

URGENT

"स्वच्छ भारत अभियान"

**GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF AUDIT
(Administration Branch)**

4th Level, C-Wing
Delhi Sectt.
New Delhi

No. F.9(8)/DOA/Estt./2014/dcaaudit/ 8444- 8449

Dated: 12-11-15

Sub.: Regarding Major Cleanliness drive in connection with "Swatchh Bharat Mission" on November 21 or 22, 2015.

Please find enclosed herewith the copy of the letter No. 6193-95 dated 06.11.2015 received from Dy. Secretary (GAD) on the subject cited for information and strict compliance in this regard to ensure cleanliness.

This issues with the prior approval of the Competent Authority.


(H.R. NAUGAIN)
ACCOUNTS OFFICER (AUDIT)
TEL. NO. 23392280

Copy to: -

1. All the branch incharges, Directorate of Audit.
2. The Sr. AO(Audit)/Nodal Officer (Cleanliness Drive).
3. AAO(Website) for placing the letter on the website of department.
4. The Caretaker, Dte. of Audit.
5. Guard File.
6. Notice Board.

H/115/19654

6/11/2015

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For strict AD
cleanliness
To ensure
compliance
6/11

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
CARE TAKING BRANCH, LEVEL-2, A-WING,
DELHI SECRETARIAT, NEW DELHI-110002.

No. F.2/1208/CTB/GAD/2014/ 6193-95

Dated: 06/11/15

CIRCULAR

The Delhi Government will carry out a major cleanliness drive under Swachh Bharat Mission on November - 21 Or 22, 2015. This will be inaugurated by Hon'ble Union Urban Development Minister.

During past inspections under Swachh Bharat Mission by teams of GAD it has been observed that old files, records and obsolete office appliances are piled up either under or on the tables, almirahs, cabinets, racks and workstations and sometimes even on the floor/corridor which give shabby look to the entire room/area.

All the Departments/offices housed in Delhi Secretariat Building & Vikas Bhwan - II are, therefore, requested to direct all branch in-charges under their administrative control to ensure that the working area should be completely devoid of any unusable records or equipments making it fully uncluttered. In the process, if some weeding out of old records and office equipments/appliances is required the same should be ensured forthwith.

(SUKRAM PAL)

DEPUTY SECRETARY (GAD)

To,

1. All Pr. Secretaries/Secretaries/HODs, in Delhi Secretariat Building & Vikas Bhawan - II
2. Pr. Secretary to C.M. and Secretary to Dy. Chief Minister
3. All Secretaries to the Ministers

Copy for information to :

1. S.O. to Chief Secretary
2. P.S. to Pr. Secretary (GAD)
3. P.A. to Spl. Secretary (GAD)

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