

5<sup>th</sup> Floor, Sardar Patel Bhavan,  
Sansad Marg, New Delhi  
Dated 11<sup>th</sup> September, 2017

**OFFICE MEMORANDUM**

**Subject:- Action Plan for Swachhta Hi Sewa (SHS) campaign from September 15, 2017 to Gandhi Jayanti.**

The undersigned is directed to refer to Ministry of Drinking Water & Sanitation's DO No.S-13015/45/2017-SBM-III dated September 6, 2017 on the above mentioned subject and to say that the following activities will be carried out by the Department during 'Swachhta Hi Sewa' campaign:-

**(a) Jagrukta Abhiyan**

- (i) Administering Swachhta Pledge to all employees of the Department.
- (ii) Display of banners on 'Swachhta Hi Sewa' in the office premises in Sardar Patel Bhavan.
- (iii) Display of short films showing Swachhta related activities in the TVs installed in the Department.
- (iv) An awareness will be created among the staff of the Department so that everybody can help create and maintain hygienic environment.
- (v) Display of video of Hon'ble Prime Minister' address during 'Mann Ki Baat' on 27th August, 2017, calling upon the nation to undertake a campaign 'Swachhta Hi Sewa' (SHS) from September 15, 2017 in the Conference Hall.
- (vi) Release of Manual on Swachhta on 15th September, 2017.

**(b) Shauchalaya Nirman (or Shramdaan)**

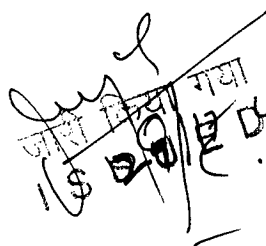
- (i) Intense cleaning of toilets and office premises.
- (ii) It has been planned to start work related to renovation of Gents toilet on 5th Floor of Sardar Patel Bhavan, for which a budget of Rs. 10.00 lakh has been earmarked.
- (iii) Removal of seepage, if any, in the premises.
- (iv) Voluntary activities for cleanliness in and around the premises of Sardar Patel Bhavan by the employees of DARPG.


**(c) Swachh Gandhi Jayanti**

It is also stated that this Department does not have any subordinate or PSUs under its administrative control.

A Committee constituted in the Department will monitor the implementation of Swachhta Action Plan and the best workstation will be given appreciation certificate.

2. **Shri Vanraj A Chavda, Joint Secretary (Tel. No. 23745472 (O)/Mobile No. 9910411660)** is the nodal officer for this Campaign.



  
(Arun Kumar Sarkar)  
Under Secretary to the Govt. of India  
Tel. No.23401441

Ministry of Drinking Water & Sanitation  
(Shri Yugal Joshi, Director)  
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