



**COIMBATORE INSTITUTE OF TECHNOLOGY
(GOVERNMENT AIDED AUTONOMOUS INSTITUTION)
CIVIL AERODROME POST, COIMBATORE-641014.**

INDEPENDENCE DAY SOP

Independence Day is celebrated in CIT with traditional fanfare, cultural events and gaiety and is attended by students and staff. A week prior to the day a formal invitation will be extended to all staff and the student community in the form of a circular approved by the Principal indicating the venue in front of the Auditorium at 8.30 am. In addition an invitation will be extended to the Patron and Correspondent through the Principal indicating the event highlights.

The Dean ECA will host a meeting 2 weeks prior to finalise the programme with all the relevant Club Secretaries and the Students Union, Sports Secretary and Hostel Committee along with the AO to discuss the modalities of the function. Budgetary requirements will be projected to the Principal for all the events by the Dean ECA. The broad description of the events is indicated below:

Arrival of VIP, Flag hoisting and National Anthem: The Sports Club will be in charge of arranging all flag hoisting facilities, including flag setup, ropes, podium, sound system and chocolates. Small flags with pins shall be distributed to all staff and students present.

Music Club: The Music club will take the lead in singing the Indian National Anthem, followed by flag hoisting by the Principal in front of the main building.

Principal's Address: The Principal will then deliver the Independence Day address, focusing on the institute's progress, achievements, student contributions, and future vision.

Guard of Honour & March Past: The NSS Club will organize a March Past parade. Students in NSS uniform will march in front of the flag, presenting a formal guard of honour to the Principal. A designated NSS coordinator will lead the sequence and maintain discipline and timings.

Tamil Speech: A Tamil speech will be presented by a representative of the Muthamizh Mantram Club. The speech will highlight Tamil culture, patriotic spirit, and contributions of Tamil leaders to India's independence.

Tribute to Non-Teaching Staff: Honour/appreciation tokens will be given to non-working staff, including cleaning staff, mess in-charges, security personnel and other supporting staff members. The Secretary Students Union will collect and compile a list of all non-teaching staff to be recognized, coordinate with faculty and office administration to ensure no one is left out. They shall arrange for tokens of appreciation, certificates, or small gifts to be handed over during the event.

Cultural Programs: A series of cultural performances will be presented by the following clubs in case the march past is not being held:

Martial Arts Club – Self-defense or traditional martial display.

Dance Club – Patriotic or classical dance performance.

Music Club – Patriotic songs.

Yoga Club – Yoga postures symbolizing peace, strength unity.

Role of the Student Union: The Student Union will act as the central coordination team, handling:

Overall program planning and execution.

Coordination with all clubs and faculty for participation.

Preparation of honor lists and recognition items.

Additional Notes:

Event Anchoring: MCs should be done smoothly and should be taken care by a club.

Dress Code: Formal/ethnic wear with tri-color badges or sashes.

Photography/Videography: Photos and videos coordinated by photographic club.

Sound System: Ensure the mic system and timing is properly managed by the event coordinators.

Discipline & Decorum: NSS and student volunteers to manage the crowd, seating, and punctuality.

Tea & Refreshments: Tea and refreshments will be organised by the Hostel Mess in the Auditorium Wing.