



VALLABHBHAI PATEL CHEST INSTITUTE

University of Delhi,
Delhi - 110 007

Ref.No. Admn-II/DU SBM/2023/1705(A)

Date: 19.10.2023

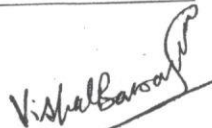
CIRCULAR

Sub: Day-wise action plan for organizing the Special Cleanliness Drive under Swachh Bharat Mission from 23.10.23 to 09.11.23

With reference to the University of Delhi's circular letter to the colleges/institutions dt 10.10.2023 regarding conduct of special cleanliness drive under Swachh Bharat Mission in colleges / institutions till mid of second week of November 2023, the following day-wise activities shall be organized by VPCI. All staff and students are requested to actively participate in the special cleanliness drive by ensuring cleanliness and order in and around their respective departments / sections / hostel rooms and campuses.

S.No.	Date	Activity
•	19 – 22 Oct 2023	i) Display of banners / posters on Swachhta Pakhwada at all main gates. ii) Carrying out cleaning & washing inside and outside of all departments/sections, gardens, open areas and periphery of the Institute compounds. iii) Ensuring sufficient number of waste-bins for segregation in hospital/institute premises. iv) Plantation of flowering plants and beautifying the garden area with grass beds. v) Distribution of hygiene related educational pamphlets, paper soaps, sanitizer pouches for free distribution to visitors / community.
•	25 – 31 Oct 2023	i) Carrying out Swachhta Pakhwada in the hospital wing premises including OPDs, wards, duty rooms, lobbies, laboratories, RICU, emergency, registration counters, record room, workstations, stairs, patient waiting halls, toilets, open areas, parking areas and dustbins, ii) Cleaning/polishing of floor/wall tiles inside hospital departments/ premises. iii) Sanitization/fumigation of all premises wherever required.
•	01 – 09 Nov 2023	i) Cleanliness Pakhwada in VPCI main building, multi-storey buildings' inside and outside premises including lobbies, laboratories, stairs, lift, parking and other open spaces. ii) Cleaning, clearing of all residential areas, staff quarters.
•	10 Nov 2023	Uploading of photos / videos on Institute's web-portal and sending selected media to the University by email as required.

This issues with the approval of the competent authority.


Dr. Vishal Bansal
Nodal Officer (SAP)

CC to:

1. All HoDs – to bring the circular to attention of staff / students in their respective departments.
2. Sh. Arun Kumar, JE / Sh. Jogendra Singh, I/c House keeping / Sh. KK Singh, Caretaker
– to coordinate with AR(Admn-I) for making necessary arrangements for implementation of activities as per the above Action Plan.
3. STA(Photography) / IIC (Website Division)
– to record the day-to-day cleanliness campaign (before and after) and handover photographs/videos to Website Division for uploading on the VPCI website & emailing to the University at collegebranch@gmail.com with copy marked to Administration.
4. PS to Director / PA to Deputy Registrar – for information.
5. All Notice Boards