

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

4<sup>th</sup> Level, C-Wing  
Delhi Sectt.  
New Delhi

No. F.9(8)/DOA/Estt./2014/dcaaudit/6836-6841

Dated: 28-09-2015


**Sub.: Regarding Cleanliness drive in connection with "Swachh Bharat Abhiyan".**

As all are aware that the 'Cleanliness Drive' is in process in this department since its inception w.e.f. 02<sup>nd</sup> October 2014 which includes the following initiatives: -

1. Proper cleaning/dusting of alimrahs & work stations.
2. Removal of old calendars, hung/pasted on walls.
3. Proper Dusting/Rearrangement/Setting up of records lying in Record room.
4. Ensuring that no garbage is thrown here & there in office premises.
5. Further, Sh. Ved Parkash, Sr. AO (Audit) has been declared as Nodal Officer (Cleanliness Drive) in r/o Directorate of Audit to monitor the above work to keep the office clean.

All the Branch incharges are hereby again instructed to ensure proper implementation and monitoring of above initiatives in their concerned branches/surroundings and submit Weekly Progress Report to the Nodal Officer accordingly for perusal of the Competent Authority.

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.