



## केन्द्रीय रेशम बोर्ड CENTRAL SILK BOARD

(यस्त्र मंत्रालय, भारत सरकार Ministry of Textiles - Govt. of India)

केरेबो कॉम्प्लेक्स, बी टी एम लेआऊट, मडिवाला

CSB Complex, BTM Layout, Madiwala

बेंगलूरु Bengaluru - 560068

सं No.केरेबोCSB-11(05)/2018-19-Coord

दिनांक Date :11.05.2018

Speed Post

The Director/Joint Secretary (Tech), Scientist - D  
CSR&TI/CTR&TI/CSTRI/NSSO/CMER&TI/MSSO  
BTSSO/CSGRC/RO/SBRL

Sir,

Sub: Action Plan for Swachhta Action Plan for 2018 – 19

In continuation to this office letter of even number dated 16.04.2018 on the subject cited above and as per the direction of Ministry of Textiles, Govt. of India, New Delhi, the Central Silk Board has to organize the Swacchatha Action Plan for the year 2018-19. Accordingly, a detailed programme has been prepared as under with a request to organize the Swacchatha Action Plan during the year 2018-19 and submit the detailed action taken report alongwith photographs for onward transmission to Ministry on quarterly basis alongwith the details of expenditure incurred without fail. The expenditure may be incurred out of normal PLG fund released to the Unit. .

The detailed Action plan on Swacchatha programme (SAP) for the year 2018-19 is as under:

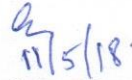
1. Cleanness drive at CSB offices / residential staff quarters / labs / grainages, etc. at periodical intervals.
2. Planting of trees to create eco friendly environment at adopted villages / schools / Institutes, etc. Maintenance of plants already planted during last SAP.
3. Adoption of e-office platform to lessen the use of papers.
4. Installation of CCTVs in corridors of office premises. This will help in monitoring the cleanliness & issue advisories / taking action against violators.

5. Taking up the issues of seepages in office rooms with authorized construction agency handing wires in the corridors, whitewash of rooms, maintenance of washrooms, toilets with exhausts, etc. All overhead handing wires will be examined obsolete wires will be removed. The wires in use shall be enclosed in a cornice.
6. Maintenance of green garden and outer lawn with archival pictures, paintings, etc. to get fresh air and avoid pollution.
7. Display of banners/posters on Swachh Bharat in office campus.
8. Captions and signage like "No Smoking area" "Do not litter" etc have been put up for keeping office premises clean. These will be maintained augmented.
9. Cleaning of Computers and peripherals, water coolers and furniture polishing, of name plates and repainting of walls, doors and windows on weekly basis.
10. Construction / renovation. Up-gradation of toilets in adopted cluster villages / areas and conducting awareness camps about cleanliness.
11. Providing sanitary and water supply facilities in Govt. schools/community centres, and talks about the consumption, water and sanitary.
12. Disposal of general wastes and waste on monthly basis Organizing seminars on waste to wealth, talk on personal hygiene and its importance, Solid Waste Management, Liquid Waste Management, E-waste Management, waste Energy.
13. Providing cleaning agents, dustbins, etc to Govt. Schools with organizing awareness programme and usage of the same in achieving to swachhta objectives.
14. Destruction of bio-degradable cargo through a low cost, environment friendly and no hazardous method.
15. Weeding of old files / records/ unserviceable articles by following necessary official procedures after obtaining approval of Competent Authority, if any.
16. Organizing awareness camps in sericulture clusters about the cleanliness.
17. Disposal of general waste and E waste on monthly basis.
18. Organizing road shows at important junctions, etc with cleanliness awareness boards to general public.

19. Organizing awareness camps among the farmers/reelers/wavers at adopted villages and surroundings areas.
20. Organizing competitions among the farmers/reelers/weavers at adopted villages / tribal peoples on SAP and honoring prizes to the winners in the presence of local MLAs, MPs or dignitaries etc.
21. Improvement in citizen interface areas like cocoon markets, Grainages, Government Schools, public places, etc.
22. Conducting of competitions like Essay competition, cartoon competition, slogan competition, Best Section working towards Swacchatha drive for sensitization on cleanliness and honoring prizes, certificates to the winners in the presence of local MLA/MP or any other dignitaries.

**The Institute which practices active, encouraging, useful and inclusive participation in Swacchatha programme will be recognized duly by the Competent Authority.**

Yours faithfully,

  
11/5/18

[G.Ravichandran]  
Joint Director (Admn)