

Action Plan for Swacchhta Pakwada Calendar from 1st May, 2017 to 15th May, 2017 in Ministry of Textiles.

Date	Programmes Proposed
01-05-2017	<p>Inauguration of Swacchhata Pakwada:</p> <ul style="list-style-type: none"> • Mass Pledge on Swachhata by employees to be administered by HMOT in Ministry. • To display slogans and signs regarding cleanliness at various places in Udyog Bhavan. • NIFT to make films on “Waste to Wealth” – to be displayed by all organizations. The films to include:- <ul style="list-style-type: none"> (i) Use of Comber Noil; (ii) Use of Jute waste; (iii) Use of Carpet rags and pieces to generate wealth ----- On all days. • Weavers Service Centre wise ---- 28 NIFT student profiles will be promoted as conscientious volunteers to lead youth teams for swachhta. • Personal hygiene campaign at all jute mills –co-opting CGHS doctors----- On all days.
02-05-2017	<ul style="list-style-type: none"> • JS(AMR)/Textile Commissioner will visit a NTC Mill Chawl area/workers tenement for a special drive on swachhta Abhiyan – NTC Chawl cleaning will be taken up. • Undertaking cleaning of Office premises, Toilets & Wash rooms • Provision for Supply of clean drinking water through water dispensers provided to all sections. • Providing dustbins in all sections
03.05.2017	<ul style="list-style-type: none"> • Dusting and cleaning of office equipments • Cleaning of common passages and open areas in Udyog Bhavan • Co-ordination with CPWD and DIPP to ensure that the renovation work like replacement of tiles, false ceiling works, installation of LED lights are completed timely.
04-05-2017	<p>Weeding out of old files/Records/un-serviceable articles</p> <ul style="list-style-type: none"> • to make a special drive to clear and dispose all unserviceable articles to create better working environment. • Broken fixtures to be repaired and proper maintenance of office furnitures including polishing wherever required. • Weeding out of old files/records after following requirements of the Record Retention schedule

05.05.2017	<ul style="list-style-type: none"> • Visit of HMOST to Powerloom Service Centres in Delhi/Haryana/Uttarakhand • Sections to undertake cleaning/dusting in their respective sections. • Arranging files in proper places ensuring no papers/documents are scattered around. • Ensuring that the Plants/Pots placed in front of rooms of officers are maintained properly.
08-05-2017	<p>Awareness Programmes</p> <ul style="list-style-type: none"> • Visit of JS(AMR)/Jute Commissioner to Jute Mill in Kolkatta for a special Swachhta drive; Workers colonies cleaning to be undertaken. • Awareness programme- sensitize all the Multi Tasking Staff(MTS) about their crucial role in maintaining cleanliness • Organizing workshop for employees in office on swachhta Abhiyan on personal hygiene and community health. • To sensitize all staff including contractual staff to maintain discipline and not spit or smoke in corridors. • Talk on Personal Hygiene and its importance – by a Doctor
09-05-2017	<p>Motivation and Publicity</p> <ul style="list-style-type: none"> • Motivation through distribution of brochures/pamphlets. • Cleanliness activity.
11.05.2017	<ul style="list-style-type: none"> • Organising a seminar on <u>Waste to Wealth</u> • Organizing debate competition at different levels – MTS/UDCs/ASOs on Swachhta Abhiyan and its importance.
12.05.2017	<ul style="list-style-type: none"> • Visit of HMOST to Silk Cluster in Haridwar for a special Swachhta drive
15-05-2017	<p>Valedictory Function</p> <ul style="list-style-type: none"> • Honoring the prize winners in the competitions by Sr. Officers • Review of activities undertaken during the period • PIB – Press release.
	<p>Media Plan</p> <ul style="list-style-type: none"> • Use of social media on website by Ministry, attached, subordinate and other organizations under the Ministry. • Use of my.gov and e- sampark platforms • Press release through PIB.

*From 27th May, 2017 to 31st May, 2017 –Swachhta activity will be undertaken by NIFT students during the extended period in different Weavers Service Centres for street wall painting etc.