

Steps to be taken for observing the Communal Harmony Campaign, the Fund Raising Week and the and the Flag Day

The following steps are required to be taken for observance of the Communal Harmony Campaign, fund raising and flag day by the organization-

- (i) Intensive campaign and wide publicity for sensitizing officers and staff about the need for fostering communal harmony, national integration and fraternity through cultural programmes, debates, seminars, workshops, essay competition, painting competition etc.;
- (ii) Arrangement for circulation of fund collection boxes – wooden, plastic or metallic boxes may be improvised with suitable openings to insert the donation. To avoid any complaint, the lid may be sealed;
- (iii) Selection of volunteers, both male and female, from amongst the staff to station themselves at the entrance and other vantage points and go around the office buildings on the Flag Day [25th November, 2011] for distribution of flag stickers and collection of donation.
- (iv) Making suitable arrangements for proper security of collection boxes, opening them, counting the amount collected and sending to NFCH.
- (v) Remittance of funds so collected should be made through Demand Drafts/cheque to the Secretary, National Foundation for Communal Harmony, 9th floor, 'C' Wing, Lok Nayak Bhavan, Khan Market, New Delhi-110003. No bank charges are levied by (a) Union Bank of India (b) United Bank of India and (c) Bank of Maharashtra. Bank Draft should be sent through registered/ordinary post and not by courier. Alternatively donation can also be made by direct bank transfer from anywhere in India, utilizing the following information:

Name of Bank	Central Bank of India
Address of the Bank	Khan Market, New Delhi-110003.
Name of A/c holder	National Foundation for Communal Harmony
Account Number	1065439058
NEFT/IFSC/RTGS	CBINO280310

Or

Name of bank	State Bank of India
Address of the Bank	Nirman Bhavan, Maulana Azad Road, New Delhi-110011
Name of the A/c holder	National Foundation for Communal Harmony
Account Number	10569548047
NEFT/IFSC/RTGS	SBIN0000583