

Immediate

F.No.21013/10/2014-LRD (Pt.)
Government of India
Ministry of Rural Development
Department of Land Resources

G-Wing, NBO Building
Nirman Bhawan, New Delhi

Dated: 20th August, 2019.

To:

1. The Secretaries in-charge of Revenue Departments of all States/UTs
2. The Inspectors General of Registration of all States/UTs

Subject: Promotion of *Swachhta* in all Revenue Officers and all Registration Offices in the States/UT.

Sir,

In continuation of this office letter No.21013/10/2014-LRD(Pt.) dated 22.1.2019 and in reference of Ministry of Drinking Water and Sanitation D.O. letter No. 2/2/S(DWS)/18 dated 14.12.2018 on above-mentioned subject this is intimated that Department of Land Resources has been allocated Swachata Pakhwada from 1st to 15th October, 2019 that also includes 'Swach Bharat Diwas' on 2nd October, 2019.

2. Promotion of *Swachhta* is in overall national and public interest. *Swachhta* will not only benefit the people of the country, improve their health and surroundings, but also help advance the nation's image in the international arena, and add towards attracting investment, tourism, etc.
3. It is requested that drinking water, sanitation , cleanliness and other *swachhta* activities may be ensured in all revenue and all registration offices (/ centers / units) at the state, district and tehsil levels on a continuing basis throughout the year/s.
4. Periodic focused drives and awareness campaigns may also be taken up as appropriate from time to time.
5. Particular attention may be paid to impeccable standards of drinking water, sanitation and cleanliness of the premises and offices, for both the government officers / officials and the common people who visit.
6. Elements of self-responsibility and self-discipline may also be imbibed, so that the officers / officials in the offices are self-motivated to ensure holistic *swachhta* for self and surroundings.
7. While proactively adopting *swachhta* activities, the common people may also be concurrently made aware, encouraged and motivated for adopting sanitation, cleanliness and other *swachhta* practices.

8. It may be emphasized that the *swachhta* activities may be professionally grounded, to ensure their sustainability (institutionalized mechanisms for ensuring sustainability of the *swachhta* activities may be put in place).

9. Drinking water and sanitation being the core fundamentals of *swachhta*, synergy and coordination with the Drinking Water and Sanitation Departments of the State / UT may also be taken up in a concerted manner.

10. Progress of action taken at each and every office (centre / unit) may kindly be monitored on a regular basis.

11. The Swachhata Pakwada action plan must be communicated to the Department of Land Resources by **31.08.2019 without fail.**

12. Senior Officers of the State/UT Govt. may provide leadership in implementing Swachhata Pakwada activities effectively.

13. Divyang access to the toilets to be reviewed and ensured in the State/UT offices.

14. Activity pictures of High Resolution of 2mb-5mb to may be shared for further uploading.

15. States/UTs should ensure better branding and publicity of Pakwada activities in electronic and print media platforms, at field level.

16. Action taken reports for the period 1st October to 15th October, 2019 may be sent to this Department on daily basis along with activity pictures.

17. At the conclusion of the Swachhata Pakwada the States/UTs are required to submit the following to this office:

1. Report containing detailed account of activities under taken during Pakwada.
2. Related to picture album, newspaper clippings, press notes, audio-visual clips.
3. Any special document that Ministry/Department may have issued during Pakwada
4. Name and details of the three Swachhata Pakwada awardees along with report in each case.

Yours faithfully,

Hukum C
(Hukum Singh Meena)
Joint Secretary (LR)
Tele: 011-23063462
2018/2019