

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

Sutradhara Division

ID Note

Date: 21<sup>st</sup> November, 2014

As you are aware that our institute is taking various measures for bringing more cleanliness in its premises following actions further are to be taken as discussed during the meeting with Secretary, Ministry of Culture on 19.11.2014:-

- i) Film on Swachta to be expedited by Kala Kosa division.  
{Action HOD (KK)}
- ✓ ii) A separate window to be opened in our website for display of various circulars, activities, photo images on Swachhta Aviyan .  
{Action: Director (CIL)}
- iii) IGNCA to include 'Swachta Aviyan' component for children through Bal Jagat programme.  
{Action: PD (KD)}
- iv) Activity plan for five years to be sent to Ministry of Culture.  
{Action: Consultant (S&S)}
- v) IGNCA has to take up the issues like disable friendly toilet, modern sewage system, solid waste management plan, ground water recharging including roof top rain water harvesting and total sanitation plan.  
{Action: Consultant (CE)}
- vi) IGNCA should be declared as plastic free/litter free zone.  
{Action: Consultant (S&S)}
- vii) Display board on cleanliness slogan to be placed in various places on the fencing/ boundary.  
{Action: Consultant (S&S)}
- viii) To approach NDMC for adoption of surrounding places so that cleanliness can be maintained in and around IGNCA.  
{Action: Consultant (S&S)}
- ix) To approach NGOs for disposal of office waste and obtained stationery items in lieu of waste.  
{Action: Consultant (S&S)}

- x) To develop housekeeping monitoring mechanism as a part of swacchta Aviyan.

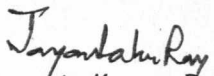
{Action: Consultant (S&S)}

- xi) The cleanliness competition scheme amongst the division within IGNCa to be expedited.

(Action: Consultant (S&S))

- xii) IGNCa has to include some activity in every programme/function like "pick one trash, pick one candy" for children whenever they visit our institute.

{Action: Consultant (S&S)}

  
(Jayanta Kumar Ray)  
Director (Admn.)

To

- i) HoD (KK)
- ii) Director (CIL)
- iii) PD (KD)
- iv) Consultant (S&S)
- v) Consultant (CE)

Copy to:

- i) PS to Member Secretary
- ii) Sr. PA to Joint Secretary