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**Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs
Directorate General of Human Resource Development
Deep Shikha, Rajendra Place,
New Delhi – 110008**

C.No. 8/SAP/77/HRD(HRM-II)/2020

Dated: 10.08.2020

To

All Pr. Chief Commissioners/Chief Commissioners (CGST Zones),
All Pr. Chief Commissioners/Chief Commissioners (Customs Zones),
All Pr. Directors General/ Directors General of Directorates.

Sir/Madam,

Subject: Observance of “Swachhta Pakhwada” campaign from 1st September 2020 to 15th September 2020-reg.

Please refer to this office letter dated 17.03.20 on the subject cited above (copy enclosed).

2. The Action Plan for the Swachhta Pakhwada to be observed from 1st September 2020 to 15th September 2020, by all the field formations under CBIC, is attached. It may also be noted that, in view of COVID-19 pandemic, necessary precautions may be taken and official guidelines may kindly be followed while observing the Pakhwada.
3. An Action Taken Report on this matter may please be forwarded to this office by 1st of October, 2020. Also, a daily report on the activities undertaken during the Pakhwada, may please be reported on swachhta-dghrd@gov.in and DGHRD Swachhta Whatsapp No. 9599658978.

Encl: As above.

डी०जी०एच०आर०डी०

प्रेषक.....
क्रम सं० 4593 to 4652
दिनांक 10.08.2020

पेपित

Yours faithfully,

(Bharat Sharma)
Deputy Director(HRM-II)

CBIC

SWACHHTA PAKHWADA 01.09.2020 TO 15.09.2020

Date	Activity	Special Emphasis
01.09.2020	Swachhta Pledge by officers and staff. Display of banners regarding Pakhwada. All officers/staff members to make resolution to keep office premises clean and plastic free, to manage old records properly and to participate in other Swachhta related activities.	Display of Short Messages and quotes on Cleanliness, Hygiene and AntiPolythene for staff awareness. Circulars to be issued for the penalty for spitting/ throwing waste in office premises.
02.09.2020	All officers/staff members to make resolution to contribute towards Clean and Green Environment. Sharamdaan activities by the officers and staff.	Officers and staff to clean their office space and nearby premises. Adopting a public place for thorough cleanliness.
03.09.2020	Swachhta Workshop:- Organizing workshops on cleanliness and waste management in office for staff, including interactive sessions between Senior officers and workers in charge of cleanliness.	Senior officers to encourage the staff members to practice cleanliness in daily routine. Circulars to be issued to select Best Swachh Section on weekly basis. Name of Best Swachh section to be displayed on Notice Board
04.09.2020	Competitions :- Essay Writing/Slogan Writing/ Cartoon/Rangoli competitions/Other competitions to be held among the office staff inviting ideas for Swachhta.	Employees alongwith their family members to be encouraged to take part in the competitions.
07.09.2020	Voluntary work:- Each formation may select a locality or school and clean the premises.	Concerned DC/ AC level officer shall visit the selected locality/school to chart out an action plan and discuss the issues, if any, with respective local authorities. This activity/project shall be followed up regularly by the concerned officer.
08.09.2020	Each formation will carry out one of its own innovative idea for cleanliness.	Cleanliness of Canteen Premises.
09.09.2020	Plantation:- Each formation should identify an area for tree plantation or beautification through plantation and carry out the same.	Saplings to be distributed and employees to be motivated to plant a sapling in their name and look after it regularly.
10.09.2020	Segregation and weeding out of old records, enlisting and safe keeping of the same, Digitization of records, Disposal of E-Waste in the office.	Email Communication to be promoted especially for intra office communications. No use of plastic folders, using only paper folders for meetings.
11.09.2020	Each formation to stick Swachhta related quotations in the office at appropriate places.	Quotations regarding Swachhta to be displayed in all rooms and common places. Quotations related to saving of water to be displayed in wash rooms. Quotations related to switching off electronic equipments to be displayed at appropriate places.
14.09.2020	Creating social buzz regarding swachhta through electronic and print media. A press release should be issued highlighting major outcomes of Swachhta Pakhwada. Each formation should ensure better branding and publicity of Pakhwada activities.	All departmental websites to publicise Swachhta Pakhwada and draw awareness. Employees may also be encouraged/ motivated to put Swachh Bharat Quotations as their WhatsApp/ social media status.
15.09.2020	Carrying out Mass anti-polythene drive; Marching with Banners, Reviewing of Divyang access in public toilets. Award for best Swachh Section. Declaration of prize winners of various competitions held in the Pakhwada.	Anti-Polythene drive by picking the plastic waste near office premises and through nukkad nataks etc. Distribution of Cloth/ Jute bags (with swachhata slogans) to employees for encouraging them not to use Plastic Bags.

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Department of Revenue
Central Board of Indirect Taxes & Customs
Directorate General of Human Resources Development
409/8, Deep Shikha Building,
New Delhi-110008

F. No. 8/B/39/HRD(HRM-II)/ 2020

Dated: 17.03.2020

To,

All Principal Chief Commissioners/Chief Commissioners (CGST),
All Principal Chief Commissioners/Chief Commissioners (Customs),
All Directors General, Directorates

Respected Sir/Madam,

Subject: Observance of "Swachhta Pakhwada" campaign from 1st September 2020 to 15th September 2020- reg.

Please find enclosed the letter issued vide D.O. No. 561/1/1/2017-CA-V dated 29.11.2019 by the Cabinet Secretary (Revenue) alongwith the enclosures for observing the Swachhta Pakhwada in the month of September, 2020.

2. In this regard, also find enclosed the Action Plan for the Swachhta Pakhwada to be observed from 1st September to 15th September 2020 for further necessary action at your end.

3. An Action Taken Report on this matter may please be forwarded to this office by 1st of October, 2020. Also, a daily report on the activities undertaken during the Pakhwada, may please be reported on policy.dghrd@nic.in and DGHRD Swachhta Whatsapp No. 9599658978.

Encl : As above

डी०जी०एच०आर०डी०

प्रेषक.....
क्रम सं० 3408 to 3467
दिनांक..... 17/03/2020

प्रति

Yours sincerely,


(Bharti Sharma)

Deputy Director (HRM-II)

राजीव गौबा
Rajiv Gauba

1311/10
5/12/19



सत्यमेव जयते



मंत्रिमंडल सचिव
भारत सरकार
CABINET SECRETARY
GOVERNMENT OF INDIA

Dated, 29th November, 2019

D.O. No 561/1/1/2017-CA-V

Dear Secretary,

As you are aware, Swachhata Pakhwada was started with a vision to mainstream Swachhata activities across all Ministries/ Departments of Government of India. The programme has seen enthusiastic implementation by Central Government Ministries/ Departments and its agencies. The efforts made by different agencies have been appreciated by the Government and suitably rewarded at National level.

R
ASST
3/12

2. I attach herewith the calendar of Swachhata Pakhwadas for the year 2020, indicating the special occasions falling under during Pakhwadas. You are requested to formulate the Action Plan of your Ministry/ Department's Pakhwada and share it with the D/o Drinking Water & Sanitation. It may also be uploaded on the Swachhata Samiksha portal at least two months in advance. I request you to identify innovative practices in Swachhata related activities and mainstream them during these Pakhwadas. Further, Pakhwadas may be publicized to encourage active participation of the members of public.

JSIRY - in reply 3. I look forward to your enthusiastic implementation of Swachhata Pakhwada.

With regards,

Dir (GARI)
ASST
3/12

Encl: as above

5.12.19
SOLICITORS
Mr. Yagpal

Yours sincerely,
29/11
(Rajiv Gauba)

Dr. Ajay Bhushan Pandey
Secretary,
Department of Revenue
New Delhi

Swachhata Pakhwada Calendar 2020

SL No.	Pakhwada	Ministries/Departments	Special Occasions
1	1st -15th January	1. Ministry of External Affairs 2. Ministry of Road Transport and Highways	Pravasi Bharatia 9th January Road Safety Week 11th -17th January
2	16th – 31st January	1. Ministry of Information and Broadcasting 2. Ministry of Human Resource Development Department of School Education and Literacy Department of Higher Education	Republic Day 26 January
3	1st -15th February	1. Department of Space 2. Ministry of Electronics and Information Technology	
4	16th – 28th February	1. Ministry of Consumer Affairs, Food and Public Distribution Department of Consumer Affairs Department of Food and Public Distribution 2. Department of Atomic Energy	World Science Day - 23 February
5	1st – 15th March	1. Ministry of Women and Child Development 2. Ministry of Textiles	International Women's Day- 8th March
6	16th – 31st March	1. Department of Water Resources, River Development & Ganga Rejuvenation 2. Ministry of Steel	World Water Day- 22nd March Steel Safety Day 28 March

15	1st - 15th August	<ol style="list-style-type: none"> Ministry of Youth Affairs and Sports Department of Sports Department of Youth Affairs Ministry of Tribal Affairs 	International Youth Day-12th August World Indigenous Peoples Day August 9
	16th - 31st August	<ol style="list-style-type: none"> Ministry of Heavy Industries and Public Enterprises Department of Heavy Industries Department of Public Enterprises Ministry of Corporate Affairs 	
		<ol style="list-style-type: none"> Ministry of Finance Department of Economic Affairs Department of Expenditure Department of Financial Services Department of Revenue Department of Investment and Public Asset Management Ministry of Chemicals and Fertilizers Department of Chemicals and Petrochemicals Department of Fertilizers Department of Pharmaceuticals 	
17	1 st - 15 th September		
18	16 th - 30 th September	<ol style="list-style-type: none"> Ministry of Tourism Ministry of Railways Ministry of Shipping 	World Tourism Day- 27th September World Maritime Day 23 September
19	1 st - 15 th October	<ol style="list-style-type: none"> Ministry of Panchayati Raj Ministry of Rural Development Department of Land Resources Department of Rural Development 	Swachh Bharat Diwas 2nd October
20	16 th - 31st October	<ol style="list-style-type: none"> Ministry of Food Processing Industries Ministry of AYUSH 	World Food Day 16th October and National Ayurveda Day- 17 October

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