

**F.No.7/13(21)/2014-SD/S&S**  
**INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS**  
**SUTRADHARA DIVISION(S&S)**

Date: 5<sup>th</sup> May, 2015

**Subject: Report on “SWACHH BHARAT ABHIYAN” – regarding.**

Reference Ministry of Culture letters No.9-13/14-GA dt.23<sup>rd</sup> September, 2014, 29<sup>th</sup> September, 2014 and 1<sup>st</sup> October, 2014 on the subject and further to our mail of 1<sup>st</sup> October, 2014.

The following activities have been carried out during the last two months related to Swachhta Abhiyan which may be included in the next return to MOC :-

- (a) A lot of exhibition material was stored in the basement of the new building. The material was as old as of twenty years and could have been a fire hazard. A Committee of officials of IGNC A has been formed to identify and categorize the material for archival, digitization, display in lobbies and galleries and for disposing of the material. The most of the material has been identified for disposal and same has been removed from these places for disposal. The basements have been cleaned for the dust and have been brought to a reasonably clean and hygienic place.
- (b) A lot of dry leaves arised during the autumn season. These leaves have been put into the compost pits duly covered with soil to make the place clean.
- (c) The new building has as many as fourteen stair cases, including fire exists, wherein lot of unused items such as empty cartons etc. were stored. All the items kept in the staircases have been removed and these staircases are cleaned on regular basis to keep neat & clean.
- (d) A meeting was held to finalise the Five Year Calendar wherein experts from ‘Sulabh Internation’ attended a meeting. Annexed is the Five Year Calendar of IGNC A wherein one programme has been taken up as a Flagship Programme for each year.

Enclosures: As Stated above

(IP Singh)  
Consultant(S&S)

Consultant(CDN)

**Indira Gandhi National Centre for the Arts**

**Five year Calender For Swachhta Abhiyan**  
**2015-16**

1. **Production of Film on swachhata “ Cleanliness is Godliness” by Shri Umesh Aggarwal, a film maker.**
2. Categorisation of Exhibition Material stored in the basement of No. 5 Building and removal of exhibitions material, banners, posters which are not relevant.
3. Training of Housekeeping Staff.
4. Cleaning of drains and sewage lines for blockages.
5. Record Room to be made functional and work on proactive basis to store all records which are immediately not required at work place.
6. Making of compost pits to make manure out of dry leaves and other bio-waste which will serve two purposes, one area will get cleaned and two it will provide manure for plants.
7. Beautification of area outside boundary wall on all three sides on Janpath, Dr RP Road and Man Singh Road by planting grass, plants and shrubs.
8. Periodical weeding out of records.
9. Disposal of old furniture, exhibition material and packing cases etc.
10. Cleaning of all stair cases, including fire exits not in daily use, corridors, electric, AHU, blower and UPS rooms etc.
11. Providing of sufficient dustbins in the premises i.e. lawns, gates, toilets, corridors etc.
12. Periodical sensitisation of staff with regard to need for continuously maintaining cleanliness by organising ‘Shramdans’ and lectures.

**Indira Gandhi National Centre for the Arts**

**Five year Calender For Swachhta Abhiyan**  
**2016-17**

1. **Joint Conference in Collaboration with Sulabh International.**
  
2. Categorisation of Exhibition Material stored in the basement of No. 5 Building and removal of exhibitions material, banners, posters which are not relevant.
  
3. Training of Housekeeping Staff.
  
4. Cleaning of drains and sewage lines for blockages.
  
5. Record Room to be made functional and work on proactive basis to store all records which are immediately not required at work place.
  
6. Making of compost pits to make manure out of dry leaves and other bio-waste which will serve two purposes, one area will get cleaned and two it will provide manure for plants.
  
7. Beautification of area outside boundary wall on all three sides on Janpath, Dr RP Road and Mansingh Road by planting grass, plants and shrubs.
  
8. Periodical weeding out of records.
  
9. Disposal of old furniture, exhibition material and packing cases etc.
  
10. Cleaning of all stair cases, including fire exits not in daily use, corridors, electric, AHU, blower and UPS rooms etc.
  
11. Providing of sufficient dustbins in the premises i.e. lawns, gates, toilets, corridors etc.
  
12. Periodical sensitisation of staff with regard to need for continuously maintaining cleanliness by organising 'Shramdans" and lectures.

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**Five year Calender For Swachhta Abhiyan**  
**2017-18**

- 1. Dissemination of Film “ Cleanliness is Godliness” to School Children etc. On PAN India basis.**
2. Categorisation of Exhibition Material stored in the basement of No. 5 Building and removal of exhibitions material, banners, posters which are not relevant.
3. Training of Housekeeping Staff.
4. Cleaning of drains and sewage lines for blockages.
5. Record Room to be made functional and work on proactive basis to store all records which are immediately not required at work place.
6. Making of compost pits to make manure out of dry leaves and other bio-waste which will serve two purposes, one area will get cleaned and two it will provide manure for plants.
7. Beautification of area outside boundary wall on all three sides on Janpath, Dr RP Road and Mansingh Road by planting grass, plants and shrubs.
8. Periodical weeding out of records.
9. Disposal of old furniture, exhibition material and packing cases etc.
10. Cleaning of all stair cases, including fire exits not in daily use, corridors, electric, AHU, blower and UPS rooms etc.
11. Providing of sufficient dustbins in the premises i.e. lawns, gates, toilets, corridors etc.
12. Periodical sensitisation of staff with regard to need for continuously maintaining cleanliness by organising ‘Shramdans’ and lectures.

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**Five year Calender For Swachhta Abhiyan**  
**2018-19**

**1. Research on Perception of Cleanliness in Different Communities – JS Division.**

2. Categorisation of Exhibition Material stored in the basement of No. 5 Building and removal of exhibitions material, banners, posters which are not relevant.
3. Training of Housekeeping Staff.
4. Cleaning of drains and sewage lines for blockages.
5. Record Room to be made functional and work on proactive basis to store all records which are immediately not required at work place.
6. Making of compost pits to make manure out of dry leaves and other bio-waste which will serve two purposes, one area will get cleaned and two it will provide manure for plants.
7. Beautification of area outside boundary wall on all three sides on Janpath, Dr RP Road and Mansingh Road by planting grass, plants and shrubs.
8. Periodical weeding out of records.
9. Disposal of old furniture, exhibition material and packing cases etc.
10. Cleaning of all stair cases, including fire exits not in daily use, corridors, electric, AHU, blower and UPS rooms etc.
11. Providing of sufficient dustbins in the premises i.e. lawns, gates, toilets, corridors etc.
12. Periodical sensitisation of staff with regard to need for continuously maintaining cleanliness by organising 'Shramdans" and lectures.

**Indira Gandhi National Centre for the Arts**

**Five year Calender For Swachhta Abhiyan**  
**2019-20**

- 1. Exhibitions on Innovations in Cleaning Material.**
2. Categorisation of Exhibition Material stored in the basement of No. 5 Building and removal of exhibitions material, banners, posters which are not relevant.
3. Training of Housekeeping Staff.
4. Cleaning of drains and sewage lines for blockages.
5. Record Room to be made functional and work on proactive basis to store all records which are immediately not required at work place.
6. Making of compost pits to make manure out of dry leaves and other bio-waste which will serve two purposes, one area will get cleaned and two it will provide manure for plants.
7. Beautification of area outside boundary wall on all three sides on Janpath, Dr RP Road and Mansingh Road by planting grass, plants and shrubs.
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