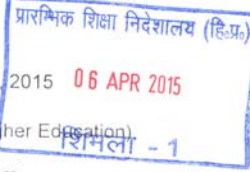


**MOST URGENT
PERSONAL ATTENTION**

No.EDN-H(Ele.)(4)4-10/2014-15 Swachhta
Directorate of Elementary Education
Himachal Pradesh.

Dated Shimla-171001,

April, 2015 06 APR 2015



To

1. All the Deputy Directors (Elementary/ Higher Education),
Himachal Pradesh.
2. All the Block Elementary Education Officers,
Himachal Pradesh.
3. All the Principal- DIETs,
Himachal Pradesh.

Subject- Regarding Annual Action Plan for 2014-15 and Five Year Plan 2014-19 regarding "Swachh Bharat Swachh Vidyalaya Mission".

Sir,

Please find enclosed herewith photocopy of D/O No. 561/2/2/2014-CA.IV, dated 27.11.2014 of Cabinet Secretary, Government of India received through Principal Secretary (RD) to the Government of Himachal Pradesh, Shimla-2 vide his letter No.SMG-19/2010-I-RDD-SBM-G(Review)-, dated 20.01.2015 on the subject cited above.

In this context, as you are already aware that the Hon'ble Prime Minister of India has launched a National Cleanliness Drive under the "Swachh Bharat Mission" on October 2nd, 2014 focusing on improving cleanliness in urban and rural areas by bringing about behavioral change. Therefore you are requested to strictly follow Annual Action Plan for 2014-15 and Five Year 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 requested to inspect the schools in a regular manner to monitor the cleanliness programs viz. Annual Action Plan/ Five Year Action Plan under "Swachh Bharat Swachh Vidyalaya Mission" and send the Action Taken Report (ATR) quarterly to this office.

Your personal attention in this regard would be highly solicited.

Encls:As Above.


DIRECTOR

April, 2015

Endst. No Even, dated Shimla-171001,

Copy for information to:-

1. The Additional Chief Secretary (Education) to the Government of Himachal Pradesh.
2. The Principal Secretary (R D) to the Government of Himachal Pradesh, Shimla-171002 w. r. t. his letter referred to above.
3. Guard file.


DIRECTOR

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 (the draft already issued).2. Clean toilets on every Monday and Thursday and clean its surrounding. (Note:- (a) provision of soap for hand wash in toilets and its use particularly before taking food. (b) Inculcate the habit of hand wash with soap before and after taking MDM among the school children and also after use of toilets in GPS and Anganwardi.3. Clean play grounds on every Tuesday and Saturday day.4. Daily cleaning the class rooms by the respective class students.5. School Houses to work on weekly basis to maintain cleanliness. <p><u>Monthly Activities:-</u></p> <ol style="list-style-type: none">1. Every month on 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 BEEOs/ DDEEs/ Principal DIETs and two (2) schools by CHT from 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” <p><u>Other necessary Activities:-</u></p> <ol style="list-style-type: none">1. On 19th November celebrate ‘World Toilet Day’.2. Repeation of all six activities on 5th Sept. to 11th Sept. & 14th Nov to 19th Nov.<ol style="list-style-type: none">(a.) Clean School and Anganwadis.(b.) Clean Surrounding e.g. playgrounds.(c.) Clean self (Personal Hygiene/ Child Health)(d.) Clean Food.(e.) Clean Drinking Water.(f.) Clean Toilets.3. To make provision for incinerator i.e. earthen tumbler for disposal of sanitary napkins.
2	April, May, June	Repeat all the above mentioned activities.
3	July, Aug., September	-do-
4	October, November, December.	-do-

SCHOOLS/ EDUCATIONAL INSTITUTIONS

Annexure-II

**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 school 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 (the draft already issued). 2. Every Wednesday and Saturday talks by a few children and teachers on different aspects of cleanliness/personal hygiene in the school Assembly. 3. Clean toilets on every Monday and Thursday and clean its surrounding. (Note:- (a) provision of soap for hand wash in toilets and its use particularly before taking food. (b) Inculcate the habit of hand wash with soap before and after taking MDM among the school children and also after use of toilets in GPS and Anganwardi. 4. Installation of wash basin in all the schools/ offices and provision of soap for hand wash. 5. Clean play grounds on every Tuesday and Saturday. 6. Cleaning self:- (a) Daily bath. (b) Clean cloths, (c) nail trimming etc. 7. Daily cleaning 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 in 1st Saturday of the month. 6. Organize essay, debates, 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 BEEOs/ DDEEs/ Principal DIETs and two (2) schools by CHT from 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. End of the quarter competition at school levels under different houses for best cleanliness of the school. 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. 4. 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’ award for cleanliness to be given in “Annual Prize Distribution Function”. <p><u>Other necessary Activities:-</u></p> <ol style="list-style-type: none"> 1. On 19th November celebrate ‘World Toilet Day’. 2. Repetition of all six activities on 5th Sept. to 11th Sept. & 14th Nov. to 19th Nov. <ol style="list-style-type: none"> (a.) Clean School and Anganwadis. (b.) Clean Surrounds e.g. playgrounds. (c.) Clean self (Personal Hygiene/ Child Health) (d.) Clean Food. (e.) Clean Drinking Water. (f.) Clean Toilets. 3. 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. 4. To make provision for incinerator i.e. earthen tumbler for disposal of sanitary napkins.
2	April, May, June	Repeat all the above mentioned activities.
3	July, Aug., September	-do-
4	Oct., Nov., December.	-do-