



सत्यमेव जयते

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सूचना का
अधिकार

भारत सरकार
मानव संसाधन विकास मंत्रालय
स्कूल शिक्षा और साक्षरता विभाग
शास्त्री भवन,
नई दिल्ली - 110 115
GOVERNMENT OF INDIA
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
DEPARTMENT OF SCHOOL EDUCATION & LITERACY
SHASTRI BHAWAN,
NEW DELHI - 110 115

D.O. No. F. 27-19/2017-EE.16

14th August, 2018

Respected Ma'am / Sir,

Kindly refer to this Department's letters of even number dated 21.02.2018 and 22.05.2018 for observing of Swachhta Pakhwada, 2018 from 1st – 15th September, 2018 in all schools and educational institutions. A day wise list of activities during the Swachhta Pakhwada period was also forwarded to you.

2. Ministry of Drinking Water and Sanitation(MDWS), which is the nodal Ministry for Swachh Bharat Mission and Swachhta Pakhwada, has suggested that the last day of Swachhta Pakhwada i.e. 15th September may be converged with launch of the "Swachhta Hi Sewa (SHS)" campaign which will go on till 2nd October, 2018, throughout the country.

3. In view of this, a slightly **revised schedule of activities** to be undertaken during the pakhwada is **enclosed** herewith. I request you to plan accordingly for the various activities during the Pakhwada in schools in your State/UT.

4. The participation of the school children may be duly reported by the Head of the School/Institution, which may be consolidated and reported to this Department in an online mode. State-wise consolidated figure of the participation in your State/UT may be communicated to this Department through Google Tracker. The photographs and videos of the **shramdaan** and other activities undertaken during the Pakhwada may be sent to this Department and uploaded on Google Tracker/Drive.

5. The details of Google Tracker and Drive created for this purpose are as under:

Tracker link:-

<https://docs.google.com/spreadsheets/d/193lwkKwWwCDiZT4cRX03AXZvSvR9BkXinLU2ndxIOt4/edit?usp=sharing>

Google Drive Link:-

<https://drive.google.com/drive/u/5/folders/16NdeLNnSLqzHGW16WFy59LIFRHkoNgj2?ogsrc=32>

6. I would request you to get the tracker updated DAILY by 8 PM from 30th August, 2018 to 18th September, 2018 for the different Pakhwada activities so as to communicate the consolidated figure of participation to Ministry of Drinking water and sanitation.



पढ़े चलो, बढ़े चलो
RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN

7. I would also like to request you to appoint Swachhta Captain and Swachhta Monitor for each school to encourage students to work for Swachhta on a sustainable basis. The student ambassadors appointed in schools under Swachh Bharat: Swachh Vidyalaya campaign could be entrusted with the responsibilities of Swachhta Captain. Class-wise Swachhta Monitor may also be appointed for effective observance of Swachhta Pakhwada. Head Teacher/Principal of the school may act as nodal person for the activity under Swachhata Pakhwada and SHS, 2018. It is requested that every school in your State/UT is encouraged to observe Swachhta Pakhwada proactively and wholeheartedly.

With regards,

Yours sincerely,

Maneesh
(Maneesh Garg) ^{14/8}

To:

Education Secretaries of School Education of all States and UTs

Copy to:

SPDs, Samagra Shiksha of All States and UTs.

Copy for information to:

Shri Parameshwaran Iyer, Secretary, Ministry of Drinking Water and Sanitation, C Wing, 4th Floor, Pandit Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi- with reference to their letter No.2/2/S(DWS)/18 dated 6th August, 2018.

Maneesh
(Maneesh Garg)

Steps for accessing the Google tracker and Drive, Swachhata Pakhwada 2018

1. User must have Gmail account.
2. Two User ID's (Gmail id) per State/UT will be given access form which the data would get uploaded on swachhata pakhwada tracker.
3. Send the request on "**swachhtapakhwada.mhrd@gmail.com**" for having access to Google tracker and drive.
4. The data needs to be updated daily by 8 pm for day specific activity along with High Resolution photographs, videos and other publicity material.
5. After getting the permission for accessing the tracker,
 - a. User can simply login into their registered Gmail account,
 - b. Copy the available link of tracker and paste in browser,
 - c. Swachhata Pakhwada Tracker will get open,
 - d. Go to your State/UT specific row, update the information for daily activity as mentioned in tracker.
 - e. Select "YES/NO" from the option whether the Google drive material is uploaded,
 - f. Next, click on "LINK" available in the tracker, it will redirect /navigate the user in to pre specified folder on goggle drive, user can now add or upload the Photos, videos or publicity material for daily activity.
 - g. User may directly upload or add the material in their State/UT folder available on Google drive form the link as provided.
6. Do not edit, modify or delete the pre-defined format for tracker.
7. Do not edit, modify or delete the folders available on goggle drive
8. For any help or query write onto "**swachhtapakhwada.mhrd@gmail.com**".

**Ministry of Human Resource Development
Department of School Education & Literacy**

Action Plan for Swachhata Pakhwada (1-15 September, 2018)

Suggested action plan for Swachhata Pakhwada for the year 2018 i.e. 1st -15th September, 2018

1.9.2018 (Saturday)

Swachhata Shapath Day

- Swachhata Shapath function may be organized on very first day of the Pakhwada i.e. 1st September, 2018, wherein all students and teachers/staff may participate. Children to speak about Swachhata in morning assembly.
- Class exercise, where every child will promise to take up one activity for personal/school/community/home cleanliness.
- State Education Minister/Secretaries/District Collectors/District Education Officers/School Inspectors etc. to address the State school children.
- Swachhata awareness message to be posted on the website of the Department/Organisations/Schools.
- **Upload Number of students who took shapath on google tracker and Photos, videos and publicity material on Google drive**

2.9.2018 to 4.9.2018 (Sunday to Tuesday)

Swachhata Awareness Day

- Holding meeting of SMCs/PTAs to highlight the importance of cleanliness and sanitation among children, parents and teachers; and to encourage and inspire them for hygiene and sanitation in school as well as home.
- Teachers to inspect sanitary facilities in each and every corner of school/institution and make proposal/plan for upkeep of the facilities.
- Extensive cleaning of toilets, MDM kitchen, classrooms, fans, windows, bushes in the campus and surrounding area.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

5.9.2018 (Wednesday)

Green School Drive

- Every school may arrange for dustbins. Dustbin with Blue and Green-color must be used for Recycled and Unrecyclable waste respectively in view of making children learning about classification of wastes.
- Planting of trees in and around school premises and encourage children for gardening.
- Reuse of waste material.
- Initiatives to curb green house effect. Weeding out/recordings of the old files, records as per procedure.
- All kinds of waste material like broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of schools/institutions.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

6.9.2018 (Thursday)

Swachhata Participation Day

- Competitions can be held in School/district/State for clean and well maintained premises and toilets in schools.
- Painting competition for class I-V
- Essay Writing competition from class VI-VIII & IX- XII for students on cleanliness and Hygiene practices in schools.
- Debates/Quiz on Swachhata.
- Skit, Poem-making on Swachhata.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**
- **Upload number of students who participated in Painting and essay writing competition on tracker and 10 High quality photos / scans of samples of good paintings & good essays per state on Google drive.**

7.9.2018 (Friday)

Hand Wash Day

- Children should be taught proper method of hand washing before and after eating.
- Teachers and students in association with local representative should propagate the theme of the Pakhwada among citizen in nearby areas.
- Barrier free access to the drinking water and toilet facilities for Divyang students may be reviewed and ensured.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

8.9.2018 (Saturday)

Personal Hygiene Day

- Audio visual programme to be undertaken to motivate students/employees and other for maintaining cleanliness.
- Students will learn proper way of cutting and keeping nails clean.
- Learning impact on Health from hygiene practices.
- Supplementary Book material on Hygiene.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

9.9.2018 and 10.9.2018 (Sunday and Monday)

Community Participation Day

- Increased focus may be given on community participation for the Swachhata Abhiyan in schools/institutions and teachers may also be involved in undertaking cleanliness and awareness drives in nearby areas.
- Sloganeering with School March.
- Students will be taught the hygienic manner of using toilets and drinking water facilities.
- Check wastage of water.
- Water from Handwashing unit to be channeled in gardens.
- Children to write letters to Sarpanch, SMC Members for maintenance of school Toilets and Schools.
- Children to write to their parents regarding what they have learnt in the past few days and what they want their parents to do. Some of these letters should be documented by each state and sent to MHRD.
- The District Collectors in their State/UT, who are the ex officio Member Secretary of district Level Committee for SSA/RMSA/MDM, may hold meeting of the District Level Committee chaired by the local Hon'ble Member of Parliament, to further propagate the message of the Pakhwada across the society.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

11.9.2018 (Tuesday)

Swachhata School Exhibition Day

- Photographs, paintings, cartoons, slogans etc. on Swachhata activities may be displayed in schools. Parents and community members may be invited to attend the exhibition.
- Electronic banners may be created and uploaded on the departmental/state web portals to highlight the observance of the Pakhwada. Publicity and awareness generation may be done through use of social media, as well as electronic and print media.

- State may document some of these exhibitions.
- Making artifacts using local recycled-raw material for storage of waste i.e., artistic dustbins using local skills promoting their culture.
- **Upload Number of schools participated on google tracker and Photos, videos, publicity material on Google drive**
- **Top 3 entries each of painting and essay writing competition at district level to be uploaded on Google drive**

12.9.2018 (Wednesday)

Swachh Water Day

- Checking of water storage/ checking of portability Day
- Community participation for the Swachhata Abhiyan in schools/ institutions.
- Learning of Organic/Inorganic waste in water in order to avoid intake of unsafe water.
- Cleaning of water through natural means i.e., natural sand filters, alum etc.
- Awareness on water-borne disease to promote safe drinking water.
- Children should be taught about how to store safe drinking water.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

13.9.2018 (Thursday)

Water Harvesting Day

- Create and provide the Information, Education and Communication (IEC) material to students.
- Teacher and students to plan and implement simple water harvesting structures in school.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

14.9.2018 (Friday)

Prize Distribution Day

- Prize distribution for participation of children, teachers and parents in competitions viz. Painting, Essay, Debate and Quiz to encourage swachhata.
- All Schools/educational institutions may sum up their activities and work undertaken during the Pakhwada and select best activity for forwarding to district /state authority for uploading on the website i.e. in public domain.
- **Number of Schools participated to be updated on tracker**
- **Top 3 winning entries each of painting and essay writing competition at state level to be uploaded on Google drive**

15.9.2018 (Friday)

Swachhata Hi Seva Day

- Launch of "Swachhata Hi Seva" Day involving all students
- Shramdaan by students of class VI-XII by participating in outdoor swachhata campaigns.
- Class III-V students to participate in handwashing/soap campaign.
- Students to be encouraged to write postcards to the Hon'ble Prime Minister describing their contribution towards swachhata and making commitments for future contributions.
- **Upload on the google tracker the Number of students participated in shramdaan activities - (i) Handwashing/soap campaign by students of Class III-V, (ii) outdoor swachhata campaign by students of class VI-XII and (iii) Number of students who address postcards to Hon'ble Prime Minister**
- **Upload Photos, videos and publicity material of shramdaan activities on Google drive.**
