



VALLABHBHAI PATEL CHEST INSTITUTE

University of Delhi,
Delhi - 110 007

CIRCULAR

Ref.No. Admn-II/SwachhtaPakhwada/2025/ 02

Date: 01st April 2025

Sub: Observance of Fortnight Swachhta Pakhwada from 01st to 15th April 2025 in Central Government Hospitals/Institutes.

Ref: Ministry of Health & FW, Govt. of India's circular letter No. Z.28015/27/2024-H-II (FTS: 8308822) dated 06.12.2024.

With reference to the Ministry of Health & Family Welfare, Govt. of India's directives regarding observance of SwachhtaPakhwada from 1st April to 15th April 2025 by the Ministry along with hospitals/institutions under their aegis, the following activities shall be organized by VPCI as follows:

S.No.	Date	Activity
1.	01-15.04.25	<ul style="list-style-type: none">i) Cleanliness Pakhwada in the hospital wing premises including OPDs, wards, laboratories, RICU, emergency, registration counters, record room, workstations, stairs, patient waiting halls, toilets, open areas, parking areas and dust-bins.ii) Cleaning, clearing of all residential areas, staff quarters.iii) Cleaning/polishing of floor/wall tiles inside hospital departments/ premises.iv) Sanitization/fumigation of premises including residential areas as needed.
2.	01-15.04.25	<ul style="list-style-type: none">i) Display of banners / posters displaying "<u>Swachhta Pakhwada from 1st April to 15th April 2025</u>" at all main gates.ii) White-washing & painting of all main gates, compound walls, painting murals <u>wherever necessary</u>.iii) Disposal / removal of old files, weeding out old records, auction of obsolete / unserviceable items & equipment.iv) Ensuring installation of sufficient number of waste-bins for segregation in hospital/institute.v) Plantation of flowering plants and beautifying the garden area with grass beds.vi) Ensuring display of tobacco-free-zone posters / Covid protocols in all public places inside hospital/institute.vii) Procurement of hygiene related educational pamphlets, paper soaps, sanitizer pouches for free distribution in community.
3.	01-15.04.25	Ensuring segregation of biodegradable / non-biodegradable waste material under biomedical waste management programme.
4.	02.04.25	<ul style="list-style-type: none">i) Swachhta Pledge at 10 AM on 02.04.25 - By SO/AR(Admn-II)ii) Swachhta Pakhwada badges - to be worn by employees during Pakhwada.iii) Pasting Swachhta Pakhwada sticker labels on OPD cards - By Sh. KK Singh

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5.	02.04.25	Organizing Swachhta sensitization programme for visitors and distribution of leaflets – <i>By Sh. Jogendra Singh</i>
6.	03.04.25 / 04.04.25 /	Organizing a seminars on - i) hand wash hygiene for nursing staff ii) biomedical waste management - <i>By Mrs. Usha Kumari</i>
7.	05.04.25 / 06.04.25 / (Holidays)	Carrying out cleaning & washing inside and outside of all departments/sections, open areas and periphery of the Institute premises – <i>By Sh. Jogendra Singh</i>
8.	06.04.25 / 07.04.25	Organizing a seminars on - i) good lab practices ii) pollution and health effect - <i>By Mrs. Usha Kumari Mrs. Dessy Benoy</i>
9.	08.04.25 / 09.04.25	Organizing Swachhta rally and distribution of T-shirts/caps/ badges/leaflets on swachhta pakhwada - <i>By Sh. Satish Kumar</i>
10.	10.04.25	----- Public Holiday-----
11.	11.04.25	Organizing a seminar / mock drill on fire-safety - <i>By Sh. Arun Kumar, JE</i> Whitewashing / painting if required – <i>By JE (Civil) - By Sh. KK Singh</i>
12.	12.04.25 / 13.04.25 (Holidays)	i) Visit to residential quarters / Patel Niwas Students Hostel to check on cleanliness and hygiene / ii) Organizing swachhta camps in VPCI residential complexes Distribution of dustbins / indoor plants in residential areas iii) Plantation of flowering plants & beautifying the gardens <i>ii & iii - By Sh. KK Singh</i>
13.	14.04.25 / 15.04.25	Visiting all departments to inspect cleanliness and preparation of report for submission to the Ministry.

This issues with the approval of the competent authority.


AR (Admn-II)

CC to:

1. PS to Director for information
2. PS to Deputy Registrar
3. Dr. Vishal Bansal, Nodal Officer (SAP)
- to coordinate with all individuals / departments for implementation of the above activities
4. All HoDs – to bring to attention of staff / students in their respective departments.
5. JE (Civil) Maintenance Cell
- to make necessary arrangements / procurement of materials for implementation of activities as per the above Action Plan
- to make arrangements for photography of the activities on a day-to-day basis during the campaign period.
6. Mr. Jogendra Singh, STA & Mr. KK Singh, Caretaker
- to supervise housekeeping / gardening and beautification activities during the campaign period
7. I/C (Website Division)
- to upload the photographs/videos to Website Division for uploading on VPCI websites / Swachhta Samiksha Portal as directed by the Nodal Officer
8. All Notice Boards.
9. Office copy.
10. Master Copy.