D-60011/3/2016-Genl
Directorate General Health Services
General Section
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Dated:6.3.2019

CIRCULAR

As per the instructions issued by Cabinet Sectt., Swachhta Pakhwada are being held in all Ministries/Deptt. from 01 April 2019 to 15 April 2019 to sensitize the officials and all concerned on the issue. This Dte. will also be organising the following activities during that period:

S.No	Date	Activity	Responsibility/Participation
1.	**01/04/2019 11AM Venue:RC**	Pledge taking ceremony on Swachh Bharat Pakhwada by all Officers/staff. Display of banners on Swachh Bharat Pakhwada with a message at 4 suitable places.	All staff may attend the pledge ceremony in RC accordingly Banners: General Section
2	**02/04/ 2019 11AM Venue:RC**	Monitoring meeting under Dir(AK) for removal of unserviceable items from all Units of Dte	All DDAs/Section Officers
3.	**03/04/ 2019 11AM Venue:RC**	Review Meeting to be taken by Dir(AK) for weeding out of closed files/unnecessary documents by all sections/Units.	All DDAs/Section Officers
4.	**04/04/ 2019 11AM**	Dir/DDA level officers will be detailed at for floor wise Units under the control of Dte. for inspection of cleanness as under: 1)3 rd :Dir(SKJ) & DDA(AC) 2) 4 th :Dir(VM) & DDA(VP) 3)5 th : Dir(MKC) & DDA(SS) 4) 6 th & 7th floors: Dir(AK) & DDA(TF). All teams would submit a report to JS(RM) by next day.	Concerned Dir/DDAs
5.	**05/04/ 2019 11AM. Venue:RC**	One hour lecture on 'hygiene & sanitation and its impacts' by public health officers.	Dr. Tannu Jain, Addl DDG would coordinate
6.	**08/04/ 2019 11AM.**	A round by team led by JS(RM) {with Dir(AK),DDA(GA),SO(Gen.), Sh. Subhash, MTS) on all floors of Dte. to inspect the cleanliness aspects in sections.	All Concerned officers/staff
7.	**09/04/ 2019 11.AM.**	On site inspection of activities being done by subordinate offices under the control of Dte by Dir/DDAs level officers	Dir(HQ) would nominate officers for the purpose for some subordinate offices

S.No	Date	Activity	Responsibility
8.	10/04/ 2019 11AM. Venue:RC	A debate will be arranged amongst officials of Dte. on the subject of 'RESPONSIBILITY OF CLEANLINESS LIES WITH INDIVIDUAL OR WITH COMMUNITY' The prizes will be as under: Ist Prize:Rs.2000/- 2nd Prize: Rs. 1500/- Three consolation prizes: Rs.1000 each. The judges for the debate will be : Dir(SKJ)-Chairman Dr. Tannu Jain--Member DDA(AC)-Member	All officials of Dte may participate
9.	11/04/ 2019 1PM to 2.30 PM.	NUKKAD NATAK by 3 teams of NGOs which will be deputed one team at the location mentioned under: 1) During lunch hours at three different places around Nirman Bhawan. 2) Any nearby slum areas. 3) Any nearby Govt. School.	General Section
10.	12/04/2019	Surprise round by DGHS for outcome of the cleanliness drive as detailed above	All Officers/ Section/Units
11	15/04/2019 11AM Venue:RC	After Pakhwada a press release will be issued on Dte. website about the activities done. Prize distribution for debate competition.	All Officers/Sections

2. All Sections/units in Dte. may take immediate action for removal of unserviceable items & weeding out of closed files/unnecessary documents by 31.3.2019 positively. The progress of these activities will be monitored in the review meetings planned on 2-3 April, 2019 as mentioned above.

3. Above plan of activities are being circulated to sensitise all staff for their active participation during Swachhta Pakhwada from 01 April 2019 to 15 April 2019. No separate circulars will be issued for these activities, all officers/staff may kindly note the timings/venue of activities.

(SK Tanwar)
Deputy Director. (G)
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To

All Officers/Sections of Dte GHS

Copy to:

(i) PPS to DGHS

(ii) IT cell for uploading on Dte. website