṇa-mangala-dāyaka jaya he
Bhārata-bhāgya-vidhātā.
Jaya hē, Jaya hē, Jaya hē,
Jaya jaya jaya jaya hē.

The above is the full version of the Anthem and its playing time is approximately 52 seconds.

- (2) A short version consisting of the first and last lines of the National Anthem is also played on certain occasions. It reads as follows:

Jana-gaṇa-maṇa-adhināyaka jaya he
Bhārata-bhāgya-vidhātā.
Jaya hē, Jaya hē, Jaya hē,
Jaya jaya jaya jaya hē.

Playing time of the short version is about 20 seconds.

(3) The occasions on which the full version or the short version will be played have been indicated at the appropriate places in these instructions.

II. PLAYING OF THE ANTHEM

(1) The full version of the Anthem shall be played on the following occasions:

- (i) Civil and Military investitures;
- (ii) When National Salute (which means the Command for 'Rashtriya Salute - Salami Shastr' to the accompaniment of the National Anthem is given) on ceremonial occasions to the President or to the Governor/Lieutenant Governor within their respective States/ Union Territories;
- (iii) During parades - irrespective of whether any of the dignitaries referred to in (ii) above is present or not;
- (iv) On arrival of the President at formal State functions and other functions organized by the Government and mass functions and on his departure from such functions;
- (v) Immediately before and after the President addresses the Nation over All India Radio;
- (vi) On arrival of the Governor/Lieutenant Governor at formal State functions within his State/Union Territory and on his departure from such functions;
- (vii) When the National Flag is brought on parade;
- (viii) When the Regimental Colours are presented;
- (ix) For hoisting of colours in the Navy.

(2) The short version of the Anthem shall be played when drinking toasts in Messes.

(3) The Anthem shall be played on any other occasion, for which special orders have been issued by the Government of India.

(4) Normally the Anthem shall not be played for the Prime Minister, though there may be special occasions when it may be played.

(5) When the National Anthem is played by a band, the Anthem will be preceded by a roll of drums to assist the audience to know that the National Anthem is going to be played, unless there is some other specific indication that the National Anthem is about

to be played, as for example, when fanfares are sounded before the National Anthem is played, or when toasts are drunk to the accompaniment of the National Anthem or when the National Anthem constitutes the National Salute given by a Guard of Honour. The duration of the roll, in terms of marching drill, will be 7 paces in slow march. The roll will start slowly, ascend to as loud a volume as possible and then gradually decreases to original softness, but remaining audible until the seventh beat. One beat rest will then be observed, before commencing the National Anthem.

III. MASS SINGING OF THE ANTHEM

- (1) The full version of the Anthem shall be played accompanied by mass singing, on the following occasions:
 - (i) On the unfurling of the National Flag, on cultural occasions or ceremonial functions other than parades. (This could be arranged by having a choir or adequate size, suitably stationed, which would be trained to coordinate its singing with the band etc. There should be an adequate public audition system so that the gathering in various enclosures can sing in unison with the choir);
 - (ii) On arrival of the President at any Government or Public function (but excluding formal State functions and mess functions), and also immediately before his departure from such functions.
- (2) On all occasions when the National Anthem is sung, the full version only shall be recited in mass singing.
- (3) The Anthem may be sung on occasions, which although not strictly ceremonial, are nevertheless invested with significance because of the presence of Ministers etc. The singing of the Anthem on such occasions (with or without the accompaniment of an instruments) accompanied by mass singing is desirable.
- (4) It is not possible to give an exhaustive list of occasions on which the singing (as distinct from playing) of the Anthem can be permitted. But there is no objection to the singing of the Anthem accompanied by mass singing so long as it is done with due respect as a salutation to the motherland and proper decorum is maintained.

- (5) In all schools, the day's work may begin with community singing of the Anthem. School authorities should make adequate provision in their programmes for popularising the singing of the Anthem and promoting respect for the National Flag among students.

IV. PLAYING OF FOREIGN ANTHEMS

- (1) At receptions to foreign dignitaries in India at which the giving of National Salute has been prescribed, full version of the National Anthem of the visiting dignitary's country should be played first, followed by the full version of the National Anthem of India.
- (2) At dramatic, film or other cultural festivals organised by a diplomatic or consular representative of a foreign country in India, the National Anthem of the foreign country concerned may be played with the National Anthem of India. The foreign Anthem should be played first followed immediately by the Indian Anthem.
- (3) At functions arranged by foreign Missions for celebrating their National Days, the National Anthem of the country holding the function may be played or sung. On these occasions if the President of India is represented by a Chief Guest not below the rank of a Cabinet Minister of the Central Government or by the Lieutenant Governor of Delhi (if the function is held in Delhi) the National Anthem of India may be played first followed by the playing of the National Anthem of the country hosting the function. This procedure will also be followed if the function includes proposing of the toasts to Heads of States i.e. the Indian Anthem should be played immediately after the toast has been proposed to the President of India, and the National Anthem of the foreign country should be played immediately after the toast to Head of that country is proposed. In case National Anthem of India and of the country hosting the function have been played at the beginning of the function, there will be no need to play the Anthem of either or both the countries if any toasts are proposed.

Note: When the National Anthem is required to be played immediately before or after the National Anthem of a foreign country, as laid down in Section IV above, there should be no simultaneous singing of the National Anthem. However, mass singing of the National Anthem should be required, when it is played immediately before or after the Anthem of another country in the event that the visiting dignitary and his delegation are singing their own National Anthem.

V. GENERAL

- (1) Whenever the Anthem is sung or played, the audience shall stand to attention. However, when in the course of a newsreel or documentary the Anthem is played as a part of the film, it is not expected of the audience to stand, as standing may interrupt the exhibition of the film and may create disorder and confusion rather than add to the dignity of the Anthem.
- (2) As in the case of the flying of the National Flag, it has been left to the good sense of the people not to indulge in indiscriminate singing or playing of the Anthem.
