

Report on Swachhata Hi Seva Campaign 2019 of Ministry of Parliamentary Affairs

Swachhata Hi Seva Campaign has been celebrated in the Ministry of Parliamentary Affairs during 11th September, 2019 to 2nd October, 2019 keeping in mind the Prime-Minister's call to action towards focused plastic waste management and towards effective ban on Single Use Plastic (SUP) along with the cleanliness drive etc.

An action plan was formulated by this Ministry and have been followed the same during the campaign (**Annexure**).

On the first day of the campaign i.e. on 11th September, 2019 a Swachhata Pledge was administered by Secretary, Ministry of Parliamentary Affairs to the officials/officers of this Ministry. He gave a message on adverse effect of plastic on the environment and to stop using Plastic items like water bottles, polyethene, plastic carry bags, plastic food containers etc. completely.



Swachhata Pledge was also administered by Hon'ble Minister of State



for Parliamentary Affairs, Shri Arjun Ram Meghwal Ji to the studentson 13th, 20th, 27th September, 2019, during the Prize Distribution Function of Youth Parliament Competition of Kendriya Vidyalayas , Jawahar Navodaya Vidyalayas, Delhi Schools and University/Colleges at Balyogi

Auditorium, Parliament Library Building, Parliament House, New Delhi. The Hon'ble Minister also enlightened the audience on the importance of cleanliness in their day to day life with special emphasis on saying 'No to Single use Plastic'.



On 16.09.2019-

(a) as a part of the campaign, all the sections and officers of this Ministry were advised to use both sides of papers while taking any print and to use Knowledge Management System (KMS) extensively available in e-office for circulating any information in the ministry instead of using physical papers to make their little contribution to save the environment.

(b) For having clean air, CPWD was requested to provide shade tolerant/indoor plants to promote greenery and accordingly plants have been placed in the corridors of this ministry by CPWD. All the Sections of the Ministry have also been requested to segregate the plastic and non-plastic waste at source in regular manner.

(c) Lok Sabha Secretariat has also been requested to place suitable machinery for recycling of Plastic and Non-Plastic Waste at source. During the campaign special cleanliness drive/Shramdaan was organised with special attention on Plastic Waste.

During the campaign special cleanliness drive/Shramdaan was organised with special attention on Plastic Waste on 25.09.2019. On 26.09.2019, various Sections took action of recording and weeding out of files which resulted in proper upkeeping of records and creating more space.



An inspection of the Ministry was also carried out by Secretary on 30.09.2019 to check the status of cleanliness in office and certain shortcomings have been pointed out/ suggestions are made by him, which would be taken care of-

The suggestions are as follows:-

1. All plastic items which are of single use should not be used and must not come to the work place.
2. All plastic water bottles should be disposed of immediately by putting them in the dustbin and in future plastic bottles are not to be brought in this complex.

3. Plastic dustbins be replaced by some other dustbins made of non-plastic items.
4. Copper/Steel Water bottles may be provided to officers and officials of the Ministry in place of Plastic Jugs or plastic water containers.
5. Plastic/polyethene used for wrapping any item whether it may be stationery or furniture or any other items should be removed from each and every article lying in the office.
6. Front face of all electrical switch boards must be cleaned by the officer and staff of respective section through “Shramdan”.
7. Electrical/electronic appliances like ups, electrical thermos, calculators, computers/CPUs/monitors room heaters and blowers, printers, cartridges etc, if they are not of use may be handed over to the concerned Section of the Ministry for the purpose of auction.
8. CPWD will be requested to clean the fabric used in the chairs and sofas kept in the Sections and Chambers of the Ministry.
9. All stubborn stains on tables and chairs will be cleaned by the staff and officer who are using them by Lyzol etc. (liquid soap) through “Shramdan”.
10. Remove all the polyethene wrapped over any stationery item and in future vendors may be asked to supply this type of item covered with paper or by any other biodegradable material.
11. CPWD may be consulted to provide air purifiers in the rooms where there is no ventilation.
12. Files must be kept at the designated place and would be managed well.

For promoting awareness to no Use of ‘Single Use Plastic’ an Essay Competition was also organised on 30.09.2019 and 1st, 2nd and 3rd Prize winner have been rewarded by the Secretary, Ministry of Parliamentary Affairs in a Prize Distribution Function which was held on 1st October, 2019 at Parliament House, New Delhi.



Annexure

Action Plan for SHS 2019 in the Ministry of Parliamentary Affairs

S. No.	Date	Planned Activity
1.	11.09.2019	Swachhata Pledge administration by Secretary and message to officers/officials of the Ministry on Plastic Waste Management.
2.	13.09.2019	Swachhata Pledge to participants of Prize Distribution Function of National Youth Parliament Competition for the students of Kendriya Vidyalayas and spread message of "Saying No to Single Use Plastic" through Minister of State for Parliamentary Affairs.
3.	16.09.2019	Circular to be issued:- <ul style="list-style-type: none">• For encouraging printing of documents on both sides and use of Knowledge Management System (KMS) in e-office for circulating information in Ministry instead of using physical papers.• For Swachh Air, CPWD (horticulture) to be requested to provide shade tolerant/indoor plants which can be placed in all sections/cabins of officers.• To Sections to segregate the plastic and non plastic waste at source (i.e. in their respective sections) and to avoid single use plastic items during meetings/workshops and functions.• To Lok Sabh Secretariat being administrative controller of Parliament House Complex to place suitable machinery in place for recycling of plastic waste and segregation of plastic and non plastic waste at source.
4.	20.09.2019	Swachhata Pledge to participants of Prize Distribution Function of Youth Parliament Competition for the students of Jawahar Navodaya Vidyalayas and Delhi Schools and spread message of "Saying No to Single Use Plastic" through Minister of State for Parliamentary Affairs.
5.	25.09.2019	Special cleanliness drive/ Shramdaan in corridors/ sections of the Ministry by Sections with special attention on Plastic Waste.
6.	26.09.2019	Sections to undertake recording/weeding out of physical files as per rules
7.	27.09.2019	Swachhata Pledge to participants of Prize Distribution Function of National Youth Parliament Competition for the students of Universities/Colleges and spread message of "Saying No to Single Use Plastic" through Minister of State for Parliamentary Affairs.
8.	30.09.2019	<ul style="list-style-type: none">• As a part of Awareness Generation- Essay Competition among employees of the Ministry on "Plastic Waste Management".• An inspection by Secretary or Senior Officers to check status of cleanliness in office.
9.	01.10.2019	Prize distribution to winners of essay competition and a brief lecture by Secretary, Ministry of Parliamentary Affairs