

लेखा नियंत्रक का कार्यालय, गुवाहाटी
उदयन विहार, नारंगी, गुवाहाटी- 781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI
UDAYAN VIHAR, NARANGI, GUWAHATI-781171

IMPORTANT CIRCULAR- 33

AN/1A/01/CIRCULAR/Vol-IX

Date: 26/09/2014

To:

- 1) All Section of MO Guwahati
- 2) All Sub Offices

Subject: "Swachh Bharat" campaign.

Reference: HQrs Office Letter No AN/III/3012/Circular/Vol-VI dated 25.09.2014

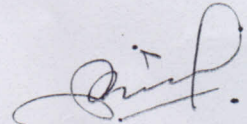
Please refer HQrs letter cited under reference on the subject mention above. In this context the national cleanliness campaign will begin on 25th September 2014. It has been decided that on 2nd October, 2014, "Swachh Saptah" will be administered to all in Government offices and public functions/events and cleanliness drive led by senior officers will be undertaken in all government and public offices.

Following activities may be initiated in your office:

- (i) Arrangement made to administer the pledge on 2nd October, 2014. The text of pledge will be uploaded separately on website.
- (ii) Arrangements made for cleanliness drive and other events planned for 2nd October, 2014.
- (ii) Action Plan in respect of activities/events/functions planned for the campaign from 25th September, onwards.

A list of some activities/events suggest for this campaign (Annexure-I) may be downloaded from HQrs. Office site.

This may be given Top Priority.


(M. K. Touthang)
ACDA(AN)

Copy to:

EDP Centre (Local): for uploading on website.

Annexure-I

Suggested activities/ events for 2nd October, 2014

- (i) Plantation of trees
- (ii) Marches
- (iii) Debates
- (iv) Essay/ Slogan competitions
- (v) Banners

Suggested activities/ events from 25th September onwards

- (i) Plantation of trees
- (ii) General Cleanliness of corridors, work space etc.
- (iii) Painting of roads/ footpaths
- (iv) Removal of road side vegetation
- (v) Repair and cleaning of all toilets
- (vi) Maintenance of sewage lines
- (vii) Proper lighting and replacement of faulty units
- (viii) Cleaning of water coolers and repair of faulty, if any
- (ix) Instruct all to stop washing of utensils in offices to avoid blockage and make arrangement of separate wash basin for washing of utensils
- (x) Disposal of Junk material
- (xi) Sensitizing all staff for cleanliness
- (xii) Proper parking of vehicles
- (xiii) Installation of Garbage Bins
- (xiv) Repair of Taps