

F. No. 35011/1/2018-GA
Government of India
Ministry of Agriculture & Farmers Welfare
Department of Agriculture Cooperation & Farmers Welfare
DIRECTORATE OF PLANT PROTECTION QUARANTINE AND STORAGE
NH-IV, Faridabad.

Dated: 13/12/2018

Office Memorandum

Subject:- Activities to be carried out during "Swachhta Pakhwada" to be observed from 16th December to 31st December, 2018-regarding.

The undersigned is directed to enclose herewith an O.M. of even number dated 7th December, 2018 issued by this Directorate alongwith O.M. No.11-8/2018-GA.II, dated 5th December, 2018 issued by DAC&FW on the above mentioned subject.


2. It is requested that the prescribed activities may be carried out with best effort during the period and send the daily report to DAC&FW on dacfwshs2018@gmail.com alongwith photographs (High Definition) of the events with the consolidated number of the participants (activity wise) under intimation to GA Section of the Directorate on soppqs.fbd-agri@gov.in.

3. Further, it is also requested that a consolidated report on the activities may be submitted to DAC&FW on email: dacfwshs2018@gmail.com under intimation to the Directorate (soppqs.fbd-agri@gov.in) latest by 03rd January, 2019 (FN) positively.

4. The above is for strict compliance please.

5. This issues with the approval of the Competent Authority.

Encl:- As above.


13/12/2018

(Mohan Lal Meena)

Under Secretary (HQ)

Tele No. 0129-2476363/2476345

To

All the Officer In-charge of all sub-offices of the Directorate.

Copy to:

IT Cell- for publication at the website of Dte. of PPQ&S.

Copy for information to :- JD(P&C) / PS to PPA / PA to CAO / PA to US(HQ)

File No.----35011/1/2018-GA

Swachhata Pakhawada, 2018
Dated-7th December 2018

Office Memorandum

Subject: Activities to be Carried Out "Swachhta Pakhwada" to be observed from 16th December to 31st December, 2018-reg.

The undersigned is directed to refer to the subject mentioned above and to say that it has been decided to carry out following activity during the sachhata pakhawara in Directorate of PPQ&S and its Sub Offices.

S.No	Date	Activities to be Carried Out	Concerned Authority
1	16.12.2018 to 17.12.2018	Swachhta Pledge on 17 th December, 2018 at 10.30 AM at PPA's Sectt. (16.12.2018 Holiday). Awareness Campaign through displaying of Banners and pamphlets at prominent points and swachata related rallies to be organised	GA Section of the Directorate. In-Charges of sub offices.
2	18.12.2018	Seva Diwas – Shramdann (Massive cleanliness drive in the premises of HQ, CIB&RC, CIL and sub-offices of Dte. of PPQ&S.	GA Section of the Directorate
3	19.12.2018	All employees to participate in the cleanliness drive and officers to take a round of HQ, CIB&RC, CIL and sub-offices of Dte. of PPQ&S . All officers/staff members to make resolution to keep office premises clean, manage old records properly.	All officers/staff of the Directorate and its sub offices.
4	20.12.2018 to 23.12.2018	Kisan Divas -Disposal of insecticides containers after use at farmer fields by the way of training and demonstration.	In-Charges CIL/RPTL All the in-charges of CIPMCs and Locusts
5	24.12.2018 to 25.12.2018	Weeding out of old records and removal of garbage/malba and obsolete furniture items and other waste obsolete items at HQ, CIB&RC, CIL and sub-offices of Dte. of PPQ&S.	All officers/staff of the Directorate and its sub offices .
6	26.12.2018	All employees to participate in the cleanliness drive and clean tables, rack, computers and ensure dust-free surroundings at HQ, CIB&RC, CIL and sub-offices of Dte. of PPQ&S.	All officers/staff of the Directorate and its sub offices .
7	27.12.2018	Swachata related Painting/printings, made on the walls of Office Building of Directorate and its Sub Offices.	GA Section of the Directorate

8	28.12.2018	Better Sanitation practices related Banners and Tree Plantations.	GA Section In-Charges of sub offices
9	29.12.2018 to 30.12.2018	Organizing symposiums /Seminars and field demonstration and awareness programs among farmers and villagers for proper disposal of insecticides containers in nearby field area, as well as in villages.	GA Section In-Charges of sub offices.
10	31.12.2018	Group officers of Directorate will visit all Sections/Divisions at HQ, CIB&RC, CIL and decide best Section/division .	Group officers(Team nominated by PPA) .
11	--	Sanitary Napkin dispenser to be provided in Ladies Toilet.	GA Section In-Charges of sub offices.


2- Therefore , all divisional Heads are requested to issue necessary instruction to Sub Offices to take necessary steps for successful execution of the action plan as mentioned above.

3- All the participating officers/staff must be send daily report of the activities with date and caption along with High Definition Photographs by email to ppa@nic.in ,amarsingh-ppqs@gov.in,
usppqs-agri@nic.in/ soppqs@gov.in

4- A consolidated report on activities undertaken by your office may also be sent by mail by 2nd January,2019.

5-- The above is for strict compliance please.

6- This issues with approval of PPA.


11/12/18
A. N. Singh
JD(P&C)

To,
1-All Divisional Heads , DPPQ&S, Faridabad
Copy for Information:
PS to PPA
PS to JS(PP)
IT cell for uploading

MOST IMMEDIATE
Swachhta Pakhwada 2018

No. 11-8/2018-GA II
Government of India
Ministry of Agriculture and Farmers Welfare
Department of Agriculture, Cooperation and Farmers Welfare

Krishi Bhawan, New Delhi
Dated, the 05th December, 2018

OFFICE MEMORANDUM

Subject: Activities to be carried out during "Swachhta Pakhwada" to be observed from 16th December to 31st December, 2018- regarding

The undersigned is directed to refer to subject mentioned above and to say that it has been decided to carry out following activities during the 'Swachhta Pakhwada' in the DAC&FW Headquarter at Krishi Bhawan as well as in attached, subordinate, autonomous offices & PSU of the Department:-

S. No.	Activities to be carried out	Concerned Authority
1.	Marketing Division may arrange for installation of Waste Decomposer plant in an e-NAM Mandi.	➤ Joint Secretary (Marketing)
2.	Cleanliness Drive may be undertaken in the DACFW Hq. and all attached/ subordinate/ autonomous officers/ PSU of this Department especially on Kisan Divas on 23 rd December, 2018. Old files/ records may also be weeded out during the Pakhwada.	➤ All Divisional Heads
3.	DMI and Dte. of PPQ&S may arrange Swachhta Competition among all their field units which parameter may cover the nearby premises/ village as well as the office building.	➤ Joint Secretary (Marketing) ➤ Joint Secretary (PP)
4.	Cleanliness drive may be undertaken in e-NAM Mandis by DMI which includes Swachhta Rallies, Seminar for farmers, door to door meetings to drive behaviour change towards better sanitation practices.	➤ Joint Secretary (Marketing)
5.	Swachhta related paintings may be made on the walls of the office buildings of DAC&FW Hqrs as well as in all attached/ subordinate offices.	➤ All Divisional Heads
6.	Village level Swachhta Rallies may be organized by all the attached/ subordinate/ autonomous officers/ PSU of this Department.	➤ All Divisional Heads
7.	National Centre of Organic Farming may organize symposiums/ demonstration/ seminar on organic farming/ waste decomposition at village level.	➤ Joint Secretary (INM)
8.	Dte. of PPQ&S may organize symposiums/seminar, awareness programmes for proper disposal of insecticide containers in nearby village of its field units.	➤ Joint Secretary (PP)

9.	Swachhta Pakhwada and better sanitation practices related banners may be displayed and Tree plantation may be done in office premises at DAC&FW Hqrs. as well in all attached/ subordinate/ autonomous officers/ PSU of this Department.	➤ All Divisional Heads
10.	Sanitary napkin dispensers may be provided in at least one Ladies toilet at DAC&FW Hqrs. as well in its all attached/ subordinate/ autonomous officers/ PSU.	➤ All Divisional Heads
11.	Swachhta Message may be displayed on Websites of the Department.	➤ Joint Secretary ((IT)
12.	Functionality and cleaning status of existing toilets may be checked in DACFW Hq and in all its offices.	➤ All Divisional Heads
13.	The status of "Swachhta Action Plan" may be reviewed and its physical/ financial progress may be reported.	➤ JS (RKVY) ➤ JS(INM) ➤ JS(Marketing)

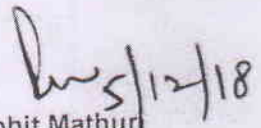
2. Therefore, all Divisional Heads are requested to issue necessary instructions to attached, subordinate & autonomous offices under their administrative control to take necessary steps for successful execution of the action plan as mentioned above.

3. Instructions may also be issued to send daily report @ dacfwshs2018@gmail.com alongwith photographs (High Definition) of the events and with the consolidated number of the participants (Activity wise).

4. A consolidated report on the activities undertaken by your offices may also be sent by mail to dacfwshs2018@gmail.com by 03rd January, 2019 (F/N) positively.

5. The above is for strict compliance please.

6. This issues with the approval of Secretary (AC&FW).


(Rohit Mathur)

Director

Tele. 2338 8606

E-mail:- rohit.mathur@nic.in

To,

1. All Divisional Heads, DAC&FW