

No.62/23/ 2015-6GSI  
Government of Haryana,  
General Administration Department  
(General Services-I Branch)

Chandigarh June 23, 2015

Already seen

DSEJ To

ACSFS (on Leave)

✓  
PS/ACIB  
24.6.15

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USFS

✓  
PS

1. All the Administrative Secretaries to Government of Haryana.
2. All the Head of Departments.
3. The Divisional Commissioner, Ambala/ Hisar/ Rohtak/ Gurgaon Division.
4. All the Registrars of Universities in Haryana State.
5. All the Deputy Commissioners in Haryana State.

**Subject: A week long cleanliness drive to be conducted from 24<sup>th</sup> June to 1<sup>st</sup> July, 2015 in all offices of Haryana Government.**

Sir/Madam,

Please refer to the subject noted above. A D.O. letter dated 8<sup>th</sup> June, 2015 received from Sh. Ajit Seth, Cabinet Secretary, Government of India wherein he informed that to ensure an improved work culture and work environment including hygiene and cleanliness of the work place, the Government of India is going to carry out a week long cleanliness drive from 22<sup>nd</sup> to 26 June, 2015 in all the Ministries/Departments of the Government of India.

He further informed that cleanliness is an all-time activity to be conducted regularly and the week long drive is only to bring the matter into focus once again. He urged the cooperation of State Governments in keeping Government offices clean.

In this regard the State Government has decided that a week long cleanliness drive will be carried out from 24<sup>th</sup> June to 1<sup>st</sup> July, 2015 in all offices of the State Government and State Public

Undertakings. You are, therefore, requested to give renewed attention to the following activities on priority:-

- (i) Upkeep and Cleaning of offices including common area premises, toilets, stairs, lifts, etc.
- (ii) Upkeep and Cleaning of the areas outside the office including parking lots, pathways, etc.
- (iii) Disposal of unusable vehicles/furniture/electronics & electrical equipment, etc.
- (iv) Weeding out of old files/records, etc. after adopting the due procedure.

It is further requested that to keep up the tempo of the cleanliness drive, you may ensure that inspections are carried out regularly. A Nodal Officer in your Department/Office may be appointed for monitoring of regular inspections.

These instructions may be followed meticulously.

Under Secretary, General Administration,  
for Chief Secretary to Government Haryana

OFFICE OF DIRECTOR GENERAL FOOD & SUPPLIES, HARYANA, CHANDIGARH

Endst. No. 6E(I)-2015/21228

Dated, Chandigarh 24.06.2015

A copy of the above is forwarded to the following for information and do necessary action as per rules:-

1. All the District Food & Supplies Controllers in the State of Haryana.
2. All the Officers/Branch Incharges at Hqrs.
3. DCLM, Haryana, Near Football Chowk, Ambala Cantt.

Deputy Superintendent Estt.-I  
for Director General Food & Supplies, Haryana