

SWACHHTA PAKHWADA

1st to 15th February 2020

Report on Pledge taking Ceremony on 4th February at NIC, West Bengal

‘Swachhta Pakhwada’ is being observed from 01-02-2020 to 15-02-2020 at NIC West Bengal as per the circular no. A-60019/04/18/GCS dated 29-01-2020 from NIC-HQ.

Pledge taking ceremony has been observed at NIC West Bengal State Centre, all other NIC nodes in Kolkata and NIC district centres of the State at 10:45 AM on 4th of February 2020.

Some pictures taken during the ‘Swachhta Pakhwada Pledge taking Ceremony’ as observed by NIC-WBSC and NIC district centres are enclosed herewith:



DDG & SIO participating in Pledge taking Ceremony at NIC-WBSC



NIC-WB - Other centres are connected over VC



Pledge taking Ceremony at NIC-WBSC



NIC STP II Centre



NIC STP II Centre



NIC District Centre – Alipurduar



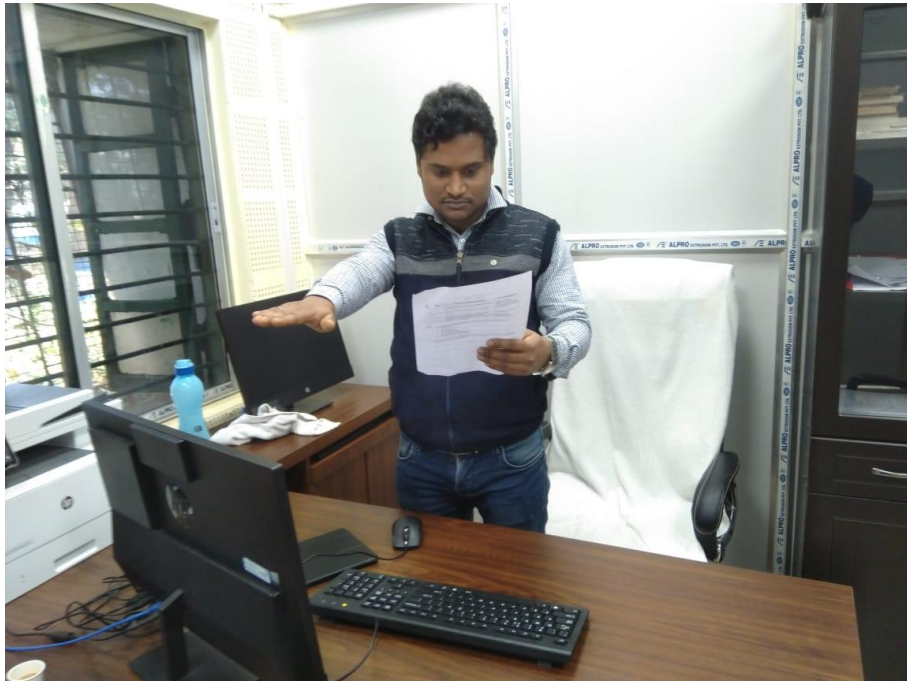
NIC District Centre - Uttarkanya (Siliguri)



NIC District Centre - Darjeeling



NIC Centre – Commissariat Road



NIC District Centre – Jhargram



NIC District Centre – North 24 Parganas



NIC i-NOC & Data Centre, Nizam Palace, Kolkata

Swachhta Pakhwada Programme
NIC-West Bengal

Swachhta Pakhwada to be observed from 1st to 15th February 2020

As per the circular no. A-60019/04/18-GCS dated 29-01-2020 from NIC, New Delhi, Swachhta Pakhwada is to be observed w.e.f. 1st of February to 15th of February 2020 as earmarked by the Ministry of Electronics & Information Technology, GoI.

Accordingly it is proposed that NIC West Bengal will conduct activities as per the schedule mentioned below:

Schedule for Swachhta Pakhwada 1st -15th February 2020

Sl. No.	Date	Particulars (Actions to be taken)	Action to be taken by
1	03-02-2020	Receipt of Swachhta Pakhwada notice from NIC Hqtrs. and circulate the same to all NIC-WB nodes/individual officers and staff. Swachhta Pakhwada notice to be displayed on all notice board.	Swachh Bharat Committee, NIC-WB State and all District Centres
2	04-02-2020	Swachhta Pakhwada pledge taking ceremony at 10.45am at NIC-WBSC in presence of SIO. (Districts and other centres are to connect through VC). One hour general cleaning of work space/seating areas/desk by all officers and staff.	All Officers and Staff of NIC-WB
3	05-02-2020	Removal of unused papers and items like old printer cartridge/other accessories etc. One hour cleaning of all the cabins/rooms and surroundings by the respective officers/staff of NIC-WB.	All Officers and Staff of NIC State & Districts
4	06-02-2020	Weeding out of old unused files/registers/records by individuals. Encouraging use of e-Office for paperless and healthy environment.	All Officers and Staff of NIC State & Districts
5	07-02-2020	Identify and removal of old/unused/unserviceable furniture and other items and deposit in the store/other storage locations as per official procedure.	I/c Store, Infrastructure Committee, Auction Committee / concerned personnel
6	10-02-2020	Plantation and beautification in the surroundings of NIC offices (all NIC Centres and District Centres).	Respective in-charge officers in NIC nodes/DIOs in districts
7	11-02-2020	Weeding out of old records by all	Deputy Director/Section

Sl. No.	Date	Particulars (Actions to be taken)	Action to be taken by
		sections/divisions/units/district centre as per official procedure	Officer/in-charge officer/DIO of concerned sections/divisions/centres
8	12-02-2020	Cleaning of surroundings, work desks, interiors, exteriors	All concerned
9	13-02-2020	Anti-polythene drive. Awareness of "Plastic Waste Management and Ban of Single Use Plastic".	SVC and all concerned
10	14-02-2020	Preparation of consolidated report and submission of reports to Intranic/NIC-HQ	Swachh Bharat Committee, NIC-WB

Note:

1. The NIC Units which are to observe and participate in the mentioned Swachhata Pakhwada are:
 - a. NIC, West Bengal State Centre
 - b. NIC Unit, STP II
 - c. NIC Unit, Rawdon Street
 - d. NIC Unit, Nabanna
 - e. NIC Unit, Nizam Palace
 - f. NIC Unit, NSB & High Court
 - g. NIC Unit, Commissariat Road
 - h. All NIC District Centres of West Bengal
2. The in-charge officers/DIOs of respective NIC Units/District Centres are to submit a daily action report along with photographs to rupa.kar@nic.in. with copy to rk.chal@nic.in. The same will be compiled and uploaded at Intranic as directed in the circular.

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