

DIRECTORATE GENERAL DEFENCE ESTATES
(COORD DIVISION)

Subject: Swachh Bharat Campaign

Reference D(Coord)/MoD ID No. 8(22)/2014-D(Coord) dated 23rd Sept 2014 and Cabinet Secretary DO letter No. CS-14771/2014 dated 20th Sept 2014 on the subject matter.

2. The information in respect of the Dte General Defence Estates required to be furnished as per para 4 of the MoD, D(Coord) ID referred is as follows:-

(i) Arrangements made to administer the pledge on 2nd Oct, 2014

All the officers and staff of the Dte General shall be administered the **Swachhta Shapath** by the DGDE at 10.00 AM on 2nd Oct, 2014 at Raksha Sampada Bhawan. In case Cabinet Secretariat issues directions to hold it at a particular time then accordingly the **Swachhta Shapath** shall be administered at that time. Instructions to administer the **Swachhta Shapath** in their respective offices have already been given to all PDs and CEOs and DEOs vide DGDE letter No. 76/68/Swachh Bharat/C/DE/2014 dated 24th Sept 2014 (copy enclosed).

(ii) Action Plan in respect of activities/events/functions planned for the campaign from 25th Sept 2014 onwards

The officers of the Dte General shall take round of Raksha Sampada Bhawan to ensure cleanliness of corridors and workspace etc. On every day starting from 25th Sept, 2014 and officers and staff of every Division shall clean up their office space, dusting of files etc. On each day, the officers and staff of Dte General shall do *Shram Dan* in the cleanliness drive planned by Delhi Cantt Board from 25th Sept 2014 to 2nd Oct 2014 in various parts of Delhi Cantonment. Competitions in Essay, Speech/Debate, Poetry, Painting & Drawing for officers, staff and their families shall be organised during this period and prize distribution shall be done on 2nd Oct 2014. Installation of garbage bins near bus stops of RSB have been planned. Sensitizing all staff for cleanliness by holding discussions and showing video clippings on necessity to maintain public health and cleanliness have been planned. Instructions to stop washing of utensils in washbasins issued for strict compliance and locations to set up separate washbasins to clean utensils have been provided. The date-wise action plan is enclosed.


(iii) Arrangements made for cleanliness drive and other events planned for 02nd Oct 2014

- **Swachata Shapath** by officers and staff of Dte General.
- Plantation of tree saplings.
- Prize distribution ceremony on 2nd Oct 2014 in respect of essay, speech/debate, poetry recitation, drawing/painting, logos/slogans for propagation of **Swachh Bharat Abhiyan** shall be held.

- Participation of officers and staff in the Marches being organised by Delhi Cantonment Board to promote awareness on **Swachh Bharat Abhiyaan**.
- Banners on **Swachh Bharat Abhiyaan** shall be displayed in premises of Dte General, NIDEM and DEO Delhi.

3. Detailed guidelines on **Swachh Bharat Abhiyan** have been issued to all the Principal Directorates and field offices vide DGDE letter No. 76/68/Swachh Bharat/C/DE/2014 dated 24th Sept 2014. They have been requested to plan their activities for the week starting on 25th Sept 2014 and culminating on 2nd Oct 2014 as per suggested activities listed in Annexure I attached with MoD ID dated 23rd Sept 2014. A list of suggested activities for 5 year plan (2nd Oct 2014-2nd Oct 2019) as part of our Departmental Action Plan has been prepared for implementation by Dtes, CEOs and DEOs. The DG vide DO letter dated 6 Sept 2014 had already requested the CEOs to prepare their plans and programmes towards realizing the vision of the Prime Minister in his independence Day address (copy enclosed). The progress of the activities planned for the **Swachh Bharat Abhiyan** from 25th Sep 2014 onwards by the Defence Estates Organisation shall be monitored by this Dte General.

4. The details regarding activities being undertaken by Delhi Cantonment Board during the period from 25th Sep to 02nd Oct, 2014 have already been forwarded by email/fax.


24/09/14
(K V Nagi Reddy)
Dy DG(Coord)
Defence Estates

Dir(L&C)
Ministry of Defence

SWACHH BHARAT ABHIYAN - ACTION PLAN (25.09.2014 To 02.10.2014)

(Directorate General Defence Estates)

| S.NO. | DATE | ACTIVITY |
|--------------|-------------|--|
| 1. | 25.09.2014 | (a) Participation in Cleanliness drive and <i>Shram Dan</i> in Gopinath Bazar, Delhi Cantt by officers and staff of Cantts & Coord Division (between 8:00 AM to 10:00 AM) (b) Cleanliness drive in Admin Wing for dusting and putting in order files, records and improving the hygiene in work place. (c) Cleaning of corridors and open spaces in main office building of RSB Complex. (d) Sensitizing staff to stop washing of utensils in washbasins. |
| 2. | 26.09.2014 | (a) Participation in Cleanliness drive and <i>Shram Dan</i> in Sadar Bazar, Delhi Cantt by officers and staff of Admin & Vigilance Divisions (between 8:00 AM to 10:00 AM). (b) Cleanliness drive in Cantts Wing for dusting and putting in order files, records and improving the hygiene in work place. (c) Cleaning of corridors and open spaces in Transit Mess and Dormitory of RSB Complex. (d) Sensitizing staff on necessity to maintain sanitation / cleanliness in work places & public places. |
| 3. | 27.09.2014 | (a) Installation of garbage bins near bus stops of RSB complex. (b) <i>Shram Dan</i> in residential area of RSB Complex. (c) Competition in drawing and painting to promote the theme of Swachhata Abhiyan. |
| 4. | 28.09.2014 | (a) Officers of Dte General to take rounds in the vicinity of RSB Complex to identify chronic problems of insanitary conditions, noxious vegetation and do <i>Shram Dan</i> for improving the conditions. |
| 5. | 29.04.2014 | (a) Participation in Cleanliness drive and <i>Shram Dan</i> in Naraina Area of Delhi Cantt by officers and staff of NIDEM and DEO, Delhi(between 8:00 AM |

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| | | <p>to 10:00AM)</p> <p>(b) Cleanliness drive in Acquisition and Hiring Wings for dusting and putting in order files, records and improving the hygiene in work place.</p> <p>(c) Cleaning of corridors and open spaces of AU&RC building in RSB Complex.</p> <p>(d) Essay and Poetry Recitation competitions to promote Swachhata Abhiyan.</p> |
| 6. | 30.09.2014 | <p>(a) Participation in Cleanliness drive and <i>Shram Dan</i> in East & West Mehram Nagar, Delhi Cantt by officers and staff of Lands & Hindi Divisions (between 8:00 AM to 10:00 AM)</p> <p>(b) Cleanliness drive in Central Registry, Estate Wing, Visitors Rooms, Server Room and Conference Halls for dusting and putting in order files, records and improving the hygiene in work place.</p> <p>(c) Cleaning of Power House/Generator Room, Security Staff Retiring Rooms and Guard Rooms in RSB Complex.</p> <p>(d) Speech & Debate competition to promote Swachhata Abhiyan.</p> |
| 7. | 01.10.2014 | <p>(a) Participation in Cleanliness drive and <i>Shram Dan</i> in Pehlادpur, Delhi Cantt by officers and staff of Acquisition and Hiring Divisions (between 8:00 AM to 10:00 AM).</p> <p>(b) Cleanliness drive in NIDEM for dusting and putting in order files, records and improving the hygiene in work place.</p> <p>(c) Cleaning of Departmental Canteen in RSB Complex.</p> <p>(d) Logo & Slogan competition to promote Swachhata Abhiyan.</p> |
| 8. | 02.10.2014 | <p>(a) Swachhata Shapath by officers and staff of Dte General.</p> <p>(b) Plantation of tree saplings.</p> <p>(c) Prize distribution ceremony on 02nd Oct, 2014 in respect of competitions held in essay, speech/debate, poetry recitation, drawing/painting and logos/slogans for propagation of Swachh Bharat Abhiyan.</p> <p>(d) Participation of officers and staff in the Marches being organized by Delhi Cantonment Board to promote awareness on Swachh Bharat Abhiyan.</p> <p>(e) Banners on Swachh Bharat Abhiyan shall be displayed in premises of Dte General, NIDEM and DEO Delhi.</p> |