

ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਐਜੂਕੇਸ਼ਨ-ਕਮ-ਸਟੇਟ ਪ੍ਰੋਜੈਕਟ ਡਾਇਰੈਕਟਰ
ਪੰਜਵੀਂ ਮੰਜਿਲ, ਈ ਬਲਾਕ, ਵਿਦਿਆ ਭਵਨ, ਫੇਜ਼-8 ਐਸ.ਏ.ਐਸ ਨਗਰ(ਮੁਹਾਲੀ)

ਸਮੂਹ ਜਿਲ੍ਹਾ ਸਿੱਖਿਆ ਅਫਸਰ (ਐ.ਸਿ/ਸੈ.ਸਿ)
ਪੰਜਾਬ।

ਮੀਮੋ ਨੰ. Samagra/Smartschool/2022/37/58/32311 ਮਿਤੀ: 27.08.2022

ਵਿਸ਼ਾ: ਸਮੂਹ ਸਕੂਲਾਂ ਵਿੱਚ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2022 ਨੂੰ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਮਨਾਉਣ ਸਬੰਧੀ।

- 1.0 ਉਕਤ ਵਿਸ਼ੇ ਵੱਲ ਧਿਆਨ ਦੇਣ ਦੀ ਖੇਚਲ ਕਰਨਾ ਜੀ।
- 2.0 ਸਾਲ 2016 ਤੋਂ ਦੇਸ ਦੇ ਸਾਰੇ ਸਕੂਲਾਂ ਵਿੱਚ ਹਰ ਸਾਲ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਮਨਾਇਆ ਜਾਂਦਾ ਹੈ। ਸਾਲ 2022 ਦੇ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਦੇ ਕੈਲੰਡਰ ਅਨੁਸਾਰ ਸਵੱਛਤਾ ਪਖਵਾਤਾ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2022 ਤੱਕ ਮਨਾਇਆ ਜਾਣਾ ਹੈ। ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਵਿਦਿਆਰਥੀਆਂ, ਅਧਿਆਪਕਾਂ ਅਤੇ ਕਮਿਊਨਿਟੀ ਦੀ ਭਾਗੀਦਾਰੀ ਨੂੰ ਯਕੀਨੀ ਬਣਾਉਣ ਲਈ ਮਨਾਇਆ ਜਾਂਦਾ ਹੈ ਜਿਸਦਾ ਉਦੇਸ਼ ਸਕੂਲ ਕਮਿਊਨਿਟੀ ਵਿੱਚ ਕੇਵਿਡ ਨਾਲ ਸਬੰਧਤ ਤਿਆਰੀ ਨੂੰ ਉਤਸ਼ਾਹਿਤ ਕਰਨਾ ਅਤੇ ਸਕੂਲਾਂ ਵਿੱਚ ਸਫ਼ਾਈ ਅਤੇ ਸਵੱਛਤਾ ਨੂੰ ਲੰਬੇ ਸਮੇਂ ਤੱਕ ਬਣਾਈ ਰੱਖਣਾ ਹੈ।
- 3.0 ਸਵੱਛਤਾ ਪਖਵਾਤਾ 2022 ਮਨਾਉਣ ਲਈ ਭਾਰਤ ਸਰਕਾਰ ਵੱਲੋਂ ਐਕਸ਼ਨ ਪਲਾਨ ਤਿਆਰ ਕੀਤਾ ਗਿਆ ਹੈ ਜਿਸ ਅਨੁਸਾਰ ਮਿਤੀ 1.9.2022 ਤੋਂ 15.9.2022 ਤੱਕ ਕਰਵਾਈਆਂ ਜਾਣ ਵਾਲੀਆਂ ਗਤੀਵਿਧੀਆਂ ਦਾ ਸੰਖੇਪ ਵੇਰਵਾ ਹੇਠ ਅਨੁਸਾਰ ਹੈ ਅਤੇ ਡਿਟੇਲਡ ਐਕਸ਼ਨ ਪਲਾਨ ਨਾਲ ਨੱਥੀ ਹੈ:

Sr. No.	Date/Day	Activity
1	1.9.2022 (Thursday)	Swachhata Shapath Day
2	2.9.2022 (Friday)	Swachhata Awareness Day
3	3.9.2022-4.9.2022 (Saturday & Sunday)	Community Outreach Days
4	5.9.2022 (Monday)	Green School Drive Days
5	6.9.2022-7.9.2022 (Tuesday & Wednesday)	Swachhata Participation Days
6	8.9.2022-9.9.2022 (Thursday & Friday)	Hand Wash Days
7	10.9.2022-11.9.2022 (Saturday & Sunday)	Personal Hygiene Days
8	12.9.2022 (Monday)	Swachhata School Exhibition Day
9	13.9.2022-14.9.2022	Swachhata Action Plan Days
10	15.9.2022 (Thursday)	Prize Distribution Day

- 4.0 ਉਕਤ ਸਬੰਧੀ ਆਪ ਨੂੰ ਲਿਖਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਸਮੂਹ ਸਰਕਾਰੀ, ਏਡਿਡ ਅਤੇ ਪ੍ਰਾਇਵੇਟ ਸਕੂਲਾਂ ਨੂੰ ਹਦਾਇਤ ਕੀਤੀ ਜਾਵੇ ਕਿ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2022 ਨੂੰ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਮਨਾਇਆ ਜਾਵੇ ਅਤੇ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ, ਅਧਿਆਪਕਾਂ, ਮਾਪਿਆਂ ਅਤੇ ਸਥਾਨਕ ਲੋਕਾਂ ਆਦਿ ਦੀ ਸਮੂਲੀਅਤ ਨੂੰ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।
- 5.0 ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਵਿੱਚ ਗਤੀਵਿਧੀ ਵਾਇਜ਼ ਭਾਗ ਲੈਣ ਵਾਲੇ ਸਕੂਲਾਂ ਅਤੇ ਵਿਦਿਆਰਥੀਆਂ ਸਬੰਧੀ ਮੁੱਖ ਦਫ਼ਤਰ ਨੂੰ ਸੂਚਿਤ ਕੀਤਾ ਜਾਵੇ। ਹਰ ਜਿਲ੍ਹੇ ਵੱਲੋਂ ਪਖਵਾਤਾ ਅਧੀਨ ਹਰ ਦਿਨ ਦੀ ਫੋਟੋਗ੍ਰਾਫ਼,

ਵੀਡੀਓ ਅਤੇ ਚੋਜਨਾ Google Tracker (Data) and Google Drive (Photos, video and picture) ਤੇ ਅਪਲੋਡ ਕੀਤੀਆਂ ਜਾਣ। Google Tracker (Data) ਨੂੰ 30 ਅਗਸਤ ਤੋਂ 17 ਸਤੰਬਰ 2022 ਤੱਕ ਹਰ ਰੋਜ ਸਾਮ 4.00 ਤੱਕ ਵੱਖ-ਵੱਖ ਗਤੀਵਿਧੀਆਂ ਡਾਟਾ ਅਪਡੇਟ ਕੀਤਾ ਜਾਵੇ ਤਾਂ ਜੋ consolidated data ਭਾਰਤ ਸਰਕਾਰ ਨੂੰ ਭੇਜਿਆ ਜਾ ਸਕੇ।

6.0 ਹਰ ਜਿਲ੍ਹੇ ਵੱਲੋਂ 10 ਫੋਟੋਗ੍ਰਾਫ (2-5 MB) ਅਤੇ ਵੀਡੀਓਜ (3 minutes) Google Drive ਤੇ ਅਪਲੋਡ ਕੀਤੀਆਂ ਜਾਣ।

7.0 Google Tracker (Data) and Google Drive ਨੂੰ access ਕਰਨ ਸਬੰਧੀ steps & instruction ਪੱਤਰ ਨਾਲ ਨੱਥੀ ਹਨ। Google Tracker (Data) and Google Drive ਦਾ ਲਿੰਕ ਹੇਠ ਅਨੁਸਾਰ ਹੈ:

Google Drive Link:

https://drive.google.com/drive/folders/1AEuLWVQCyk6G_DeadNbYAPPfpJwCo0DJ?usp=sharing

Google Tracker

<https://docs.google.com/spreadsheets/d/1hThAN5NNvA5lr4ID0o6XsnKpJbHYCATE3FX69XA-0XQ/edit?usp=sharing>

ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਸਿੱਖਿਆ, ਪੰਜਾਬ

ਦਫਤਰ ਵਿਖੇ ਜਿਲਾ ਸਿੱਖਿਆ ਅਫਸਰ ਨੂੰ ਜਿਲਾ ਸਿੱਖਿਆ ਅਫਸਰ ਨੂੰ
 2022 ਵਿਖੇ 31.08.2022
 ਉਪਰੋਕਤ 2 ਉਪਰੋਕਤ ਸਕੂਲ ਸਿੱਖਿਆ ਨੂੰ ਤੇਜ਼ੀ ਨਾਲ
 ਜਿਲਾ ਸਿੱਖਿਆ ਅਫਸਰ ਨੂੰ 1 ਜੁਲਾਈ ਤੋਂ 15 ਜੁਲਾਈ ਤਕ ਸਕੂਲ, ਪਾਠਸ਼ਾਲਾ,
 ਮਾਧਿਅਮ, ਜਦੋਂ ਕਿ 21ਵੀਂ ਜੁਲਾਈ ਤੋਂ ਵੀਡੀਓ ਪਾਠ ਪਿਛੇ ਰਾਜ
 ਸਕੂਲ ਅਧਿਕਾਰੀ ਨੂੰ ਤੇ ਹੋਰ ਸਕੂਲ ਵਿਖੇ 20 ਜੁਲਾਈ ਤਕ
 ਕੀਤੀਆਂ ਜਾਣ।
 1 ਵੀਂ 5 ਪੰਨੇ

ਸਕੂਲ
 ਜਿਲਾ ਸਿੱਖਿਆ ਅਫਸਰ ਨੂੰ ਜਿਲਾ
 ਸਿੱਖਿਆ ਅਫਸਰ

Steps for accessing the Swachhata Pakhwada Google Tracker and Drive-2022 for Districts

- a) User Can simply login into their registered Gmail account
 - b) Copy the available link of tracker and paste in browser (Google Chrome)
 - c) Swachhata Pakhwada Tracker will open
 - d) Go to your district specific row, update the information for daily activity as mentioned in tracker
 - e) Select "Yes/No" from the option whether the material (photographs, videos and other publicity material) is uploaded in Google Drive
 - f) Next click on "Link" available in the tracker, it will redirect/navigate the user in to pre specified folder on Google drive, user can now add or upload the photos, videos or publicity material for daily activity
 - g) User may directly uploaded or add the material in their District folder available on Google drive from the link as provided
- Do not edit, modify or delete the pre-defined format for tracker
 - Do not edit, modify or delete the folders available on Google drive

TRACKER INSTRUCTIONS:

- 1) This tracker has to be updated DAILY by 4 pm from 30th August 2022 to 17 th September 2022 by all Districts
- 2) For each activity, not more than 10 high resolution photographs (2 MB- 5 MB) and high resolution videos (not exceeding 3 minutes each) per state need to be uploaded on the Google drive
- 3) Publicity material created for each activity (such as posters/ pamphlets etc.) also needs to be uploaded on the Google drive
- 4) For Swachhata Shapath Day, a translated English version of the Shapath needs to be uploaded on the Google drive (other than photos and videos)
- 5) For the Swachhata Participation Day, high quality scans of samples of good paintings and essays need to be uploaded on Google drive (other than photos and videos) for school/district and state level entries

Ministry of Education
Department of School Education & Literacy

Suggested Action Plan for Swachhata Pakhwada (1-15 September, 2022)

1.9.2022 (Thursday)

Swachhata Shapath Day

- Swachhata Shapath function may be organized wherein all students and teachers/staff may participate virtually. Children to speak about and take pledge for Swachhata (including COVID related preventive infection control measures related to mask, safe distancing, hand hygiene etc)
- Swachhata/COVID awareness message to be posted on the website of the Department/Organisations/Schools
- Electronic banners may be created and uploaded on the departmental/state web portals to highlight the observance of the Swachhata Pakhwada. Publicity and awareness generation may be done through use of social media, as well as electronic and print media
- **Upload the number of students who took Swachhata Shapath and the number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**

2.9.2022 (Friday)

Swachhata Awareness Day

- Holding virtual meeting of SMCs/SMDCs/PTAs to highlight the importance of cleanliness & sanitation and importance of Hand-washing. Use of Mask & Social Distancing among children, parents and teachers and to encourage and inspire them for hygiene and sanitation in school as well as home.
- Teachers to inspect sanitary facilities in each and every corner of school/ institution to do a quick assessment and make proposal/plan for upkeep of the facilities
- COVID- 19 sensitive adaptation for WASH facilities (hand wash facility, daily cleaning and disinfection, toilet/ urinal use, water facility use, ventilation, waste management, O&M etc) may be discussed with the local representatives. This may include ensuring - adequate, clean and separate toilets for girls and boys, supplies like - soap, handwash and safe water, disinfectants, PPE for specific purpose, cleaning staff etc
- A status check/review can be done for piped water supply connection in the school in view of Jal Jeevan mission

- A status check and augmentation plan with regard to water harvesting systems in the school may be taken up in view of the current **Jal Shakti Abhiyan - Catch The Rain, 2022** campaign
- Extensive cleaning/disinfection of toilets, MDM kitchen, classrooms, fans, doors, windows, clearing bushes in the campus to be undertaken. The local community may be involved in these activities with the participation of SMCs/PTAs and local representatives, while adhering to COVID-19 prevention measures and involvement in restricted numbers.
- Weeding out/recording of the old files, records as per procedure.
- All kinds of waste material like broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of schools/institutions
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

3.9.2022 and 4.9.2022 (Saturday & Sunday)

Community Outreach Day

- Parenting Seminars (virtual/small groups) may be organised on the theme of Swachhata to promote cleanliness and COVID safe behavior among their children
- Teachers and students in association with local representatives should propagate the theme of Swachhata Pakhwada, covid appropriate behaviour and vaccination among public in local areas
- Upload number of teachers participating in the community outreach activities on Google Tracker and photos, videos and publicity material on Google Drive.

5.9.2022 (Monday)

Green School Drive Days

- Students may be asked to come out with imaginative slogans, posters and pamphlets on themes such as fighting Corona through Covid Appropriate Behaviour and vaccination, water conservation, eliminating single use plastic etc. which can be later displayed in school exhibitions and on village/ town walls/ school premises
- To educate students learn about conservation of water. To sensitize students about the impact of scarcity of water. To empower students to learn to protect the natural sources of water. To help every students to save at least one litre of water per day. To encourage students towards judicious use and minimum wastage of water at home and school.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

6.9.2022 and 7.9.2022 (Tuesday & Wednesday)

Swachhata Participation Days

- Competitions can be held in districts/blocks/clusters for clean and well-maintained premises and toilets in schools, while observing all Covid protocols.
- Painting, Skit, Poem-making, slogan writing competitions on Swachhata
- Letter/ Essay writing competition - "COVID-19 responsive school" theme (virtual)
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.
- Upload number of students who participated in Painting competition on tracker and scans of 3 top Essays, Slogan and Painting per district on Google drive.

8.9.2022 and 9.9.2022 (Thursday & Friday)

Hand Wash Day

- Create Awareness on the need for proper hand wash in daily life
- Children should be taught proper method/steps/moments, timings of hand washing with soap before and after eating.
- Barrier free access to the drinking water and toilet facilities for Divyang students may be reviewed and ensured.
- Students may be taught about checking wastage of water
- Water from hand washing unit to be channeled to school gardens
- Children may be taught about the water borne diseases/diseases, safe handling of drinking water so that they practice proper hand and oral hygiene
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

10.9.2022 and 11.9.2022 (Saturday & Sunday)

Personal Hygiene Days

- Audio visual programme to be undertaken to motivate students/employees and other for maintaining cleanliness.
- Students will learn about proper way of cutting and keeping nails clean, daily bathing with clean water, wearing clean cloths, no spitting in open, wearing shoes/ slippers etc. (also - wearing mask correctly, no hand shaking, respiratory hygiene, not sharing personal items with others, avoiding crowd in COVID-19 times)
- Students will be taught the hygienic manner of using toilets and drinking water facilities.
- Students may be made aware of the importance of brushing teeth twice a day by making it routine habit.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

12.9.2022 (Monday)

Swachhata School Exhibition Days

- Photographs, paintings, cartoons, slogans etc. made by students on Swachhata activities/Covid response behaviors may be displayed in School/Education Department's website
- State may document some of these exhibits
- Making artifacts at home using local recycled/raw material for storage of waste i.e., artistic dustbins using local skills promoting their culture
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

13.9.2022 and 14.9.2022 (Tuesday & Wednesday)

Swachhata Action Plan Days

- SMC/SDMC to create awareness among students, parents and local people about the Swachhata Action Plan (with inclusion of COVID -19 related measures) of the school under the Samagra Shiksha scheme.
- Convene small group meeting of Bal Sansad/School Cabinet specially to discuss the Swachhata Pakhwada activities in the school
- Encourage community members and students to make suggestions as to what new activities can be included under Swachhata Pakhwada and forward such suggestions to DoSEL, MoE.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

15.9.2022 (Thursday)

Prize Distribution Days

- Prize distribution for participation of children, teachers and parents in competitions viz. Painting, Essay, Debate, Quiz, Slogan, Inter-school and Crafting, model making etc. using waste to encourage Swachhata (physical ceremonies may be avoided, prizes may be announced virtually, digital certificates issued and handing over of prize items be deferred till normal school reopening)
- All Schools/educational institutions may sum up their activities and work undertaken during the Pakhwada and select best activity for forwarding to district/state authority for uploading on the website i.e. in public domain
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.