

F.240343/2017-KVS(JR)/Incentive

Dated : 26-08-2018

E-mail/SPEED POST

The Principal  
All Kendriya Vidyalayas  
Jammu Region

Subject: **Observance of Swachhata Pakhwada 2018 during 1<sup>st</sup> to 15<sup>th</sup> September 2018 - reg**

Sir/Madam,

With reference to KVS(HQ), New Delhi letter No. F.11029/64-1/2017/KVS(HQ)/Acad./Misc Ministry/1897-1898 dated 24-08-2018 (**Copy enclosed**) on the subject cited above *Swachhata Pakhwada, 2018 from 1<sup>st</sup> to 15<sup>th</sup> September 2018 is to be celebrated alongwith additional coverage of the Swachhata Hi Seva Campaign beginning from 15<sup>th</sup> September to 02<sup>nd</sup> October 2018 under the intimation from MHRD.*

All Principals are requested for effective implementation of the programme with full enthusiasm. **Day wise activities record is also to be maintained and uploaded on google tracker/drive compulsorily. The details Google Tracker and Drive crated for the purpose are as under :**

Tracker Link:

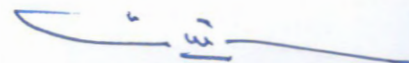
<https://docs.google.com/spreadsheets/d/193lwkkwWwCDiZT4cRX03AXZvSzR9BkXinLU2ndxIOt4/edit?usp=sharing>

Google drive Link:

<https://drive.google.com/drive/u/5/folders/16NdeKBbSKqzHGW16WFy59LIFRHkoNqi2?gsrc=32>

It must be ensured that Google Tracker and Drive should be updated daily by 8.00PM from 30<sup>th</sup> August to 18<sup>th</sup> September 2018 on daily basis. The Principals are requested to ensure participation of students in Swachhata Pakhwada and Swachhata Hi Sewa programme in a large scale. Any dereliction on the subject will be viewed seriously.

Yours faithfully,



(T R Choudhary)  
Assistant Commissioner

**Copy for information to:**

1. The PA to Deputy Commissioner, KVS(RO) Jammu for information.



केन्द्रीयविद्यालयसंगठन/KENDRIYA VIDYALAYA SANGATHAN  
(Min. of HRD, Deptt. of Education, Govt. of India)  
18-संस्थागतक्षेत्र/18-Institutional Area  
शहीदजीतसिंहमार्ग /ShaheedJeet Singh Marg  
नईदिल्ली-110016 /NEW DELHI – 110016  
Tel: 26858566-211, Fax No.26514179  
[www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.11029/64-1/2017/KVS (HQ)/Acad. /Misc. MINISTRY-/1897-1898

Date: २५ /08/18

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional Offices

**Subject: Observance of Swachhata Pakhwada, 2018 during 1<sup>st</sup> to 15<sup>th</sup> September, 2018 - reg.**

Madam/Sir,

With reference to the above mentioned subject, Swachhata Pakhwada, 2018 from 1<sup>st</sup> to 15<sup>th</sup> September, 2018 is to be celebrated along with additional coverage of the Swachhata Hi Seva Campaign beginning from 15<sup>th</sup> September to 2<sup>nd</sup> October, 2018 under the intimation from MHRD.

2. Kindly issue necessary advisory to all the kendriya Vidyalayas under your jurisdiction for effective implimentation of the programme with full enthusiasam. Day wise activities record is also to be maintained and uploaded on google tracker/drive compulsorily. For accessing the google tracker and drive, direction is enclosed along with action plan to be adhered for Swachhta Pakhwada (1<sup>st</sup> to 15<sup>th</sup> September, 2018) celebration.The Swachhata Pakhwada is converged with launch of the Swachhata Hi Sewa(SHS) "campaign,which will go on till 2<sup>nd</sup> October, 2018 throughout the country.

3. The details Google Tracker and Drive created for the pupose are as under:

**TrackerLink:**

<https://docs.google.com/spreadsheets/d/193lwkKwWwCDiZT4cRX03AXZvSzR9BkXinLU2ndxlOt4/edit?usp=sharing>

Contd...

**Google Drive Link:**

<https://drive.google.com/drive/u/5/folders/16NdeLNnSLqzHGW16WFy59LIFRHkoNgi2?ogsrc=32>

Steps for accessing the Google Tracker and Drive, Swachhata Pakhwada 2018 are enclosed as Annexure – A.

Google Tracker and Drive should be updated daily by 8.00PM from 30<sup>th</sup> August to 18<sup>th</sup> September, 2018.

Therefore, you are requested to communicate the above information to all Kendriya Vidyalayas under your jurisdiction and issue necessary instruction to ensure participation of students in Swachhata Pakhwada and Swachhata HI Sewa (SHA) Programme in a large scale.

Yours faithfully,

  
(S. Vijaya Kumar)  
24/8/18  
Joint Commissioner (Acad.)

Copy to:

- 1) Shri Alok Jawahar, Under Secretary to the Government of India, Ministry of Human Resource Development, Department of SE&L, Shastri Bhavan, New Delhi.

### **Steps for accessing the Google tracker and Drive, Swachhata Pakhwada 2018**

1. User must have Gmail account.
2. Two User ID's (Gmail id) per State/UT will be given access form which the data would get uploaded on swachhata pakhwada tracker.
3. Send the request on "**swachhtapakhwada.mhrd@gmail.com**" for having access to Google tracker and drive.
4. The data needs to be updated daily by 8 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,
  - c. Swachhata Pakhwada Tracker will get 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 Google drive material is uploaded,
  - f. Next, click on "LINK" available in the tracker, it will redirect /navigate the user in to pre specified folder on goggle 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 form the 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 goggle drive
8. For any help or query write onto "**swachhtapakhwada.mhrd@gmail.com**".

**Ministry of Human Resource Development  
Department of School Education & Literacy**

**Action Plan for Swachhata Pakhwada (1-15 September, 2018)**

Suggested action plan for Swachhata Pakhwada for the year 2018 i.e. 1<sup>st</sup> -15<sup>th</sup> September, 2018

**1.9.2018 (Saturday)**

**Swachhata Shapath Day**

- Swachhata Shapath function may be organized on very first day of the Pakhwada i.e. 1<sup>st</sup> September, 2018, wherein all students and teachers/staff may participate. Children to speak about Swachhata in morning assembly.
- Class exercise, where every child will promise to take up one activity for personal/school/community/home cleanliness.
- State Education Minister/Secretaries/District Collectors/District Education Officers/School Inspectors etc. to address the State school children.
- Swachhata awareness message to be posted on the website of the Department/Organisations/Schools.
- **Upload Number of students who took shapath on google tracker and Photos, videos and publicity material on Google drive**

**2.9.2018 to 4.9.2018 (Sunday to Tuesday)**

**Swachhata Awareness Day**

- Holding meeting of SMCs/PTAs to highlight the importance of cleanliness and sanitation among children, 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 and make proposal/plan for upkeep of the facilities.
- Extensive cleaning of toilets, MDM kitchen, classrooms, fans, windows, bushes in the campus and surrounding area.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

### 5.9.2018 (Wednesday)

#### Green School Drive

- Every school may arrange for dustbins. Dustbin with Blue and Green-color must be used for Recycled and Unrecyclable waste respectively in view of making children learning about classification of wastes.
- Planting of trees in and around school premises and encourage children for gardening.
- Reuse of waste material.
- Initiatives to curb green house effect. Weeding out/recordings 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**

### 6.9.2018 (Thursday)

#### Swachhata Participation Day

- Competitions can be held in School/district/State for clean and well maintained premises and toilets in schools.
- Painting competition for class I-V
- Essay Writing competition from class VI-VIII & IX- XII for students on cleanliness and Hygiene practices in schools.
- Debates/Quiz on Swachhata.
- Skit, Poem-making on Swachhata.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**
- **Upload number of students who participated in Painting and essay writing competition on tracker and 10 High quality photos / scans of samples of good paintings & good essays per state on Google drive.**

### 7.9.2018 (Friday)

#### Hand Wash Day

- Children should be taught proper method of hand washing before and after eating.
- Teachers and students in association with local representative should propagate the theme of the Pakhwada among citizen in nearby areas.
- Barrier free access to the drinking water and toilet facilities for Divyang students may be reviewed and ensured.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

## 8.9.2018 (Saturday)

### Personal Hygiene Day

- Audio visual programme to be undertaken to motivate students/employees and other for maintaining cleanliness.
- Students will learn proper way of cutting and keeping nails clean.
- Learning impact on Health from hygiene practices.
- Supplementary Book material on Hygiene.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

## 9.9.2018 and 10.9.2018 (Sunday and Monday)

### Community Participation Day

- Increased focus may be given on community participation for the Swachhata Abhiyan in schools/institutions and teachers may also be involved in undertaking cleanliness and awareness drives in nearby areas.
- Sloganeering with School March.
- Students will be taught the hygienic manner of using toilets and drinking water facilities.
- Check wastage of water.
- Water from Handwashing unit to be channeled in gardens.
- Children to write letters to Sarpanch, SMC Members for maintenance of school Toilets and Schools.
- Children to write to their parents regarding what they have learnt in the past few days and what they want their parents to do. Some of these letters should be documented by each state and sent to MHRD.
- The District Collectors in their State/UT, who are the ex officio Member Secretary of district Level Committee for SSA/RMSA/MDM, may hold meeting of the District Level Committee chaired by the local Hon'ble Member of Parliament, to further propagate the message of the Pakhwada across the society.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

## 11.9.2018 (Tuesday)

### Swachhata School Exhibition Day

- Photographs, paintings, cartoons, slogans etc. on Swachhata activities may be displayed in schools. Parents and community members may be invited to attend the exhibition.
- 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.

- State may document some of these exhibitions.
- Making artifacts 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, publicity material on Google drive**
- **Top 3 entries each of painting and essay writing competition at district level to be uploaded on Google drive**

### 12.9.2018 (Wednesday)

#### Swachh Water Day

- Checking of water storage/ checking of portability Day
- Community participation for the Swachhata Abhiyan in schools/ institutions.
- Learning of Organic/Inorganic waste in water in order to avoid intake of unsafe water.
- Cleaning of water through natural means i.e., natural sand filters, alum etc.
- Awareness on water-borne disease to promote safe drinking water.
- Children should be taught about how to store safe drinking water.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

### 13.9.2018 (Thursday)

#### Water Harvesting Day

- Create and provide the Information, Education and Communication (IEC) material to students.
- Teacher and students to plan and implement simple water harvesting structures in school.
- **Upload Number of schools participated on google tracker and Photos, videos and publicity material on Google drive**

### 14.9.2018 (Friday)

#### Prize Distribution Day

- Prize distribution for participation of children, teachers and parents in competitions viz. Painting, Essay, Debate and Quiz 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.
- **Number of Schools participated to be updated on tracker**
- **Top 3 winning entries each of painting and essay writing competition at state level to be uploaded on Google drive**



**15.9.2018 (Friday)**

Swachhata Hi Seva Day

- Launch of "Swachhata Hi Seva" Day involving all students
- Shramdaan by students of class VI-XII by participating in outdoor swachhata campaigns.
- Class III-V students to participate in handwashing/soap campaign.
- Students to be encouraged to write postcards to the Hon'ble Prime Minister describing their contribution towards swachhata and making commitments for future contributions.
- **Upload on the google tracker the Number of students participated in shramdaan activities - (i) Handwashing/soap campaign by students of Class III-V, (ii) outdoor swachhata campaign by students of class VI-XII and (iii) Number of students who address postcards to Hon'ble Prime Minister**
- **Upload Photos, videos and publicity material of shramdaan activities on Google drive.**

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