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भारतीय आयुर्विज्ञान अनुसंधान परिषद
INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)
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DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)
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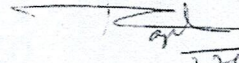
No. 16/43/2022-Admn./Office 138322

Dated 27.09.2023

Office Memorandum

Subject: Special Campaign 3.0 for institutionalizing Swachhata and minimizing pendency in Government offices – 2nd October, 2023 to 31st October, 2023 – regarding.

I am directed to forward herewith the Joint Action Plan, to conduct the Swachhata Abhiyan -2023, in DHR/ICMR for taking necessary action accordingly. The activities mentioned in the enclosed Plan, may invariably be executed by all ICMR Institutes/Centres/Hqrs.

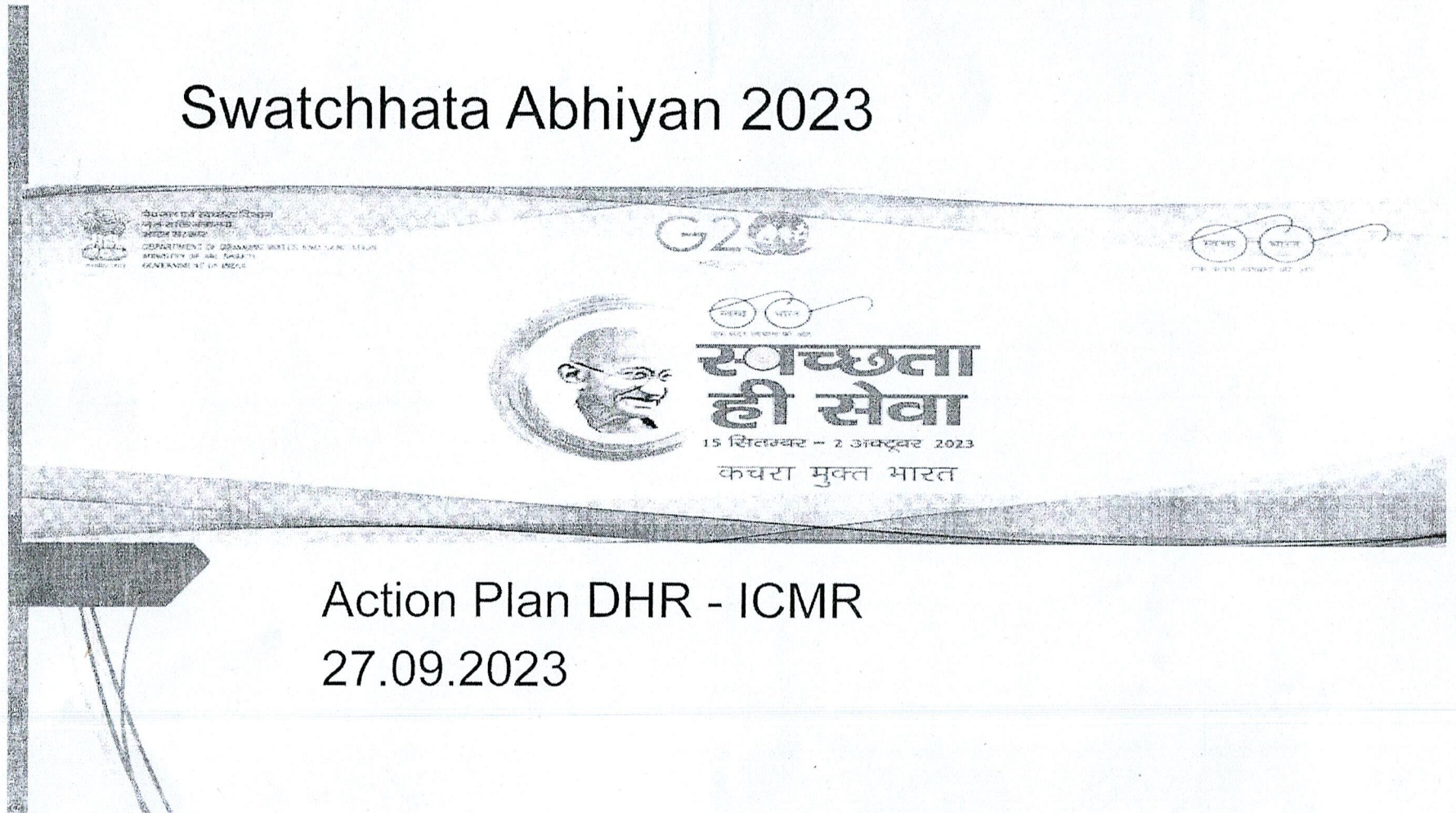

27/09/23
Jagdish Rajesh
Assistant Director General (Admn.)

The Directors/Directors-In-charge of ICMR Institutes/Centres as well as ICMR Hqrs.

Copy to: -

1. PS to DG/Sr. DDG (A)/Sr. FA
2. PS to JS, DHR
- 3.. All Divisional Heads,
- 4.. DDG(A)/ADG(A)
- 5.. All Sr. AO/Sr. ACO/AO/ACO
- 6.. Sr. Technical Officer, Maintenance Unit.

Swatchhata Abhiyan 2023



Action Plan DHR - ICMR

27.09.2023

Date	Activity
27-28 Sep-23	Display of "Swatchhata Hi Sewa (SHS) Garbage Free India" banners by DHR, all ICMR Institutes / Centres / HQrs.
29-Sep-23	16.00 hrs - Swatchhata Pledge, including pledge on ban on Single Use Plastic and zero waste event by Secretary DHR for DHR & all ICMR Institutes / Centres / HQs - hybrid mode.
01-Oct-23	10 AM – 11 AM - Shramdhaan : Cleanliness drive, at DHR, ICMR HQ and all 27 ICMR Institutes / Centres / MRUs & MRHRUs followed by uploading data on DDWS portal.
03 - 04 Oct 23	Action for disposal of scrap and approximate revenue to be generated, by DHR, all ICMR Institutes / Centres and HQrs./ MRUs & MRHRUs
02 – 31 Oct 23	<ul style="list-style-type: none"> • Disposal of pending Public Grievances, VIP references and RTI applications / appeals, by DHR, all ICMR Institutes / Centres and HQrs. • Preparation of list for weeding out and further disposal of old physical files, with reference to the GoI Record Retention Schedule, by DHR, all ICMR Institutes / Centres and HQrs. Shifting of the rest of the physical files to the respective record room. • Uploading photos of cleanliness drive on DARPG portal.

Date	Activity
16-20 Oct 2023	Identification of few adjoining Schools for awareness program on Swatchhata, by all ICMR Institutes / Centres.
23 Oct 2023	Felicitation of Safai Karamcharies by DHR, ICMR Institutes / Centres / HQrs.
24-25 Oct 2023	Collating of before & after photographs / videos of all the events, by ICMR Institutes / Centres and forwarding the same to ICMR HQ New Delhi.
26-28 Oct 2023	Submission of consolidated report by ICMR HQ, with photos / videos to DHR, for uploading.