To

All CSB Major Institutes.

Sir,

Sub: Swachhata Action Plan (SAP) for the year 2020-21-reg.

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With reference to the subject cited above, please herewith attached the Swachhata Action plan for the year 2020-21 with a request to Organise the programme and forward the quarterly report along with Photographs, Expenditure incurred to C.O. for onward transmission to MO.T.

संलग्न: यथोपरि Encl: As above

भविष्यवाणिक yours faithfully,

(K. DHANRAJ)
DEPUTY DIRECTOR (COMP)
Swachhata Action Plan for the year 2020-21:

1. Cleanliness drive at CSB offices / residential staff quarters / labs / grainages, etc at periodical intervals.

2. Planting of saplings / trees to create eco friendly environment at adopted villages / schools / Institutes, etc. Maintenance of plants already planted during last SAP.

3. Taking up the issues of seepages in office rooms with authorized construction agency handing wires in the corridors, whitewash of rooms, maintenance of wash rooms, toilets with exhausts, etc. All overhead handing wires will be examined obsolete wires will be removed. The wires in use shall be enclosed in a cornice.

4. Maintenance of green garden and outer lawn garden and outer laws with archival pictures, paintings, etc to get fresh air and avoid pollution.

5. Display of banners / posters on Swachh Bharat in office campus.

6. Captions and signage like “No smoking area” “Do not litter” “Turn off the lights and fans when it is not in use” etc. have been put up for keeping office premises clean. These will be maintained augmented.

7. Construction / renovation, up-gradation of toilets in office/Institutes, adopted cluster villages / areas and conducting awareness campus about cleanliness.

8. Providing sanitary and water supply facilities in Government Schools/Community centres and talks about the consumption, water and sanitary.


10. Providing cleaning agents, dustbins, etc to Govt. Schools with organizing awareness programme and usage of the same in achieving to swachhata objectives.

11. Destruction of biodegradable cargo through a low cost, environment friendly and no hazardous method.
12. Weeding of old files / records / unserviceable articles by following necessary official procedures after obtaining approval of Competent Authority, if any.

13. Organizing awareness campus in sericulture clusters about the cleanliness.

14. Disposal of general waste and e-waste on monthly basis.

15. Organising awareness campus among the farmers / reelers / wavers at adopted villages and surroundings areas.

16. Organizing road shows at important junctions, etc with cleanliness awareness boards to general public.

17. Organizing competitions among the farmers / reelers / weavers at adopted villages / tribal people on SAP and honouring prizes to the winners in the presence of local MLAs, MPs or dignitaries etc.

18. Improvement in citizen interface areas like cocoon markets, Grainages, Govt Schools, public places, etc.

19. Conducting competitions like essay competition, cartoon competition, slogan competition, best section working towards swachhta drive for sensitization on cleanliness and honouring prizes, certificates to the winners in the presence of local MLA / MP or any other dignitaries.

20. Any other programmes specified by MOT from time to time.

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