

e.File No. RCI-14015/1/2023-ADMIN 996
REHABILITATION COUNCIL OF INDIA
(A Statutory Body of Ministry of Social Justice & Empowerment,
Department of Empowerment of Persons with Disabilities (Divyangjan))

B-22, Qutab Institutional Area
New Delhi-110016

Dated: 16 July, 2025

CIRCULAR

Subject : Swachhata Pakhwada activity in the 2nd fortnight of July 2025 (i.e. from 16th July to 31 July 2025) - reg.

The undersigned is directed to refer to the DEPwD letter dated D-31016/2/2017-G.A.- (Part(1) dated 10.07.2025 for Swachhata Pakhwada activity in the 2nd fortnight of July 2025 (i.e. from 16th July to 31st July, 2025) and to say that this Council has formulated action plan/ day to day activities to be held during this period.

2. All the officers and employees of the Council are requested to actively participate in the cleanliness drive under Swachhata Pakhwada to make it successful.

This issues with the approval of Competent Authority vide Note #123 dated 16.07.2025 Comp. No. E 3961.


(Santosh Pal)
Dy. Director (Admn.)

Encl : As above.

To

All Officers/employees of RCI (including contractual/outsourced)

Copy to :

1. Ms. Kanika Sihmar, Section Officer to the Government of India, Ministry of Social Justice and Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan), 5th Floor, Antyodaya Bhawan, CGO Complex, New Delhi- w.r.t. DEPwD OM No. D-31016/2/2017-G.A.-Part (1) dated 10.07.2025.
2. PA to Chairperson, RCI
3. PA to Member Secretary, RCI

Rehabilitation Council of India

Day to day activities/Action Plan for celebration of Swachhata Pakhwada **during 16 July 2025 to 31 July 2024 :-**

S.No.	Date	As per DEPwD letter the following activity are to be undertaken during the Swachhata Pakhwada	Proposed day to day activities
1	16.07.2025	Maintaining and improving the greenery and plantation in the premises	Maintenance of greenery, plantation and flowering in the premises
2	17.07.2025	Placing the Waste Recycling Bins (Blue and Green) to keep the premises litter free and also signages for proper usage of these Recycling Bins.	Placing dustbins Blue and Green for cleanliness, sanitization and hygiene with signages of RCI premises
3	18.07.2025	Proper maintenance and cleaning of the Toilets.	Special cleanliness & Maintenance drive in Toilets
4	21.07.2025	Display Swachhata messages on the Departments/ Organizations website.	Display Swachhata Messages on the Council's website
5	22.07.2025	Use of Social Media to generate awareness and also to disseminate information about the work being done.	Special Swachhata awareness drive through Social Media
6	23.07.2025	Curb the use of Single Use Plastic and discard the use of plastic in the office	'Reduce, Reuse, Recycle' activities aligned to Mission Life (Lifestyle for Environment)
7	24.07.2025	Maintaining the cleanliness, sanitization and hygiene in the premises	Special cleanliness drive for sensitization and hygiene in the RCI premises.
8	25.07.2025	Segregation and weeding out of unused records/items	Special Drive for Review/ Recording/ Weeding out of physical files as per rules by all sections of the Council.
9	28.07.2025	Innovative steps taken for Swachhata should be shared.	Workshop for Swachhata Awareness
10	29.07.2025		Repairing Work (wall stone) around RCI Foundation Stone and repairing of plantation row parking area.
11	30.07.2025		Swachhata Pledges and Mega cleanliness Drives in Office Building. .
12	31.07.2025		NGO and SHG Mobilization: Engage NGOs, CSOs & SHGs to connect with RWAs, local communities for widespread awareness & participation in local swachhata events. (Concerned section may issue direction to RCI approved Institutions)