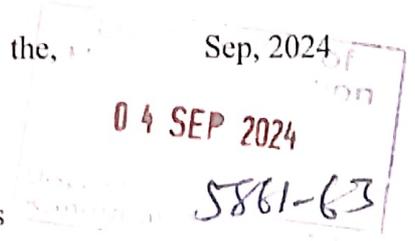


No.FDN-KGR(Misc.)/2024/  
Office of the Deputy Director of Higher Education,  
Kangra at Dharamshala.

Dated: Dharamshala-176215 the, Sep, 2024

To

✓ All the Principals/Headmasters  
Govt. Sr. Sec. School's/Govt. High School's  
Of Distt. Kangra (H.P.)



Subject: - **Regarding Swachhata Pakhwada, during 1<sup>st</sup>-15<sup>th</sup> September, 2024.**

Sir/Madam,

Please find enclosed herewith the copy of D.O. NO. F.27-2/2024-IS-9 dated 02.08.2024, on the subject cited above.

In this context, you are hereby directed to upload data on Swachhata Pakhwada Google Tracker link and Swachhata Pakhwada Google Drive Link.

The Google Tracker may be updated daily by 8.00 PM from 30<sup>th</sup> August 2024 to 18<sup>th</sup> September 2024 for the different Pakhwada activities so as to communicate the consolidated figure of participation to Ministry of Jal Shakti, Department of Drinking Water & Sanitation.

**Encls:- Action plan for Swachhata Pakhwada & other guidelines.**

**Treat it most urgent.**

Deputy Director of Higher Education,  
Kangra at Dharamshala.

Endst No. Even, dated: Dharamshala-176215 the Sep, 2024

**Copy to:-**

- 01 The Director of Higher Education H.P. Shimla-1 for information please.
- ✓ 02. The In charge Computer Cell to upload the same on the Deptt. Website.

Deputy Director of Higher Education,  
Kangra at Dharamshala

विपिन कुमार, भा.प्र.से.

अपर सचिव

Vipin Kumar, IAS

Additional Secretary



सत्यमेव जयते



समग्र शिक्षा  
Samagra Shiksha

भारत सरकार  
शिक्षा मंत्रालय  
स्कूल शिक्षा और साक्षरता विभाग  
Government of India  
Ministry of Education  
Department of School Education & Literacy

D.O.No.F.27-2/2024-IS-9

Dated 2<sup>nd</sup> August, 2024

Dear Sir / Madam,

Please refer to my DO letter of even no. dated 9<sup>th</sup> July, 2024 regarding observing of Swachhata Pakhwada, 2024 from 1<sup>st</sup> to 15<sup>th</sup> September, 2024 (Copy enclosed).

2. In the aforesaid communication, a calendar of activities was suggested for observing Swachhata Pakhwada, 2024 in a befitting manner. Your State/ UT would have finalized the action plan for observing Swachhata Pakhwada, 2024 in all schools and educational institutions, which may be shared with this Department.

3. The Head Teacher/ Principal of the schools may act as Nodal person for conducting activities under the Swachhata Pakhwada. The participation of the school children may be duly reported by the Head of the school/ institution, which may be consolidated and reported to this Department in an online mode. State-wise consolidated figure of the participation in your State/ UT may be communicated to this Department through Google Tracker. The photographs and videos of the activities undertaken during the Pakhwada may be sent to this Department and uploaded on *Google Tracker/ Drive*.

4. The details of Swachhata Pakhwada Google Tracker and Drive created for this purpose are as under:

Swachhata Pakhwada Google Tracker link:-

[https://docs.google.com/spreadsheets/d/1ksRS\\_BGjujF\\_2gEjiZZcJLLKG\\_nabdhfAsKtfXA\\_kz8/edit?gid=0#gid=0](https://docs.google.com/spreadsheets/d/1ksRS_BGjujF_2gEjiZZcJLLKG_nabdhfAsKtfXA_kz8/edit?gid=0#gid=0)

Swachhata Pakhwada Google Drive Link:-

[https://drive.google.com/drive/u/1/folders/1XXY\\_Xokvcr\\_nhrBWci\\_XgCWwd2VoCdh6](https://drive.google.com/drive/u/1/folders/1XXY_Xokvcr_nhrBWci_XgCWwd2VoCdh6)

5. All the States/UTs are requested to share the details of NODAL OFFICER, (Name, Designation, Contact number and Email ID- Gmail only) for Swachhata Pakhwada 2024, for giving access of tracker/drive for uploading data, photographs, videos etc. by 15.08.2024. Only Nodal Officer would be allowed to access the Google Tracker/ Drive. The steps for accessing the Tracker and Drive are enclosed at **Annexure**.

103, 'डी' विंग, शास्त्री भवन, नई दिल्ली. 110 001  
103, 'D' Wing, Shastri Bhawan, New Delhi-110001  
Telephone : +91-11-23070927 +91-11-23387648  
E-mail : as-school.edu@gov.in

6. It is requested that the *Google Tracker* may be updated DAILY by 8.00 PM from 30<sup>th</sup> August 2024 to 18<sup>th</sup> September 2024 for the different Pakhwada activities so as to communicate the consolidated figure of participation to Ministry of Jal Shakti, Department of Drinking Water & Sanitation.

With regards,

Yours sincerely,

  
02/08/24  
(Vipin Kumar)

To

The Education Secretaries/ Principal Secretaries of all States/ UTs.

Copy for similar action to:-

1. Chairman, CBSE
2. Chairman, CISCE
3. Commissioner, KVS
4. Commissioner, NVS
5. Director, NCERT
6. Chairman, NIOS

With the request that they may kindly upload details of Swachhata Pakhwada activities in organizations under their control on the Google Tracker/ Drive.

Copy for information to:-

1. PS to Shiksha Mantri
2. PPS to Secretary (SE&L)
3. Secretary, Ministry of Jal Shakti, Department of DWS.
4. NIC cell – for uploading on the website.

Steps for accessing the Swachhata Pakhwada Google Tracker and Drive – 2024 for States, UTs and Autonomous Organizations

1. User must have Gmail account.
2. Two User ID's (Gmail id) per State /UT will be given access from which the data would get uploaded on Swachhata Pakhwada tracker.
3. Send the request on 'swachhatapakhwada2024@gmail.com' for having access to Google tracker and drive.
4. The data needs to be updated daily by 8.00 pm for day specific activity along with High Resolution photographs, videos and other publicity material.
5. After getting the permission for accessing the tracker:
  - (a) User can simply login into their registered Gmail account,
  - (b) Copy the available link of tracker and paste in browser (Google chrome),
  - (c) Swachhata Pakhwada Tracker will open,
  - (d) Go to your State/UT specific row, update the information for daily activity as mentioned in tracker.
  - (e) Select "YES/NO" from the option whether the material (photographs, videos and other publicity material) is uploaded Google drive,
  - (f) Next, click on "LINK" available in the tracker, it will redirect /navigate the user in to pre specified folder on Google drive, user can now add or upload the Photos, videos or publicity material for daily activity.
  - (g) User may directly upload or add the material in their State/UT folder available on Google drive from the link as provided. (drive link as provided)
6. Do not edit, modify or delete the pre-defined format for tracker.
7. Do not edit, modify or delete the folders available on Google drive
8. For any help or query write on to 'swachhatapakhwada2024@gmail.com' or contact to Sh. Yadunath Jagdish Deshpande, Senior Consultant, (Mob. No. 9340342698).

*Swachhata Pakhwada Google Tracker link:-*

[https://docs.google.com/spreadsheets/d/1ksRS\\_BGjujF\\_2gEjiZZcJLLKG\\_nabdhfAsKtFXA\\_kz8/edit?gid=0#gid=0](https://docs.google.com/spreadsheets/d/1ksRS_BGjujF_2gEjiZZcJLLKG_nabdhfAsKtFXA_kz8/edit?gid=0#gid=0)

*Swachhata Pakhwada Google Drive Link:-*

[https://drive.google.com/drive/u/1/folders/1XXY\\_Xokver\\_nhrBWci\\_XgCWwd2VoCdh6](https://drive.google.com/drive/u/1/folders/1XXY_Xokver_nhrBWci_XgCWwd2VoCdh6)

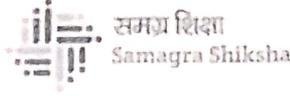
**NOTE:** All the States/UTs are requested to kindly share the details of NODAL OFFICER (Name, Designation, Contact number and Email ID) for giving access to the Google tracker/ drive.

\*\*\*\*\*

विपिन कुमार, भा.प्र.से.  
अपर सचिव  
**Vipin Kumar, IAS**  
Additional Secretary



सत्यमेव जयते



भारत सरकार  
शिक्षा मंत्रालय  
स्कूल शिक्षा और साक्षरता विभाग  
Government of India  
Ministry of Education  
Department of School Education & Literacy

D.O.No.F.27-2/2024-IS-9

Dated: 9<sup>th</sup> July, 2024

Dear Sir/Madam,

As you are aware, this Department has been observing Swachhata Pakhwada every year since 2016 in all the schools of the country. With the exemplary support of the States & UTs and Autonomous organizations of Ministry of Education (MoE), Swachhata Pakhwada of this Department has become a successful mass movement with the annual participation of millions of children and other functionaries besides members of the community. Role of the schools in ushering in a Clean India has been recognized at the top most levels of the Government.

2. The year 2024 would be the 9<sup>th</sup> consecutive year of Swachhata Pakhwada implementation. As per the Calendar of Swachhata Pakhwada for the year 2024 circulated by Cabinet Secretariat and Ministry of Jal Shakti, (Department of Drinking Water & Sanitation), Government of India, the Swachhata Pakhwada for this Department is scheduled from 1<sup>st</sup> – 15<sup>th</sup> September, 2024.

3. For observing the Swachhata Pakhwada in a befitting manner with focused participation resulting in cleanliness, sanitation and hygiene drive and other related activities in schools with active involvement of students, teachers and community, the schools/ institutions may be instructed to undertake the following suggested participatory activities during 1<sup>st</sup> – 15<sup>th</sup> September, 2024:

- (i) Swachhata Shapath may be organised in all schools and educational institutions, wherein all students and teachers/staff may participate.
- (ii) Holding meeting of SMCs/ SMDCs/ PTAs or between parents and teachers in the first week of the Pakhwada to highlight the importance of cleanliness & sanitation, importance of Hand-washing, promote water conservation/ Rain Water Harvesting practices during the Parent-Teacher Meetings (PTMs); and to encourage and inspire them to continue with the good practices for hygiene and sanitation in school as well as home.
- (iii) Teachers to inspect water and sanitary facilities in school/ institution, do a quick assessment of water, sanitation and hygiene facilities and make proposal/ plan for repair and upkeep of the facilities, if required.
- (iv) Competitions for clean and well-maintained premises and toilets in schools.
- (v) Essay/ Slogan/ Poem writing, Painting, Elocution, Quiz, Model making competition for students on cleanliness and hygiene practices in school.

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103, 'D' Wing, Shastri Bhawan, New Delhi-110001  
Telephone : +91-11-23070927 +91-11-23387648  
E-mail : as-school.edu@gov.in

- (vi) Swachhata awareness messages to be posted on the website of the Organisation/ Schools/ State, School Education Department. Alternatively, photographs on Swachhata may be displayed in schools.

4. The following activities may also be undertaken by the teachers and administration of the schools:

- (i) All kinds of waste material like sanitation waste, used and disposed masks, broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of schools/ institutions and disposed off as per procedure.
- (ii) Banning use of single use of plastics within school premises.
- (iii) Teachers and students in association with local representative should propagate the theme of the Pakhwada among family members, neighbours, citizens in nearby areas.
- (iv) Awareness about stopping use of Single Use Plastic and mitigation of plastic pollution, while adhering to 3 R (Reduce, Reuse and Recycle) principle.
- (v) Daily cleaning and disinfection of frequently used surfaces.

5. Further, in order to give impetus to the Swachhata drive and create mass awareness, it is requested that the following activities may be undertaken at the State level:

- (i) Audio visual programme/IEC material to be created to motivate students/ employees and others on Swachhata and water conservation.
- (ii) Electronic banners may be created and uploaded on the departmental/ state web portals to highlight the observance of the Pakhwada. Publicity and awareness generation may be done through use of social media, as well as electronic and print media.

6. **Suggested Action plan for Swachhata Pakhwada, 2024 (1<sup>st</sup> – 15<sup>th</sup> September, 2024) is enclosed at Annexure.** You are accordingly requested to take necessary action and issue necessary instructions to district authorities, the schools/ educational institutions, so as to ensure participation of students, teachers, parents, local people and representative etc., whole heartedly in the Swachhata Pakhwada during 1<sup>st</sup> – 15<sup>th</sup> September, 2024 and make the Swachhata Pakhwada successful.

7. You are requested to kindly intimate the number of schools and students participated in the Pakhwada, activity-wise in your State/UT to this Department. Photographs, video, films etc. together with highlights of each day of the Pakhwada may be uploaded on daily basis on the **Google tracker (Data) and Google drive (Photos, Videos and Pictures).**

8. The details of Google Tracker and Drive will be intimated later.

9. It is requested that the Google Tracker may be updated DAILY by 8.00 PM from 30<sup>th</sup> August 2024 to 17<sup>th</sup> September, 2024 for the different activities so as to communicate the consolidated figures of States and UTs to Ministry of Jal Shakti (Department of Drinking Water & Sanitation).

10. The best performing State/ UTs/ Organisations may be recognized based on their participation in the Swachhata Pakhwada.

11. It is reiterated that schools may be encouraged to continue the activities related to cleanliness and hygiene highlighted during Swachhata Pakhwada on a consistent and sustainable basis by integrating with regular routine throughout the year.

Yours sincerely,

Best Wishes.

*V.K.*  
10/07/24  
(Vipin Kumar)

To

1. The Principal Secretaries/ Secretaries (School Education) of all States/UTs.
2. The SPDs, Samagra Shiksha of all States/UTs

Copy for similar action to:-

1. Chairman, CBSE
2. Chairman, CISCE
3. Commissioner, KVS
4. Commissioner, NVS
5. Director, NCERT
6. Chairman, NIOS

With the request that they may kindly upload details of Swachhata Pakhwada activities in organizations under their control on the Google Tracker/Drive.

Copy for information to:-

1. PS to Shiksha Mantri
2. Sr. PPS to Secretary (SE&L)
3. Secretary, Ministry of Jal Shakti, Department of DWS.
4. NIC cell – for uploading on the website.

Ministry of Education  
Department of School Education & Literacy

Suggested Action Plan for Swachhata Pakhwada (1-15 September, 2024)

1.9.2024 (Sunday)

Swachhata Shapath Day

- Swachhata Shapath function may be organized wherein all students and teachers/ staff may participate. Children to speak about and take pledge for Swachhata.
- Swachhata awareness message to be posted on the website of the Department/ Organisations/ Schools.
- Electronic banners may be created and uploaded on the departmental/ state web portals to highlight the observance of the Swachhata Pakhwada. Publicity and awareness generation may be done through use of social media, as well as electronic and print media.
- Upload the number of students who took Swachhata Shapath and the number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

2.9.2024 & 3.9.2024 (Monday & Tuesday)

Swachhata Awareness Days

- Holding meeting of SMCs/ SMDCs/ PTAs to highlight the importance of cleanliness & sanitation and importance of Hand-washing, promote water conservation/ Rain Water Harvesting practices during the Parent-Teacher Meetings (PTMs), parents and teachers and to encourage and inspire them for hygiene and sanitation in school as well as home.
- Teachers to inspect sanitary facilities in each and every corner of school/ institution to do a quick assessment and make proposal/plan for upkeep of the facilities.
- Adaptation for WASH facilities (hand wash facility, daily cleaning and disinfection, toilet/ urinal use, water facility use, ventilation, waste management, O&M etc) may be discussed with the local representatives. This may include ensuring - adequate, clean and separate toilets for girls and boys, supplies like – soap, hand wash and safe water, disinfectants, cleaning staff etc.
- A status check/review can be done for piped water supply connection in the school in view of Jal Jeevan mission.
- A status check and augmentation plan with regard to water harvesting systems in the school may be taken up in view of the current **Jal Shakti Abhiyan - Catch the Rain, 2024 campaign**
- Extensive cleaning/disinfection of toilets, MDM kitchen, classrooms, fans, doors, windows, clearing bushes in the campus to be undertaken. The local community may be involved in these activities with the participation of SMCs/PTAs and local representatives.
- Weeding out/recording of the old files, records as per procedure.

- All kinds of waste material like broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of schools/institutions.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

#### 4.9.2024 & 5.9.2024 (Wednesday & Thursday)

##### Community Outreach Days

- All teachers may visit nearby villages to address the local communities on Swachhata, with special focus on sustaining toilet usage, and taking up waste management work in their areas. They may also sensitize local community to stop wasting of water resources and to make them aware about water conservation and ongoing Jal Shakti Abhiyan.
- Teachers' Day may be celebrated appropriately in each school.
- Teachers and students in association with local representatives should propagate the theme of Swachhata Pakhwada among public in local areas.
- Upload number of teachers participating in the community outreach activities on Google Tracker and photos, videos and publicity material on Google Drive.

#### 6.9.2024 (Friday)

##### Green School Drive Day

- Students may be asked to come out with imaginative slogans, posters and pamphlets on different themes such as water conservation, eliminating single use plastic etc, which can be later displayed in school exhibitions and on village/ town walls/ school premises.
- To educate students learn about conservation of water. To sensitize students about the impact of scarcity of water. To empower students to learn to protect the natural sources of water. To help every students to save at least one litre of water per day. To encourage students towards judicious use and minimum wastage of water at home and school.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

#### 7.9.2024 & 8.9.2024 (Saturday & Sunday)

##### Swachhata Participation Days

- Competitions can be held in districts/blocks/clusters for clean and well-maintained premises and toilets in schools.
- Essay, Slogan, Elocution, Quiz, Painting, Skit, Poem, slogan writing competitions and Model making competition on Swachhata.
- Debates on Swachhata.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

### 9.9.2024 & 10.9.2024 (Monday & Tuesday)

#### Hand Wash Days

- Create Awareness on the need for proper hand wash in daily life.
- Children should be taught proper method/steps/moments, timings of hand washing with soap before and after eating.
- Barrier free access to the drinking water and toilet facilities for Divyang students may be reviewed and ensured.
- Students may be taught about checking wastage of water.
- Water from hand washing unit to be channeled to school gardens.
- Children may be taught about the water borne disease/ diseases, safe handling of drinking water so that they practice proper hand and oral hygiene.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

### 11.9.2024 (Wednesday)

#### Personal Hygiene Day

- Audio visual programme to be undertaken to motivate students/employees and other for maintaining cleanliness.
- Students will learn about proper way of cutting and keeping nails clean, daily bathing with clean water, wearing clean cloths, no spitting in open, wearing shoes/ slippers etc. (also – wearing mask correctly, no hand shaking, respiratory hygiene, not sharing personal items with others).
- Students will be taught the hygienic manner of using toilets and drinking water facilities.
- Students may be made aware of the importance of brushing teeth twice a day by making it routine habit.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

### 12.9.2024 (Thursday)

#### Swachhata School Exhibition Day

- Essay/ Slogan/ Poem writing, Painting, Elocution, Quiz, Model making Photographs, Cartoons etc. made by students on Swachhata activities may be displayed in School/ Education Department's website.
- State may document some of these exhibits.
- Making artefacts at home using local recycled-raw material for storage of waste i.e., artistic dustbins using local skills promoting their culture.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

### 13.9.2024 and 14.9.2024 (Friday & Saturday)

#### Swachhata Action Plan Days

- SMC/SDMC to create awareness among students, parents and local people about the Swachhata Action Plan of the school under the Samagra Shiksha scheme.
- Convene small group meeting of Bal Sansad/ School Cabinet specially to discuss the Swachhata Pakhwada activities in the school.
- Encourage community members and students to make suggestions as to what new activities can be included under Swachhata Pakhwada and forward such suggestions to DoSEL, MoE.
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**

### 15.9.2024 (Sunday)

#### Prize Distribution Day

- Prize distribution for participation of children, teachers and parents in competitions viz. Painting, Essay, Debate, Quiz, Slogan, Inter-school and Crafting, model making etc. using waste to encourage Swachhata.
- All Schools/educational institutions may sum up their activities and work undertaken during the Pakhwada and select best activity for forwarding to district/state authority for uploading on the website i.e. in public domain.
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**

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