

102/1-5 E-3175696

14/09/2024

रेल डिब्बा कारखाना, कपूरथला

कार्यालय
प्रधान मुख्य अभियंता
प्रशासनिक भवन
रेडिका, कपूरथला

पत्रांक : RCF/CE/Genl./Spl.cleanliness campaign/59.

दिनांक - 14.09.2024

विषय:- Schedule of Swachhata Hi Seva Campaign (14th Sep. to 01st Oct. 2024) and Swachhata Pakhwada Campaign (01st Oct. to 15th Oct., 2024)

- सन्दर्भ:-** i) PED/ME/EnHM & Proj./ Rly. Bd's letter No. 2024/EnHM/08/01/Sw.Pakh.
Dated 26.03.2024.
ii) C& CEO Rly. Bd's letter No. 2024/EnHM/08/01/SHS dated 30.08.2024.
iii) PED/ME/EnHM & Proj./ Rly. Bd's letter No. 2024/EnHM/8/01/SHS dated 10.09.2024.
iv) PED/ME(EnHM & Proj.)/ Rly. Bd's letter No. 2024/EnHM/08/01/SHS
Dated 14.09.2024.

In reference to the above, day to day activity program for SHS-2024 and Swachhata Pakhwada Campaign-2024 will be carried out in RCF premises as per following scedule:

Date	Activities	Nodal Officer
17.09.2024	✓ Swachhata Pledges(copy enclosed)	PCPO
	✓ Public awareness for SHS comapign and Shramdan at work place	All PHOD's
	✓ Plantation drive in West Colony under the campaign "Ek Ped Maa Ke Naam".	PCE

Date	Activities	Nodal Officer
18.09.2024	✓ Organisation of Safai Mitra Suraksha Shivirs, health and welfare camp in LLR Hospital. Note :- A worker who is either a direct employee, contracted, or outsourced by local bodies to carry out key swachhata functions such as road sweeping, door to door collection of waste from households, mechanical desludging of sewers and septic tanks etc.	PCMO PCPO
	✓ Cleaning of Hospital premises.	

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Date	Activities	Nodal Officer
19.09.2024	✓ Organizing Marathon/run or cyclothon.	President RCFSa
	✓ Cleaning of Type-I (701 to 792) area.	PCE

Date	Activities	Nodal Officer
20.09.2024	✓ Organizing SBM sports games	President RCFSa
	✓ Cleaning of MRS stadium & surroundings.	PCE

Date	Activities	Nodal Officer
21.09.2024	✓ Plantation drive in Waris Shah Hall area.	PCE
	✓ Cleaning of Type-IV/DS (94 to 129) area.	

Date	Activities	Nodal Officer
23.09.2024	✓ Promoting alternate items to discontinue use of single use plastic. <u>Counselling of all shopkeepers to discontinue use of single use plastic.</u> Br	PCE
	✓ Cleaning of shopping complex	

Date	Activities	Nodal Officer
24.09.2024	✓ Door to door awareness campaign	PCE
	✓ Cleaning of Type-III (301 to 357) Area	

Date	Activities	Nodal Officer
25.09.2024	Engagement with school children by conducting Poetry, Essay writing, Painting Competition, poster & Swachha quizzes etc.	PCPO
	✓ Cleaning of Primary, Middle & Sr.Sec. Schools	PCE

Date	Activities	Nodal Officer
26.09.2024	Cleaning of Admin and workshop canteens & Surroundings.	PCPO
	✓ Cleaning of Type-II (401 to 472) area.	PCE

Date	Activities	Nodal Officer
27.09.2024	Organizing Swachh Bharat Cultural Fest	PCPO
	Cleaning of Waris Shah Hall & Hockey Stadium area.	PCE

Date	Activities	Nodal Officer
28.09.2024	Inauguration of new toilets constructed at worker's club and community hall.	PCE
	Cleaning of base kitchens in staff canteens, community hall, worker club, supervisor club etc. & surroundings.	All concerned officers

Date	Activities	Nodal Officer
30.09.2024	Mass Scale cleanliness drives in Lake premises including cleaning of boating channel.	PCE

Date	Activities	Nodal Officer
01.10.2024	Nukkad Natak to be conducted at Shopping Complex.	PCPO
	Creation of selfie booth on swachhata theme-2024.	CPRO
	Cleaning of Type-II (591 to 696) area.	PCE

Date	Activities	Nodal Officer
02.10.2024	Swachhta awareness rally will be organised. All officers and supervisors shall participate in rally. Route of rally and location of plantation will be informed in advance.	PCE

Date	Activities	Nodal Officer
03.10.2024	Cleaning of qtrs. (1001 to 1034, 358 to 373, 130 to 143) Area and parks.	PCE

Date	Activities	Nodal Officer
04.10.2024	Cleaning of Ircon & station quarters area.	PCE
	Cleaning of Gurdwara to Bholu Chowk area.	
Date	Activities	Nodal Officer
05.10.2024	* Cleaning of west colony Area	PCE

Date	Activities	Nodal Officer
✓ 07.10.2024	Cleaning of railway track in workshop area and pump houses.	PCME PCE
	Cleaning of Type-IV (SS) & Type-V area.	PCE

Date	Activities	Nodal Officer
✓ 08.10.2024	Cleaning of Sheet Metal shop, Shell Assembly shop and surroundings	PCME
	Cleaning of Type-I (793 to 903) area.	PCE

Date	Activities	Nodal Officer
✓ 09.10.2024	Cleaning of Wheel Shop, Bogie shops and surroundings	PCME
	Cleaning of Type-II (473 to 590) area	PCE

Date	Activities	Nodal Officer
✓ 10.10.2024	Cleaning of Mill Wright, transport shops, M & C Lab and its surroundings	PCME
	Cleaning of Furnishing Depot	PCMM

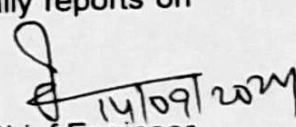
Date	Activities	Nodal Officer
11.10.2024	Cleaning of Carpentry, Train Light shops and its surroundings	PCME
	Cleaning of Shell Depot	PCMM
	All Pump Houses, water installation and STPs and its surroundings in township area.	PCE, PCEE

Date	Activities	Nodal Officer
✓ 14.10.2024	Promotion of alternatively environment friendly material in place of single use plastic.	PCE
	Cleaning of Machine shops, New paint shop and its surroundings	PCME
	Cleaning of Civil Engg. Office and its surroundings	PCE

Date	Activities	Nodal Officer
✓ 15.10.2024	Cleaning of Furnishing & Finishing Shop and its surroundings	PCME
	Cleaning of Scrap Yard and its surroundings	PCMM

The copies of letters under reference are also enclosed herewith for better appreciation of detailed activities to be performed on scheduled dates. All activities during SHS-2024 are to be uploaded on the specially curated IT Portal for SHS 2024. Day to day activities, observed during SHS & Swachhata Pakhwada, with high resolution pictures are to be regularly furnished to Railway Board in PDF as well as soft copy in MS word and also to be uploaded on Swachhata Samiksha Portal & myGov portal as advised in aforesaid & consolidated Swachhata Pakhwada guidelines.

Hence, It is requested that all the nominated officers shall share high resolution pictures in PDF as well as soft copy in MS word with undersigned for uploading the daily reports on Railway Board SHS and Swachhata Pakhwada Portals.


Dy. Chief Engineer
RCF/Kapurthala

Copy to:

1. All PHODs & HODs Concerned Officers.
2. Secretary to GM :- For kind Information of GM.
3. CPRO – Please arrange to provide Photographer to take high resolution photographs during the SHS & Swachhata Pakhwada. Due coverage of drive should be ensured on social/print/electronic media as per schedule given above.