



कर्मचारी भविष्य निधि संगठन

EMPLOYEES' PROVIDENT FUND ORGANISATION

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

MINISTRY OF LABOUR AND EMPLOYMENT, GOVERNMENT OF INDIA

मुख्य कार्यालय/Head Office

भविष्य निधि भवन, 14, भीकाजी कामा प्लेस नई दिल्ली -110066

Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Placc, New Delhi -110066

www.epfindia.gov.in, www.epfindia.nic.in

No. ASD-II/Swachh Bharat/2016/Pt./

Dated:

15 MAY 2017

OFFICE ORDER

Please find enclosed herewith is a letter No. D-31016/3/2014-Adm.II(Vol.II) dated 04.05.2017 alongwith consolidated guideline on Swachhata Pakhawada-2017 of Ministry of Labour & Employment, Government of India for further urgent necessary action. As the report on the initiatives taken during the Swachhata Pakhwada is to be furnished to the Ministry positively by 12.05.2017, all the offices of EPFO including the Divisions of the Head Office are requested to send their report to the ACC (ASD) by e-mail at acc.asd@epfindia.gov.in on 11.05.2017 positively without any fail so that the consolidated report may be sent to the Ministry without any delay.

Encl: As above.

(M. S. Kalia)

Addl. Central Provident Fund Commissioner (ASD)

To,

1. PS to CVO.
2. PS to FA&CAO.
3. All Addl. Central Provident Fund Commissioners (HQ)/I/II of the Head Office.
4. All Addl. Central Provident Fund Commissioners of the Zones.
5. All Regional Provident Fund Commissioners-I/II of the Head Office.
6. All Regional Provident Fund Commissioners-I/II of the Regional Offices including NDC.

Copy to:

1. PS to CPFC for information
2. RPFC-I (NDC) for web circulation.
3. Notice Board
4. Guard File.

(Rajeshwar Rajesh)

Regional Provident Fund Commissioner (ASD)

गुप्तकर्मि

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No. D-31016/3/2014-Adm.II(Vol.II)
Bharat Sarkar/Government of India
Shram Aur Rozgar Mantralaya/Ministry of Labour & Employment

Shram Shakti Bhavan, New Delhi,
Dated 4th May, 2017.

To

Director General, Employees' State Insurance Corporation
Panchdeep Bhawan, Comrade Inderjeet Gupta (CIG) Marg,
New Delhi - 110 002.
e.mail.dir-gen@esic.nic.in

Director General, Bhavishya Nidhi Bhavan,
14, Bhikaji Cama Place, New Delhi-110066
e.mai.cpfc@epfoindia.gov.in

Director General, Directorate General of Mines Safety, (DGMS),
Dhanbad-826016
e.mail.dg@dgms.gov.in

Director General, DGFASLI, Central Labour Institute's Building,
N.S. Mankikar Marg, Sion, Mumbai- 400 022.
e.mail.as@dgfasli.nic.in

Director General, V.V. Giri National Labour Institute
Post Box. No. 68, Sector-24 NOIDA - 201301
e.mail.guptamk2@nic.in; directorgeneralvvgnli@gmail.com

Director General, Labour Bureau,
Ministry of Labour & Employment,
SCo-28-31, Sector 17-A, Chandigarh-160017.
e.mail.Lb-chd@chd.nic.in

Central Board for Workers Education, 7/10, Room No.21-22,
Jam Nagar House, New Delhi-110011
e.mail.chairman@cbwe.nic.in

Subject: Swachhta Pakhwada, 2017, 1st May to 15th May, 2017

Dear Sir,

I am directed to refer to this Ministry's OM of even number dated 21st April, 2017 and to enclose herewith Consolidated Guidelines on Swachhta Pakhwada, 2017 received from Ministry of Drinking Water and Sanitation. As will be

Contd...

के.वी.सर्वेस्वरन
K. V. SARVESWARAN
अ.के.प. नि. आयुक्त, मुख्यालय (भा.सं.)
Addl. C.P.F. Commissioner, HQ (HR)

AR (ASD)
9/5

Re ASD

for immediate
action at all
pls.

05.05.2017

AC (ASD-II)

अ.के.प. नि. आयुक्त (प्रशासन) सचिवालय
Addl. C.P.F.C. (HQ) Secy
आदेश सं./Dy. No.
दिनांक/Date: 05-05-17

For top priority
80 (ASD-II)

के.भ.नि.आ. के. नि.स.
प्राप्त तिथि
04 MAY 2017
डायरी सं. 115467

4/5/17

-2-

observed from the guidelines, it has been desired that Ministries/Departments have to move beyond symbolism and go to the next level in the implementation of Pakhwada in 2017 and the organizations have to set up permanent mechanism through new programmes and schemes for sustainability of swachhta.

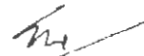
2. In this regard a meeting was also held in the Ministry of Drinking Water and Sanitation on 3.5.2017 in which the Ministry/Departments were asked to observe the pakhwada keeping in mind the consolidated guidelines. The intention is that the initiatives taken during the Swachhta Pakhwada have a long term effect. You may consider planning a scheme of rewards/awards etc., to encourage swachhta among different units of your organization on spreading message of swachhta among workers/labourers. The announcement of scheme of awards during the Pakhwada will contribution to a successful celebration of Swachhta Pakhwada.

3. As the progress during the Swachhta Pakhwada is to be uploaded on the website of Ministry of Drinking Water and Sanitation, on daily basis, you are requested to submit the Action Plan for Swachhta Pakhwada and progress thereon on daily basis, alongwith relevant photographs. The information may be sent on e.mail.i.d admn2-mole@gov.in. A Press Conference is likely to be held in the Ministry on the last day of the Pakhwada, i.e. 15th May, 2017, you are requested to send a report on the initiatives taken during the Pakhwada by 12.5.2017 so that the same could be disseminated to the press.

4. On conclusion of the packhwada, you are requested to send a consolidated report on the activities done during the packwada containing photographs also to the Ministry so that the report could be forwarded to Ministry of Drinking Water and Sanitation, who.in turn, will forward the same to PMO.

Encl: As above.

Yours faithfully,



(S.K. Kalra)

Deputy Secretary

Copy to All Directors/Deputy Secretaries in the Ministry of Labour & Employment. As the matter is being monitored by PMO, you are requested to ensure that the requisite action is taken by the organizations and report sent to this Ministry.



(S.K. Kalra)

Deputy Secretary

ANNEXURE-2

Consolidated Guidelines Swachhta Pakhwada- 2017

- Ministries should move beyond symbolism and go to the next level in the implementation of Pakhwada in 2017.
- Ministries may consider setting up permanent mechanism through new programmes and schemes for sustainability of swachhta, in addition to cleanliness drives during the Pakhwada.
- Every Ministry should nominate a Joint Secretary as the nodal officer for Swachhta Pakhwada related activities, if not already nominated.
- The Swachhta Pakhwada action plan must be communicated to the MDWS two months prior to the commencement of their Pakhwada.
- Pakhwada plans required to contain detailed date wise activities
- Divyang access to toilets to be reviewed and ensured in Central and State offices of Ministries during Pakhwada.
- Parliamentary Consultative Committee and other MPs Committees may be convened on Swachhta.
- Ministries need to involve Union Ministers and MPs in Pakhwada activities.
- Senior officers in the Ministry may provide leadership in implementing the Swachhta Pakhwada effectively.
- Ministries may take steps to undertake innovative initiatives during the campaign so that few stories are generated daily.
- Ministries should ensure better branding and publicity of Pakhwada activities in electronic and print media platforms at both field and central levels. They need to make use of social media such as my Gov, Twitter and Face book extensively for the purpose
- A press release should be issued highlighting major outcomes of Swachhta Pakhwada.
- A press conference needs to be organised by the Ministry at the culmination of their Pakhwada to highlight the activities and initiatives undertaken. This may be addressed

- There should be a daily reporting of activities during the Pakhwada on Swachhta Samreeksha and myGov portals.
 - At the conclusion of the Swachhta Pakhwada the Ministries are required to submit the following to MoWS for onward submission to Cabinet Secretary and PMO:
 1. Report containing detailed account of activities undertaken during Pakhwada
 2. Related picture album, newspaper clippings, press notes, audio-visual clips
 3. Any special document that Ministry may have issued during Pakhwada
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