

EDN-H (21) F (7) 38/2015-Environment -L

Directorate of Higher Education

Himachal Pradesh Shimla -1

Tel: 0177-2653120, Extn234 FAX: 2812882 Email: genvr@redifmail. Com

Dated: Shimla the 09 June , 2015

To

All the Deputy Directors (Higher Education),
Himachal Pradesh.



Subject: - **Regarding Action Plan for Swachh Bharat by 2019.**

Memo,

With reference to D.O.letter No.561/2/2/2014-CA.IV. dated 27th November ,2014 from the Cabinet secretary,GOI, received through Principal Secretary (RD) to the Government of Himachal Pradesh Shimla-2 vide his letter no. SMG-19/2010-I- RDD-SBM -G on the subject cited above,the Action Plan for Swachh Bharat upto 2019(both annual and five year) of the Department of Higher Education is enclosed.

You are directed to take necessary action in this matter and issue directions to the quarter concerned to strictly follow Annual action Plan for 2014-15 and Five Year action plan 2014-19 as per enclosed annexure -I and annexure-II to achieve the utmost aim of "Swachh Bharat Swachh Vidyalaya Abhiyan" by 2019.

You are further directed to inspect the schools in a regular manner to monitor the cleanliness programs viz. Annual action Plan/ Five Year action plan 2014-19 under 'Swachh Bharat Swachh Vidyalaya Abhiyan' and send the action taken report (ATR) quarterly to this office, positively.

Encls. As above.

(Dinkar Burathoki)
Director of Higher Education
Himachal Pradesh Shimla-1

Endst. Even no. Dated Shimla- the 09 June, 2015

Copy for information and further necessary action to

1. The Addl. Chief Secretary (Education) to the Government of H.P.
2. The Principal Secretary (RD) to the Government of H.P.
3. Technical officer.IT Cell, Dte. of Hr. Edu. to upload the Annual and Five year Action Plan on departmental website .
4. Guard file.

(Dinkar Burathoki)
Director of Higher Education
Himachal Pradesh Shimla-1

**Five Year Action Plan for 2014-2019 under "Swachh Bharat Swachh Vidyalaya Mission"
for all schools/ Educational Institutions of H.P. State**

Sr. No.	Months	Year 2014-15/ 2015-16/ 2016-17/ 2017-18/ 2018-19
		Activities
1.	January February March	<p><u>Main Agenda:-</u></p> <ol style="list-style-type: none"> 1 Identification of schools without toilets for both Boys and Girls. 2 Monitoring of the schools given to actual agencies i.e Air Port Authority of India, SJVN etc. for construction of toilets. 3 Identification of schools where land is not available for construction of toilets. 4 Renovation of the non-functional toilets in the schools. <p><u>Weekly Activities:-</u></p> <ol style="list-style-type: none"> 1 Every Monday Pledge of cleanliness to be taken by the students. 2 Every Tuesday talks by a few children and teachers on different aspects of cleanliness/personal hygiene in the school Assembly. 3 Clean toilets and its surrounding on every Wednesday and Saturday . Provision of soap for hand wash in toilets(Proper demonstration of hand washing with soap). 4 Inculcate the habit of hand wash with soap before and after taking MDM. 5 Installation of wash basin in all the schools/ offices and provision of soap for hand wash. 6 Clean play grounds on every Tuesday and Saturday. 7 Cleaning self:- (a) Daily bath. (b) Clean clothes, (c) nail trimming etc. 8 Daily cleaning of the class rooms by the respective class students. <p><u>Monthly Activities:-</u></p> <ol style="list-style-type: none"> 1. Every month on 1st Monday rally of Swachhta Awareness. 2. Every month on 2nd Friday clean drinking water tank. 3. Every month on 3rd Wednesday cleanliness of kitchen sheds, stores, library, laboratory, statue (if any) installed in the school. 4. "Swachh Bharat Swachh Vidyalaya Mission" will be the one of the main Agenda of meetings of School Management Committees. 5. Cleaning and Maintenance of school gardens on 1st Saturday of the month. 6. Organize essaywriting, debates and painting competitions on cleanliness and hygiene. 7. Swachh Bharat Mission should be the main Agenda of SMC. 8. Inspection of ten (10) schools by the DDHEs and two (2) schools by Asst. Dirs from DHE in regular manner to check the cleanliness programme in all the schools under "Swachh Bharat Swachh Vidyalaya Mission". 9. Best House Award' to the house maintaining best cleanliness in the school. <p><u>Quarterly Activities:-</u></p> <ol style="list-style-type: none"> 1. Competition amongst houses of the schools for best cleanliness. 2. Holding mothers committee meeting and aware them about cleanliness. 3. Prepare the ATR (action taken report) regarding "Swachh Bharat Swachh Vidyalaya Mission" and submission of report in time to the DDHEs concerned. 4. Interactive sessions with Doctor on the issues related to health and cleanliness. <p><u>Annual Activities:-</u></p> <ol style="list-style-type: none"> 1. Annual maintenance of the school buildings including white wash and paints. 2. 'Best house Award', 'Best Clean Boy' and 'Best Clean Girl' award for cleanliness to be given in "Annual Prize Distribution Function". 3. Propagation of School Sanitation Reward Scheme for encouraging students to maintain cleanliness. <p><u>Other necessary Activities:-</u></p> <ol style="list-style-type: none"> 1. Repetition of all six activities on 5th Sept. to 11th Sept. & 14th Nov. to 19th Nov. <ol style="list-style-type: none"> (g.) Clean School and Anganwadis. (h.) Clean Surrounds e.g. playgrounds. (i.) Clean self (Personal Hygiene/ Child Health) (j.) Clean Food. (k.) Clean Drinking Water. (l.) Clean Toilets. 2. Global Hand Washing Day be observed on 15th Oct. 3. World Toilet Day be observed on 19th Nov. 4. Speedup the completion of toilets separate for boys & girls in all the left out schools and make them

		functional and also inculcate the habits among all the school children to clean the toilets properly after use and also wash hands properly as well, so that proper hygiene could be ensured among school children. 5. To make provision for incinerator i.e. earthen tumbler for disposal of sanitary napkins. 6. Ensuring plantation of locality specific plants for clean environment.
	April, May, June	Repeat all the above mentioned activities.
3.	July, Aug., Septem ber	-do-
4.	Oct., Nov., Decemb er.	-do-

SCHOOLS/ EDUCATIONAL INSTITUTIONS

Annexure-I

Annual Action Plan for 2014-2015 under "Swachh Bharat Swachh Vidyalaya Mission" for all schools/ Educational Institutions of H.P. State.

Sr. No.	Months	Activities
1.	January, February, March	<p><u>Main Agenda of the Annual Plan:-</u></p> <ol style="list-style-type: none">1. Speedup the completion of toilets separate for boys & girls in all the left out schools and make these functional.2. Installation of wash basins in all the schools/ offices and provision of soap for hand wash.3. Speedup the completion of fresh piped drinking water in all the left out schools with the help of Irrigation & Public Health Department of H.P.4. Renovation of the non-functional toilets in the schools. <p><u>Weekly Activities:-</u></p> <ol style="list-style-type: none">1. Every Monday Pledge of cleanliness to be taken by the students.2. Every Tuesday talks by a few children and teachers on different aspects of cleanliness/personal hygiene in the school Assembly.3. Clean toilets and its surroundings on every Wednesday and Saturday. Provision of soap for hand wash in toilets (Proper demonstration for hand washing with soap).4. Inculcate the habit of hand wash with soap before and after taking MDM.5. Clean play grounds on every Thursday and Saturday.6. Cleaning self:- (a) Daily bath. (b) Clean clothes, (c) nail trimming etc.7. Daily cleaning of the class rooms by the respective class students. Encourage the use of dustbins). <p><u>Monthly Activities:-</u></p> <ol style="list-style-type: none">1. Every month 2nd Friday clean drinking water tank.2. Every month 3rd Wednesday cleanliness of kitchen sheds, stores, library, laboratory, statue (if any) installed in the school.3. "Swachh Bharat Swachh Vidyalaya Mission" will be the one of the main Agenda of meetings of School Management Committees.4. Inspection of ten (10) schools by the DDHEs and two (2) schools by Asst. Directors from DHE in regular manner to check the the cleanliness programme in all the schools under "Swachh Bharat Swachh Vidyalaya Mission".5. 'Best House Award' to the house maintaining best cleanliness in the school. <p><u>Quarterly Activities:-</u></p> <ol style="list-style-type: none">1. Prepare the ATR (action taken report) regarding "Swachh Bharat Swachh Vidyalaya Mission" and submission of report in time.2. Talk by any Doctor from Hospital Ayurvedic / Allopathic on the issues related to health due to cleanliness. <p><u>Annual Activities:-</u></p> <ol style="list-style-type: none">1. Annual maintenance of the school buildings including white wash and painting.2. 'Best House Award', 'Best Clean Boy' and 'Best Clean Girl' for cleanliness to be given in "Annual Prize Distribution Function"3. Propagation of ' School Sanitation Reward Scheme ' for encouraging students to maintain cleanliness <p><u>Other necessary Activities:-</u></p> <ol style="list-style-type: none">1. Repetition of all six activities on 5th Sept. to 11th Sept. & 14th Nov. to 19th Nov. (a) Clean School . (b) Clean Surroundings including playgrounds. (c) Clean self (Personal Hygiene/ Child Health) (d) Clean Food. (e) Clean Drinking Water. (f) Clean Toilets.

		<ol style="list-style-type: none"> 2. Global hand Washing Day be observed on 15th Oct. 3. 19th November be observed as 'World Toilet Day'. 4. Speedup the completion of toilets separate for boys & girls in all the left out schools and make them functional and also inculcate the habits among all the school children to clean the toilets properly after use and also wash hands properly as well, so that proper hygiene could be ensured among school children. 5. To make provision for incinerator i.e. earthen tumbler for disposal of sanitary napkins. 6. Ensuring plantation of locality specific plants for clean environment
2	April, May, June	Repeat all the above mentioned activities.
3	July, Aug., September	-do-
4	October, November, December.	-do-

Five Year Action Plan for 2014-2019 under "Swachh Bharat Mission" for all Educational Offices of H.P. State.

Sr. No.	Months	Year 2014-15/ 2015-16/ 2016-17/ 2017-18/ 2018-19
		Activities
1.	January, February, March	<p><u>Daily Activities:-</u></p> <ol style="list-style-type: none"> 1 Cleaning of toilets daily (provision of soap for hand wash). 2 Installation of wash basin in all the offices and provision of soap for hand wash. 3 Sweeping of the office rooms and varanda and its surroundings daily. 4 .Renovation of the non-functional toilets in the offices.. <p><u>Weekly Activities:-</u></p> <ol style="list-style-type: none"> 1.1st and 3rd Saturday clean shelves, files, tables, office rooms, store, surroundings, library, computer systems, from 4:00 to 5:00 pm. <p><u>Monthly Activities:-</u></p> <ol style="list-style-type: none"> 1. Time to time send the reminder to offices/ schools under your offices regarding "Swachh Bharat Mission". 2 .Inspection of schools by the DDHes/Asst. Dirs from DHE time to time in a regular manner to maintain the cleanliness programme in all the schools under "Swachh Bharat Swachh Vidyalaya Mission". <p><u>Quarterly Activities:-</u></p> <ol style="list-style-type: none"> 1 Prepare the ATR (action taken report) regarding 'Swachh Bharat Mission' and send it to this office in time. <p><u>Annual Activities:-</u></p> <ol style="list-style-type: none"> 1. Annual maintenance of the buildings including white wash and painting. 2 Maintenance of drain pipes and cleanliness of drains . <p><u>Other necessary Activities:-</u></p> <ol style="list-style-type: none"> 1. Observation of Global Hand Washing Day on 15 Oct. 2. On 19th November observe 'World Toilet Day'. 3. Ensuring 'No smoking' and 'Clean the office' etc. posters are displayed in your office. 4. Necessary plantation.
2	April, May, June	Repeat all the above mentioned activities.

3	July, August, September	-do-
4	October, November, December.	-do-

All Educational Offices

Annexure-I

Annual Action Plan for 2014-2015 under "Swachh Bharat Mission" for all Educational Offices of H.P. State.

Sr. No.	Months	Activities
1.	January, February, March	<p><u>Daily Activities:-</u></p> <ol style="list-style-type: none">1. Cleaning of toilets daily (provision of soap for hand wash).7. Installation of wash basin in all the offices and provision of soap for hand wash.3. Sweeping of the office rooms and varanda and its surroundings daily.8. Renovation of the non-functional toilets in the offices.. <p><u>Weekly Activities:-</u></p> <ol style="list-style-type: none">1. 1st and 3rd Saturday cleaning of shelves, files, table, office room, store, surrounding, library, computer systems, office rooms from 4:00 to 5:00 pm. <p><u>Monthly Activities:-</u></p> <ol style="list-style-type: none">1. Time to time send the reminder to offices/ schools under your offices regarding "Swachh Bharat Mission".2. Inspection of schools by the DDHEs/Asst. Dirs from DHE time to time in a regular manner to maintain the cleanliness programme in all the schools under "Swachh Bharat Swachh Vidyalaya Mission". <p><u>Quarterly Activities:-</u></p> <ol style="list-style-type: none">1. Prepare the ATR (action taken report) regarding 'Swachh Bharat Mission' and send it to this office in time. <p><u>Annual Activities:-</u></p> <ol style="list-style-type: none">1. Annual maintenance of the buildings including white wash and paints.2. Maintenance of drain pipes and cleanliness of drains . <p><u>Other necessary Activities:-</u></p> <ol style="list-style-type: none">1. Observing of Global Hand Washing Day on 15 Oct.2. On 19th November observe 'World Toilet Day'.3. Ensuring 'No smoking' and 'clean the office' etc. posters are displayed in your office properly.4. Necessary plantation.

2	April, May, June	Repeat all the above mentioned activities.
3	July, August, September	-do-
4	October, November, December.	-do-