

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD**

No. 2015/EnHM/06/12

New Delhi, dated 16.05.2016

**General Managers,
All ZRs and PUs
DG/RDSO, DG/NAIR
CAO/DMW/Patiala, CAO/RWP/Bela**

**SUB: Swachh Bharat Mission" Action Plan 2016-17
REF: CRB's D.O. No. 2015/EnHM/06/12, dt. 12.04.2016**


Kindly refer to CRB's DO of even number dated 12.04.2016 through which all ZRs and PUs were asked to send their Action Plan for Swachh Bharat Abhiyan 2016-17 by 20.04.2016. It has been observed that so far only Metro Railway, Kolkata and RCF, Kapurthala have sent their Action Plan for Swachh Bharat Abhiyan 2016-17. The railways / units that have not sent their action plan, are advised to send the same by return to EnHM Directorate, Railway Board.

It is reiterated that (i) action taken on Swachh Bharat Mission 2016-17 as per CRB's letter cited above may be reported regularly through the MCDOs of GMs every month, highlighting the achievements of the programme and (ii) monthly updates should be displayed in the public domain through the webpage on Swachh Bharat Mission in the website of your Zonal Railway besides regular coverage in media.

Following two theme based fortnightly cleanliness drives were advised to be carried out in the month of May'2016

- (i) 1st May to 15th May, 2016 – All workplaces like factories/workshops, sheds, depots etc.
- (ii) 16th to 31st May, 2016 – All Govt. Offices.

Drive in item(i) would have been completed. Some of the activities which can be organised during the current cleanliness drive at Government Offices in item (ii) can include the points listed in the Annexure.


(K. Swaminathan)
Advisor

Environment & HKP Mgmt Directorate

CC: CTIs/Indian Railways

G/F

ANNEXURE to letter no. 2015/EnHM/06/12 dated 16.05.2016

Sub: Actionable points for cleanliness drive in offices from 16.05.16 to 31.05.16

- (i) Carrying out inspection and repair work of all sanitary facilities in the office premises.
- (ii) Display of swachhta related themes prominently to create awareness without defacing the walls/premises.
- (iii) Identifying areas prone to uncleanliness and taking appropriate corrective measures to ensure lasting cleanliness.
- (iv) Special cleaning of premises including isolated/ hidden areas/ corners boundary walls and roof.
- (v) Intensive cleaning of toilets & putting a system in place for ensuring clean toilets always by using differently colour coded mops meant for differing applications
- (vi) Ensuring upkeep / maintenance of water booths and water coolers. Cleaning of water tanks, fire tanks etc.
- (vii) Cleaning of surrounding area including parks/lawns, canteens, cycle stands, etc. with responsibility assigned to the respective agencies for doing the task regularly.
- (viii) Disposal of scrap, unserviceable material and equipments, damaged furniture, etc.