



सां/No.: 5-1(17)/2008-PD

दिनांक/Dated: 30.04.2019

प्रेषक / From:

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To :

सी.एस.आई.आर. के सभी राष्ट्रीय प्रयोगशालों/संस्थाओं/इकाईयों के निदेशक/प्रमुख
The Directors/Heads of all National Labs./Instts./Units of CSIR

महोदय/Sir / महोदया/Madam,

मुझे, आपको यह बताने के लिए निदेश हुआ है कि पेयजल और स्वच्छता मंत्रालय द्वारा जारी स्वच्छता पखवाड़ा कैलेंडर 2019 के अनुसार, सीएसआईआर में 1 से 15 मई, 2019 तक स्वच्छ पखवाड़ा, 2019 मनाया जाएगा। सी.एस.आई.आर. के सभी राष्ट्रीय प्रयोगशालों/संस्थाओं/इकाईयों से अनुरोध है कि स्वच्छ पखवाड़ा, 2019 को 1 से 15 मई, 2019 तक उचित रूप से मनाएं और डॉ. आर.के. सिन्हा, सीनियर प्रिंसिपल साइंटिस्ट, सीएसआईआर-मुख्यालय तथा नोडल अधिकारी, स्वच्छता पखवाड़ा को रिपोर्ट प्रस्तुत करें। स्वच्छता पखवाड़ा, 2019 के समेकित दिशा-निर्देशों और स्वच्छता कैलेंडर 2019 को सूचना, मार्गदर्शन और अनुपालन के लिए संलग्न किया गया है।

I am directed to inform you that Swachhta Pakhwada, 2019 will be observed in CSIR from 1st to 15th May, 2019 as per schedule in the Swachhta Pakhwada Calendar 2019 issued by Ministry of Drinking Water & Sanitation. All national CSIR Labs./Instts. are requested to observe Swachhta Pakhwada, 2019 from 1st to 15th May, 2019 in a befitting manner and submit the report to Dr. R. K. Sinha, Sr. Principal Scientist, CSIR-Hqrs & Nodal officer, Swachhta Pakhwada. The consolidated guidelines for Swachhta Pakhwada, 2019 & Swachhta Calendar 2019 is enclosed herewith for information, guidance and compliance.

भवदीय/Yours faithfully,

(बी. के. सिंह / B. K. Singh)
उप सचिव (नीति प्रभाग) / DS(PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) प्रमुख, आईटी डिवीजन - इस परिपत्र पत्र को वेबसाइट और पॉलिसी रिपोजिटरी पर उपलब्ध कराने के अनुरोध के साथ
Head, IT Division - with the request to make this circular letter available on the website & Policy Repository.
- 2) डॉ. आर.के. सिन्हा, नोडल अधिकारी स्वच्छता पखवाड़ा - आवश्यक कार्रवाई के लिए
Dr. R. K. Sinha, Nodal officer Swachhta Pakhwada - for necessary action.
- 3) कार्यालय प्रतिलिपि / Office copy

Swachhata Pakhwada-2019

Consolidated Guidelines

- Every Ministry/Department should nominate a Joint Secretary as nodal officer for Swachhata Pakhwada related activities, if not already nominated
- Every Ministry/Department to ensure that all their line departments, PSUs, attached offices, organizations and Institutions under them to plan and implement in detail Swachhata Pakhwada
- The Swachhata Pakhwada action plan must be communicated to the MDWS **two months** prior to the commencement of their Pakhwada and the same is to be uploaded in the designated _____ on _____ Swachhata _____ Samiksha (<http://swachhbharatmission.gov.in/SwachhSamiksha/Home.aspx?Ty=se>)
- Swachhata Pakhwada plans are required to contain detailed date wise activities. Further the Ministries/Departments should ensure that the activities during the Swachhata Pakhwada are in accordance with their plans and discussion
- Secretary of the Ministry/Department concerned may organise a VC/meeting with their field formations for dissemination of information and to review the preparedness, before the Pakhwada begins
- Senior Officers in the Ministry/Department may provide leadership in implementing Swachhata Pakhwada activities effectively
- Parliamentary Committee and other MP Committees may be convened on Swachhata
- Ministries/Departments need to involve **Union Ministers, MPs and other dignitaries** in Pakhwada activities
- Ministries/Departments may take steps to undertake innovative initiatives during the campaigns so that few stories are generated daily
- Divyang access to the toilets to be reviewed and ensured in the Central and State offices of Ministries/Departments during Pakhwada
- Ministries/Departments may consider setting up permanent mechanism through new programmes and Schemes for sustainability of Swachhata, in addition to cleanliness drives during the Pakhwada
- **There needs to be a daily reporting of the activities during the Pakhwada on Swachhata Samiksha _____ portal** (<http://swachhbharatmission.gov.in/SwachhSamiksha/Home.aspx?Ty=se>) and myGov portals
- **Activity pictures of High Resolution of 2mb-5mb to be uploaded on the portal**
- During the Pakhwada Ministries/Departments may initiate Swachhata Awards/ranking among organisations under their fold (**Detail guidelines are mentioned as Annexure**)
- Ministries/Departments should ensure better branding and publicity of Pakhwada activities in electronic and print media platforms at both field and central level. They need to make use of social media such as myGov., Twitter and Facebook extensively for the purpose

- Ministries/Departments in coordination with MoI&B, will ensure that adequate publicity is received by the Swachhata Pakhwada initiatives in both electronic and print media. MoI&B to also broadcast inspiring Swachhata initiatives on their coverage
- A press release should be issued highlighting major outcomes of Swachhata Pakhwada
- A press conference needs be organised by the Ministry/Department at the culmination of their Pakhwada to highlight the activities and initiatives undertaken. This may be addressed at the level of the Union Ministers and Secretaries
- At the conclusion of the Swachhata Pakhwada the Ministries/Departments are required to submit the following to MDWS for onward submission to Cabinet Secretary and PMO:
 1. Report containing detailed account of activities under taken during Pakhwada
 2. Related picture album, **newspaper clippings, press notes**, audio-visual clips
 3. Any special document that Ministry/Department may have issued during Pakhwada
 4. Name and details of the three Swachhata Pakhwada awardees

Annexure

Swachhata Pakhwada Awards – Guidelines

1. Each Ministry/ Department observing the Pakhwada will be provided three awards from Ministry of Drinking Water and Sanitation. However, Ministries/Departments may encourage to introduce large number of awards at their level to encourage Swachhata Pakhwada activities
2. The awards would be given to those who have contributed maximum to the cause of sanitation on the basis of rating and ranking. Emphasis while giving the awards would be given to innovative/ creative activities & initiatives, mass mobilization for Swachhata, engagement of varied sections outside the organization etc. which have deep and sustainable impact countrywide
3. Each Ministry/ Department would carry out the selection process overseen by the concerned Secretary and select the final three (First, Second and Third) awardees and intimate MDWS within the two days of ending of their Pakhwada
4. These awards would be handed over to the winning sections/ attached offices/ field formations/ Institutions/ PSUs/ organizations at the end of Pakhwada Press Conference or similar events
5. Ministries and Departments are requested to send the list of the selected winners to the Ministry along with a brief note mentioning the basis for the same to Shri Kapil Chaudhary, Director, MDWS (kapilc1973@gmail.com)

Swachhata Pakhwada Calendar 2019			
SL No.	Pakhwada	Ministries/Departments	Special Occasions
1	1st -15 January	1. Ministry of External Affairs	Pravasi Bharatia 9th January
		2. Ministry of Road Transport and Highways	Road Safety Week 11th -17th January
2	16th – 31st January	1. Ministry of Information and Broadcasting	Republic Day 26 January
		2. Ministry of Finance Department of Economic Affairs Department of Expenditure Department of Financial Services Department of Revenue Department of Investment and Public Asset Management	-
3	1st -15th February	1. Ministry 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 - 28 February
5	1st – 15th March	1. Ministry of Women and Child Development	International Women's Day- 8th March
		2. Ministry of Textiles	
6	16th – 31st March	1. Ministry of Water Resources, River Development & Ganga Rejuvenation	World Water Day- 22nd March
		2. Ministry of Steel	Steel Safety Day 28 March

7	1st – 15th April	1. Ministry of Health and Family Welfare Department of Health & Family Welfare Department of Health Research	World Health Day - 7 April
		2. Ministry of Law & Justice Department of Justice Department of Legal Affairs Legislative Department	Ambedkar Jayanti- 14th April
8	16th – 30th April	1. Ministry of Culture	World Heritage Day- 18th April
		2. Ministry of Parliamentary Affairs	
9	1st – 15th May	1. Ministry of Labour & Employment	International Labour Day- 1st May
		2. Ministry of Science and Technology Department of Biotechnology Department of Science and Technology Department of Scientific and Industrial Research	World Technology Day- 11 May
10	16th – 31st May	1. Ministry of Personnel, Public Grievances and Pensions Department of Administrative Reforms and Public Grievances Department of Pension & Pensioners' Welfare Department of Personnel and Training	
		2. Ministry of Power	
11	1st – 15th June	1. Ministry of Environment, Forest and Climate Change	World Environment Day- 5th June
		2. Ministry of New and Renewable Energy	
12	16th – 30th June	1. Ministry of Micro, Small and Medium Enterprises	Micro, Small and Medium Enterprises Day - 27 June
		2. Ministry of Coal	
13	1st – 15th July	1. Ministry of Petroleum and Natural Gas	
		2. Ministry of Earth Sciences	
14	16th – 31st July	1. Ministry of Social Justice & Empowerment Department of Social Justice & Empowerment Department of Empowerment of Persons with Disabilities	International Day of Disability Awareness- 16th July
		2. Ministry of Skill Development and Entrepreneurship	World Youth Skills Day - 15 July

15	1st – 15th August	1. Ministry of Youth Affairs and Sports Department of Sports Department of Youth Affairs	International Youth Day-12th August
		2. Ministry of Tribal Affairs	World Indigenous Peoples Day August 9
	16th – 31st August	1. Ministry of Heavy Industries and Public Enterprises Department of Heavy Industries Department of Public Enterprises	
		2. Ministry of Corporate Affairs	
17	1 st – 15 th September	1. Ministry of Human Resource Development Department of School Education and Literacy Department of Higher Education	Teacher's Day - 5th September
		2. Ministry of Chemical and Fertilizers Department of Chemicals and Petrochemicals Department of Fertilizers Department of Pharmaceuticals	
18	16 th – 30 th September	1. Ministry of Tourism	World Tourism Day- 27th September
		2. Ministry of Railways	
		3. Ministry of Shipping	<u>World Maritime Day 28 September</u>
19	1 st – 15 th October	1. Ministry of Panchayati Raj	
		2. Ministry of Rural Development Department of Land Resources Department of Rural Development	Swachh Bharat Diwas 2nd October
20	16 th – 31st October	1. Ministry of Food Processing Industries	World Food Day 16th October and National
		2. Ministry of AYUSH	Ayurveda Day- 17 October

21	1 st – 15 th November	1. Ministry of Commerce and Industry Department of Commerce Department of Industrial Policy & Promotion	National Commerce Education Day - 10th November
		2. Ministry of Civil Aviation	National Ayurveda Day- 17 October
22	16 th – 30 th November	1. Ministry of Communication Department of Posts Department of Telecommunications	National Post Day - 10th October
		2. Ministry of Mines	
23	1 st – 15 th December	1. Ministry of Defence Department of Defence Department of Defence Production Department of Defence Research & Development Department of Ex-Servicemen Welfare	Navy Day- 4th December
		2. Ministry of Home Affairs	Armed Forces Flag Day 7th December
24	16 th – 31 st December	1. Ministry of Agriculture and Farmers Welfare Department of Agricultural Research and Education Department of Agriculture, Cooperation & Farmers Welfare Department of Animal Husbandry, Dairying & Fisheries	Kisan Divas (Farmer's Day)- 23 December
		2. Ministry of Minority Affairs	Minorities Rights Day - 18th December