

2023/EnHM/08/01/Sw. Pakh.
भारत सरकार/GOVERNMENT OF INDIA
रेल मंत्रालय /MINISTRY OF RAILWAYS
रेलवे बोर्ड/(RAILWAY BOARD)

I/3062880/2023

No.2023/EnHM/08/01/Sw. Pakh.

New Delhi, dated. .03.2023

**The General Managers,
All Zonal Railways & PUs,
CMDs & MDs of all PSUs under M/o Railways
DGs of RDSO and NAIR,
PCAO/COFMOW.**

Sub: Swachhata Pakhwada campaign – 2023 over Indian Railways.

Ref: Cabinet Secretary, GoI's D.O. Letter No. 561/01/01/2017-CA.IV dt. 25.11.22(copy enclosed)

Please find enclosed herewith above referred D.O. letter forwarding therewith Swachhata Pakhwada Calendar for the year 2023 along with consolidated guidelines.

Indian Railways, as per the calendar, have to observe the Swachhata Pakhwada from 16th September to 30th September, 2023. It has been decided to extend it suo-moto up to 2nd October, 2023 with a view to culminate it with the celebration of Mahatma Gandhi's Jayanti.

An indicative day-to-day program for the activities to be undertaken during the Swachhata Pakhwada is also enclosed herewith. The same would be forwarded to D/o Drinking Water and Sanitation, M/o Jal Shakti and would also be uploaded on Swachhata Samiksha portal prior to 02 months of commencement of Swachhata Pakhwada.

All guidelines as received from Cabinet Secretary, enclosed with this letter, should be strictly followed. All Railways/PUs/PSUs/CTIs should observe the Swachhata Pakhwada in its true spirit (duly observing all COVID protocols) with a view to bring about visible improvements in the level of cleanliness at various Railway establishments and in trains.

Indian Railways will be provided with three awards from the Department of Drinking Water and Sanitation. The awards would be given to those who have contributed the maximum to swachhata/cleanliness activities during the Swachhata Pakhwada. Emphasis would be given to innovative/creative activities & initiatives, mass mobilization for Swachhata, engagement of varied sections outside the organization etc.

Day to day activities, observed during Swachhata Pakhwada, with high resolution pictures may be regularly furnished to Railway Board on email id: advenhm@rb.railnet.gov.in (PDF & Soft copy in MS word) and may also be uploaded on Swachhata Samiksha Portal & myGov portal as advised in aforesaid letter & consolidated Swachhata Pakhwada guidelines.

A proforma is also enclosed herewith for furnishing brief of tasks (in numbers) performed. All units are requested to keep this data ready and the same should inevitably be furnished with the final report of Swachhata Pakhwada.

Encl: As above.

**Signed by Shailendra
Singh**

Date: 09-03-2023 18:31:42
(Shailendra Singh)

**Executive Director/ME(EnHM & Proj.)
Railway Board**

Copy to:

1. Secretary/Railway Board for kind perusal and for getting arranged Swachhata Pakhwada in Rail Bhawan.
2. ED/Health, Railway Board for information and necessary action.

I/3062880/2023 **Sub: Swachhta Pakhwada – drive from 16th Sept to 30th Sept'2023.**

As per directives of Cabinet Secretary/GoI, Indian Railways have to observe Swachhta Pakhwada from 16th September to 30th September 2023. It has been decided to extend it suo-moto up to 2nd October, 2023 with a view to culminate with Mahatma Gandhi's Jayanti. The Swachhta Pakhwada should be organized with a view to ensure visible and tangible improvement in cleanliness at all its premises i.e. stations, trains, offices, colonies, workshops, maintenance depots, hospitals etc.

All Units are requested to draw up a systematic plan and use all its machinery to achieve the desired objective in their areas. Special attention should be given to clean track approaches to major railway stations, solid waste management including ban of plastic and water use efficiency. Efforts may be made in collaboration with NGOs/Charitable organizations for the said purpose. Action under anti-littering rule and imposition of penalty under "polluter pays principle" should be vigorously taken up during the pakhwada.

At the end of the pakhwada a press conference should be held. During "Samwad" efforts should be made not only to create awareness about cleanliness but also bring to the notice of general public about the good work done by the Railways in this regard.

Date wise indicative activities are given below:

DAY- 1: 16.09.2023 – Swachhta sapath and Swachh jagrukta (Swachhta pledge and Swachh Awareness):

- Swachhta pledge (copy enclosed) should be administered to Railway Staff and their families.
- Prabhat Pheris should be taken out in the morning with the slogan "Swachh Rail Swachh Bharat" with a view to raise awareness to all railway employees and their families to ensure cleanliness in the vicinity of their habitat.
- Nukkad Nataks be organized with the help of NGOs, religious bodies and school children at railway stations for awareness of passengers.
- Workshop and training programs should be conducted by EnHM officers and staff for staff having public interface and passenger service. They should also be given brief on objectives and content of "Swachhta Pakhwada".
- Awareness campaign against open defecation in areas approaching stations, on track, in yard or depot premises through IEC.

DAY- 2: 17/09/2023: Swachh Samwad (Cleanliness dialogues/Public):

- Organize seminar on Sanitation and upkeep of railway stations by involving NGOs, Charitable institutions, Scouts & Guides, Unions and all employees to undertake cleanliness drive on their nearest railway stations.
- Seminar and Workshops should be organized on Sanitation and upkeep of Railway Colonies and other Institutions on Railway premises.
- Anti-littering notices to be displayed in all institutions on the Railway premises like Railway Colonies, Rest Houses and Dormitories, Running Rooms, Hospitals and Health Units and Schools.

- Use of CCTVs, awareness posters and slogans, Nukkar shows etc. may be undertaken. Cooperation of passengers be sought in keeping the coach clean through PA system on the Railway Station.
- Passengers can be administered Swachhta pledge through pamphlets.
- Creating Awareness for more use of paperless travel in all classes of travel.
- Feedback may be taken from travelling public regarding cleanliness awareness including message on 139.

DAY- 3: 18/09/2023: Swachh Stations (Clean Stations): (major station)

- To organize intensive cleanliness drive at major stations.
- Availability and working of cleaning machines, tools & plants, protective gears for cleaning staff must be ensured.
- Adequate provision of dustbins at stations are to be ensured.
- Separate dustbins to be provided at stations for segregated collection of waste in terms of extant Board's instructions. A campaign for 'fill the dustbin', 'donate the dustbin' may be taken up to generate the awareness among the rail users.
- Cleanliness of drains & toilets to be focused.
- Inspecting upkeep and stacking of hydrant pipe in proper manner.

DAY- 4: 19/09/2023: Swachh Stations (Clean Stations): (other than major stations)

- Intensive cleaning of all stations.
- Use of plastic to be discouraged. Major stations in the Zonal Railway should be plastic free.
- Plastic bottle crushers can be installed with CSR funding so that plastic thrown does not choke drains or water outlets.
- All efforts should be made to ensure that platform at important stations to be "zero waste" i.e. litter-free.
- Solar Power equipment should be functional, wherever installed.
- Segregation of waste should be encouraged by setting up of separate dustbins.
- Cleaning of drains & toilets.

DAY - 5: 20/09/2023: Swachh Railgaadi (Clean Train):

- Intensive inspection of Identified Special train at Station by team of officers/supervisors and staff in all OBHS trains.
- Feedback of passengers and provision of award for OBHS staff/supervisors for best OBHS train.
- Do/Don't posters for passengers regarding cleanliness, anti-littering to be ensured in coaches wherever not available.
- Cleanliness awareness campaign to be organized on use of bio-toilets.

DAY- 6: 21/09/2023: Swachh Railgaadi (Clean Train):

- Intensive inspection/cleaning other important trains not covered in drive on 21.09.2023 should be undertaken.

- Intensive inspection/Cleaning of trains at washing lines by team of Supervisors/Officers in primary base rake and stabled rakes.
- Train inspection to include checking of toilets, inside and outside cleaning, quality of linen with special attention on Pantry Car cleaning.
- Provision of award to the contractual Supervisor/Staff for best performance during their contract period/no complaint of passenger throughout the year.

Note: All trains have to be inspected in the washing lines, in railway yards and also at stations. Train inspections to include checks on toilets and quality of linen. Suggestions/feedback should also be obtained from passengers and immediate action initiated. Drive Report to be submitted by each team of officers/supervisors with photographs.

DAY- 7: 22/09/2023: Swachh Patri (Clean Tracks): It may be checked that places, areas beyond the railway stations on both sides of the track alongside the city boundaries are not littered with garbage and open defecation in these areas may also be checked to:

- Focus on cleanliness of railway track located in station adjacent areas.
- Launching of awareness campaign to prevent open defecation near tracks.
- Besides removal of garbage, unwanted bushes/grass may also be cleared.
- Involve Urban Local Bodies (ULBs), State Government and participation from citizens, Community Based Organizations (CBOs), Self Help Groups (SHGs), youth associations etc for preventing open defecation, if any such activity is noticed.

DAY- 8: 23/09/2023: Swachh karyalaya, swachh colonies & Parisar (Clean Work Place & Clean Residential Premises):

- To organize and Conduct Intensive cleaning to clean and improve cleanliness in Railway colonies, Retiring Rooms/waiting halls, Rest houses and dormitories, etc.
- Plantation of tree and landscaping in the premises should also be undertaken for beautification.
- Residential premises eg. Railway Colonies, Retiring/Waiting Rooms, Running Rooms, Rest House and Dormitories etc. to be taken up for intensive cleaning.
- Benefits of segregation at source should be explained. Provision of Dry and Wet Dustbin should be made available.
- Intensive drive should be undertaken to clean up garbage in Railway Colonies.
- Participation under CSR be called for installing Bio Compost facilities at Railway Colonies, Stations Hospitals, Workshops etc. Benefits of segregations at source should be explained to them.

DAY- 9: 24/09/2023: Swachh Ahar (Clean food):

- Intensive cleaning of canteens, food stalls in and around station premises should be undertaken. Utensil cleaning, garbage disposal also to be checked during cleaning for sustainable improvement in cleaning activity.
- Food vendors, cooks and bearer of canteen to be covered under cleanliness, medical checkup and hygiene.

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- Benefits of segregations at source should be explained. Provision of Dry & wet Dustbin to be made available.

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DAY- 10: 25/09/2023: Swachh Ahar (Clean food):

- To conduct Inspection of Pantry Cars by team of officers and staff and propagating awareness on cleanliness & hygiene among pantry car staff.
- To conduct Inspection of Pantry car utensils, Food Stuff and its store area, medical fitness of pantry staff for cleanliness and hygiene.
- To inspect Base kitchen and its Store area for cleanliness and hygiene.
- Utensil cleaning method, Waste disposal system.
- Provision of compactors i.e. smart bins in Pantry Cars to be encouraged.
- Feedback of passengers on above aspects i.e. cleanliness & hygiene maintained by pantry car staff to be taken.

DAY- 11 : 26/09/2023 : Swachh Neer (Clean Water):

- All water treatment plant, water installations including filter plants, for pre and post filtration quality of water.
- To check for cleanliness and hygiene maintained at Filtration Plants.
- To conduct Drive for making Drinking water Tap area clean at Stations.
- To educate staff to ensure proper stacking of hydrant pipes at coach water filling points (at Stations & Coaching depots) to ensure hygiene.
- To conduct intensive inspection of all water installation in offices, Railway Colonies/Hospitals/Health Units/Schools to ensure:
 - a. Round the clock availability of water testing kits & chemicals round the year.
 - b. Cleanliness of water storage tank & adequate Capacity.
 - c. Good condition of water supply pipe – lines.
- To check competency certificate of water testing officials.

Note: It must be ensured that quality potable water is available for passengers and there is no shortage of water supply at any of passenger service locations like waiting rooms, retiring rooms, platforms, trains etc. Inspection of water vending machines, water coolers should be undertaken for cleaning and sample checks should be conducted on quality of water. Efforts for setting up rain harvesting plants and recycling plants should be strengthened. It should be ensured that there is no problem of water stagnation anywhere in Railway premises.

DAY- 12: 27.09.2023: Swachh waterbodies and park (Clean jalashaye & park):

- Assess and review the Water Bodies existing in the Railway Land including the ones which are presently non-functional and take action to ensure that all the existing Water Bodies are protected and nurtured and Water Bodies which are non-functional may be restored.
- Cleaning of water bodies
- Cleanlines drives in parks

DAY- 13: 28/09/2023: Swachh Prasadhan & paryavaran (Swachh toilets & Environment):

- Intensive cleaning of all toilets blocks at railway stations, coaching depots, trains, hospitals, work place and surrounding areas.

- Water availability, leaking pipes, drainage systems should be paid attention to and broken items replaced wherever required.
- Awareness campaigns with the help of Nukkad Nataks against open defecation in areas approaching railway stations or on tracks.
- Divyang access to the toilets to be reviewed and ensured in the Central and State offices of Ministries/Departments during Pakhwada.
- Shramdaan and Tree plantation to be organized.
- Awareness campaign for protection of environment.

DAY- 14: 29/09/2023: Swachh spardha (Competition):

- Efforts should be made to inculcate a sense of healthy competition for cleaning and commendation letter to be given to those units which are found perennially/regularly cleaned. Supervisors/staff working on cleaning activities should be suitably recognized.
- Advance information towards healthy competition for cleaning and award scheme may be communicated to all major Stations/Depot-in-charges.

DAY- 15: 30/09/2023: No to Single Use Plastic:

- Review of maintenance/working of Plastic Bottle Crushing Machines.
- Awareness campaigns for prohibition of Single Use Plastic.
- Assessment of generated Plastic waste.
- Special Drive for penalty on vendor stalls at Railway Stations for breaching the ban on Single Use Plastic.

DAY- 16: 01/10/2023: Review/Briefing and Swachh Awareness Rally:

- On this day, the work carried out during the pakhwada should be reviewed and a detailed report with photos and videos should be uploaded on the website of each Railway.
- Due coverage of the drive should be ensured in social/print/electronic media.
- Press conference to be organized for appraisal of Media persons.

DAY- 17: 02/10/2023: Celebration of Mahatma Gandhi Jayanti & Community Day/Sewa

Diwas/Community engagement: Efforts should be made on mass mobilization on this day. A combined shramdaan should be done by all for cleaning the station premises and its surroundings. If the gathering is in a large number, a two hour slot can be given to each group for their contribution. Photographs to be taken and uploaded. Care should be taken to ensure safety while working on/near tracks and not hinder the operation of trains.

Cooperation of passengers be sought in keeping the coach clean through PA system on the Railway Station. They can also be administered Swachhta pledge through pamphlets. CPROs be advised to launch awareness campaign with “Meri Seat Mera Dabba” theme.

Swachhata Pledge

Mahatma Gandhi dreamt of an India which was not only free but also clean and developed.

It is our duty to serve Mother India by keeping the country neat and clean.

I take this pledge that I will remain committed towards cleanliness and devote time for this.

I will devote hundred hours per year that is two hours per week to voluntary work for cleanliness.

I will neither litter nor let others litter.

I will initiate the quest for cleanliness with myself, my family, my locality, my village/city and my workplace.

I believe that the countries of the world that appear clean or so because their citizens do not indulge in littering nor they do allow it to happen.

With this firm belief, I will propagate the message of Swachh Bharat Mission' in villages, towns and cities.

I will encourage hundred other persons to take this pledge which I am taking today.

I will endeavour to make them devote their hundred hours for cleanliness.

I am confident that every step I take towards cleanliness will help in making my country clean.

स्वच्छता शपथ

महात्मा गांधी ने एक ऐसे भारत का सपना देखा था जो ना केवल स्वतंत्र हो बल्कि स्वच्छ और विकसित भी हो ।

हमारा कर्तव्य है कि गन्दगी को दूर करके भारत माता की सेवा करें।

मैं शपथ लेता हूँ कि मैं स्वयं स्वच्छता के प्रति सजग रहूँगा और उसके लिए समय दूँगा।

हर वर्ष घंटे यानि हर सप्ताह घंटे श्रमदान करके स्वच्छता के इस संकल्प को चरितार्थ करूँगा।

मैं न गन्दगी करूँगा, न किसी और को करने दूँगा।

सबसे पहले मैं स्वयं से, मेरे परिवार से, मेरे मोहल्ले से, मेरे गांव/शहर से एवं मेरे कार्यस्थल से शुरुआत करूँगा।

मैं यह मानता हूँ कि दुनिया के जो भी देश स्वच्छ दिखते हैं उसका कारण यह है कि वहां के नागरिक गन्दगी नहीं करते और न ही होने देते हैं।

इस दृढ़ विचार के साथ मैं गांव , कस्बों और शहरों में स्वच्छ भारत मिशन का प्रचार करूँगा।

मैं आज जो शपथ ले रहा हूँ, वह अन्य १०० व्यक्तियों से भी करवाऊँगा।

वे भी मेरी तरह स्वच्छता के लिए १०० घंटे दें, इसके लिए प्रयास करूँगा।

मुझे मालूम है कि स्वच्छता की तरफ बढ़ाया गया मेरा एक कदम पूरे भारत देश को स्वच्छ बनाने में मदद करेगा।

Brief of tasks performed at the ground level

| | | | |
|-----|--|---------------------------------------|--|
| 1. | No. of Railway Stations covered | | |
| 2. | Total Area covered (In Sq.M) | | |
| 3. | No. of participants took Swachhata Pledge | | |
| 4. | No. of Nukkad Nattaks performed | | |
| 5. | Drains Cleared (in Meter) | | |
| 6. | Fumigation done on Number of Locations | | |
| 7. | Anti Littering Drive | No. of persons fined | |
| | | Amount Collected (Rs.) | |
| | | No. of persons counselled | |
| | | No. Of Anti-littering stickers pasted | |
| 8. | Webinars/Seminars conducted for awareness of Swachhata | | |
| 9. | No. of participants attended the seminars/webinars | | |
| 10. | Persons participated (Shramdan) | | |
| 11. | No. of trees planted | | |
| 12. | Plastic removed (in tonnes) | | |
| 13. | Scrap collected in tones (workshops) | | |
| 14. | No. of offices covered under Swachh Parishar | | |
| 15. | Waste collected (in tones) during Swachh Parisar | | |
| 16. | Dustbin installed | | |
| 17. | Track Cleaned (in km) | | |
| 18. | No. of SMS/Feedback received from Passengers | | |
| 19. | No. of trains covered (in inspection) | | |
| 20. | Swachh-Aahar Drive | No. of locations drive conducted | |
| | | No. of food stalls cleaned | |
| 21. | Swachh-Neer Drive | No. of locations drive conducted | |
| | | No. of water booths cleaned | |
| 22. | Swachh Competition | No. of location | |
| | | No. of Participants | |

राजीव गाँवा
Rajiv Gauba



सत्यमेव जयते



मंत्रिमंडल सचिव
भारत सरकार
CABINET SECRETARY
GOVERNMENT OF INDIA

Chairman, Railway Board
E-Office No. 1315735
Date: 25.11.22

D.O. No. 561/01/01/2017-CA.IV

Dated the 25th November, 2022

Dear Shri Tripathi

As you are aware, Swachhata Pakhwadas are being organized since April, 2016 with the objective of bringing a fortnight of intense focus on the issues and practices of swachhata in Gol Ministries/Departments. The "Swachhata Pakhwada" concept is inspired by Hon'ble Prime Minister's vision to engage all Central Government Ministries and Departments in swachhata related activities, thereby making swachhata "everyone's business".

2. The year 2023 would be the 8th consecutive year of Swachhata Pakhwada implementation. The proposed calendar, along with guidelines of Swachhata Pakhwada, for the year 2023 is enclosed.

3. As in previous years, you are requested to communicate the Swachhata Pakhwada plans of your Ministry/Department to D/o Drinking Water and Sanitation, M/o Jal Shakti and upload it on the Swachhata Samiksha portal at least two months in advance. I would request you to identify some innovative practices that would be undertaken by your Ministry/Department during the fortnight. Needless to add, the social media platforms along with electronic media may be fully leveraged for creating Swachhata related awareness.

4. I look forward to your enthusiastic cooperation in meaningful planning and implementation of Swachhata Pakhwada in your Ministry/Department. As in the past, all Swachhata related activities are required to be undertaken in the attached institutions/organisations/autonomous bodies/CPSEs of your Ministries as well.

With regards

Pl discuss.

Yours sincerely,

(Rajiv Gauba)

Shri V.K. Tripathi, Chairman & CEO
Railway Board

Swachhata Pakhwada-2023

Consolidated Guidelines

- Every Ministry/Department should nominate a Joint Secretary as nodal officer for Swachhata Pakhwada related activities, if not already nominated
- Every Ministry/Department to ensure that all their line departments, PSUs, attached offices, organizations and Institutions under them to plan and implement in detail Swachhata Pakhwada
- The Swachhata Pakhwada action plan must be communicated to the DDWS **two months** prior to the commencement of their Pakhwada and the same is to be uploaded in the designated _____ on _____ Swachhata _____ Samiksha (<http://swachhbharatmission.gov.in/SwachhSamiksha/Home.aspx?Ty=se>)
- Swachhata Pakhwada plans are required to contain detailed date wise activities. Further the Ministries/Departments should ensure that the activities during the Swachhata Pakhwada are in accordance with their plans and discussion
- Secretary of the Ministry/Department concerned may organise a VC/meeting with their field formations for the dissemination of information and to review the preparedness, before the Pakhwada begins
- Senior Officers in the Ministry/Department may provide leadership in implementing Swachhata Pakhwada activities effectively
- Parliamentary Committee and other MP Committees may be convened on Swachhata
- Ministries/Departments need to involve **Union Ministers, MPs and other dignitaries** in Pakhwada activities
- Ministries/Departments may take steps to undertake innovative initiatives during the campaigns so that few stories are generated daily
- Divyang access to the toilets to be reviewed and ensured in the Central and State offices of Ministries/Departments during Pakhwada
- **Ministries/Departments to continue focus on “ Hygiene and Sanitation” particularly keeping in mind COVID-19 pandemic**
- Ministries/Departments may consider setting up a permanent mechanism through new programmes and Schemes for the sustainability of Swachhata, in addition to cleanliness drives during the Pakhwada
- Curbing Single Use Plastic (SUP) and discourage use of Plastic
- **There needs to be a daily reporting of the activities during the Pakhwada on Swachhata Samiksha _____ portal** (<http://swachhbharatmission.gov.in/SwachhSamiksha/Home.aspx?Ty=se>) and myGov portals
- **Activity pictures of High Resolution of 2MB-5MB to be uploaded on the portal**

- During the Pakhwada Ministries/Departments may initiate Swachhata Awards/ranking among organisations under their fold (**Detail guidelines are mentioned as Annexure**)
- Ministries/Departments should ensure better branding and publicity of Pakhwada activities in electronic and print media platforms at both field and central level. They need to make use of social media such as myGov., Twitter and Facebook extensively for the purpose
- Ministries/Departments in coordination with MoI&B, will ensure that adequate publicity is received by the Swachhata Pakhwada initiatives in both electronic and print media. MoI&B to also broadcast inspiring Swachhata initiatives on their coverage
- A press release should be issued highlighting major outcomes of Swachhata Pakhwada
- A press conference needs to be organised by the Ministry/Department at the culmination of their Pakhwada to highlight the activities and initiatives undertaken. This may be addressed at the level of the Union Ministers and Secretaries
- At the conclusion of the Swachhata Pakhwada the Ministries/Departments are required to submit the following to DDWS for onward submission to Cabinet Secretary and PMO:
 1. Report containing a detailed account of activities undertaken during Pakhwada
 2. Related picture album, **newspaper clippings, press notes**, audio-visual clips
 3. Any special document that Ministry/Department may have issued during Pakhwada
 4. Name and details of the three Swachhata Pakhwada awardees

Swachhata Pakhwada Awards – Guidelines

1. Each Ministry/ Department observing the Pakhwada will be provided three awards from the Department of Drinking Water and Sanitation. However, Ministries/Departments may encourage to introduce a large number of awards at their level to encourage Swachhata Pakhwada activities
2. The awards would be given to those who have contributed the maximum to the cause of sanitation based on rating and ranking. Emphasis while giving the awards would be given to innovative/ creative activities & initiatives, mass mobilization for Swachhata, engagement of varied sections outside the organization etc. which have deep and sustainable impact countrywide
3. Each Ministry/ Department would carry out the selection process overseen by the concerned Secretary and select the final three (First, Second and Third) awardees and intimate DDWS within the two days of ending of their Pakhwada
4. These awards would be handed over to the winning sections/ attached offices/ field formations/ Institutions/ PSUs/ organizations at the end of Pakhwada Press Conference or similar events
5. Ministries and Departments are requested to send the list of the selected winners to DDWS along with a brief note mentioning the basis for the same to Shri Sanjay Kumar Sinha, DS, (sanjay.sinha67@nic.in)

Swachhata Pakhwada Calendar 2023

| SL No. | Pakhwada | Ministries/Departments | Special Occasions |
|--------|----------------------|--|--|
| 1 | 1st -15th January | 1. Ministry of External Affairs | Pravasi Bharatia Divas 9th January |
| | | 2. Ministry of Road Transport and Highways | Road Safety Week 11th -17th January |
| 2 | 16th – 31st January | 1. Ministry of Information and Broadcasting | Republic Day 26 January |
| | | 2. Ministry of Finance Department of Economic Affairs Department of Expenditure Department of Financial Services Department of Revenue Department of Investment and Public Asset Management | |
| 3 | 1st -15th February | 1. Department of Space | |
| | | 2. Ministry of Electronics and Information Technology | |
| 4 | 16th – 28th February | 1. Ministry of Consumer Affairs, Food and Public Distribution Department of Consumer Affairs Department of Food and Public Distribution | |
| | | 2. Department of Atomic Energy | World Science Day - 28 February |
| 5 | 1st – 15th March | 1. Ministry of Women and Child Development | International Women's Day- 8th March |
| | | 2. Ministry of Textiles | |
| 6 | 16th – 31st March | 1. Department of Water Resources, River Development & Ganga Rejuvenation | World Water Day- 22nd March |
| | | 2. Ministry of Steel | Steel Safety Day 28 March |
| 7 | 1st – 15th April | 1. Ministry of Health and Family Welfare Department of Health & Family Welfare Department of Health Research | World Heath Day - 7 April |
| | | 2. Ministry of Law & Justice Department of Justice Department of Legal Affairs Legislative Department | Ambedkar Jayanti- 14th April |
| 8 | 16th – 30th April | 1. Ministry of Culture | World Heritage Day- 18th April |
| | | 3. Ministry of Parliamentary Affairs | |

| | | | |
|----|--|---|--|
| 9 | 1st – 15th May | 1. Ministry of Labour & Employment | International Labour Day- 1st May |
| | | 2. Ministry of Science and Technology Department of Biotechnology Department of Science and Technology Department of Scientific and Industrial Research | World Technology Day- 11 May |
| 10 | 16th – 31st May | 1. Ministry of Personnel, Public Grievances and Pensions Department of Administrative Reforms and Public Grievances Department of Pension & Pensioners' Welfare Department of Personnel and Training | |
| | | 2. Ministry of Power | |
| | | 3. Ministry of Development of North Eastern Region | |
| 11 | 1st – 15th June | 1. Ministry of Environment, Forest and Climate Change | World Environment Day- 5th June |
| | | 2. Ministry of New and Renewable Energy | |
| 12 | 16th – 30th June | 1. Ministry of Micro, Small and Medium Enterprises | Micro, Small and Medium Enterprises Day - 27 June |
| | | 2. Ministry of Coal | |
| 13 | 1st – 15th July | 1. Ministry of Petroleum and Natural Gas | |
| | | 2. Ministry of Earth Sciences | |
| | | 3. Ministry of Statistics and Programme Implementation | |
| 14 | 16th – 31st July | 1. Ministry of Social Justice & Empowerment Department of Social Justice & Empowerment Department of Empowerment of Persons with Disabilities | International Day of Disability Awareness- 16th July |
| | | 2. Ministry of Skill Development and Entrepreneurship | World Youth Skills Day - 15 July |
| 15 | 1st – 15th August | 1. Ministry of Youth Affairs and Sports Department of Sports Department of Youth Affairs | International Youth Day-12th August |
| | | 2. Ministry of Tribal Affairs | World Indigenous Peoples Day August 9 |
| | 16th – 31st August | 1. Ministry of Heavy Industries and Public Enterprises Department of Heavy Industry Department of Public Enterprises | |
| | | 2. Ministry of Corporate Affairs | |
| 17 | 1 st – 15 th September | 1. Ministry of Education Department of School Education Literacy Department of Higher Education | |

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| | | 2. Ministry of Chemical and Fertilizers Department of Chemicals and Petrochemicals Department of Fertilizers Department of Pharmaceuticals | |
| ✓ 18 | 16 th – 30 th September | 1. Ministry of Tourism 2. Ministry of Railways 3. Ministry of Ports, Shipping and Waterways 4. Ministry of Housing and Urban Affairs 5. Department of Drinking Water and Sanitation | World Tourism Day- 27th September World Maritime Day 28 September |
| 19 | 1 st – 15 th October | 1. Ministry of Panchayati Raj 2. Ministry of Rural Development Department of Land Resources Department of Rural Development | Swachh Bharat Diwas 2nd October |
| 20 | 16 th – 31 st October | 1. Ministry of Food Processing Industries 2. Ministry of AYUSH | World Food Day 16th October and National Ayurveda Day- 17 October |
| 21 | 1 st – 15 th November | 1. Ministry of Commerce and Industry Department of Commerce Department for Promotion of Industry and Internal Trade 2. Ministry of Civil Aviation | National Commerce E ducation Day - 10th November National Ayurveda Day- 17 October |
| 22 | 16 th – 30 th November | 1. Ministry of Communication Department of Posts Department of Telecommunications 2. Ministry of Mines | National Post Day - 10th October |
| 23 | 1 st – 15 th December | 1. Ministry of Defence Department of Defence Department of Defence Production Department of Defence Research & Development Department of Ex-Servicemen Welfare 2. Ministry of Home Affairs | Navy Day- 4th December Armed Forces Flag Day 7th December |
| 24 | 16 th – 31 st December | 1. Ministry of Agriculture and Farmers Welfare Department of Agricultural Research and Education Department of Agriculture, Cooperation & Farmers Welfare 2. Ministry of Fisheries, Animal Husbandry and Dairying Department of Fisheries Department of Animal Husbandry and Dairying 3. Ministry of Minority Affairs | Kisan Divas (Farmer's Day) - 23 December Minorities Rights Day - 18th December |