

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

2023/3032
24/08/2023

ਵੱਲ

ਸਮੂਹ ਜਿਲ੍ਹਾ ਸਿੱਖਿਆ ਅਫਸਰ (ਐ.ਸਿ/ਸੈ.ਸਿ)

ਮੀਮੋ ਨੰ. Samagra/Smartschool/2023/236734

ਮਿਤੀ: 23-08-2023

ਵਿਸ਼ਾ: ਸਮੂਹ ਸਕੂਲਾਂ ਵਿੱਚ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2023 ਨੂੰ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਮਨਾਉਣ ਸਬੰਧੀ।

- 1.0 ਉਕਤ ਵਿਸ਼ੇ ਵੱਲ ਧਿਆਨ ਦੇਣ ਦੀ ਖੋਚਲ ਕਰਨਾ ਜੀ।
- 2.0 ਸਾਲ 2016 ਤੋਂ ਦੇਸ ਦੇ ਸਾਰੇ ਸਕੂਲਾਂ ਵਿੱਚ ਹਰ ਸਾਲ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਮਨਾਇਆ ਜਾਂਦਾ ਹੈ। ਸਾਲ 2023 ਦੇ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਦੇ ਕੈਲੰਡਰ ਅਨੁਸਾਰ ਸਵੱਛਤਾ ਪਖਵਾਤਾ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2023 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 ਸਫਾਈ ਅਤੇ ਸਵੱਛਤਾ ਨੂੰ ਲੰਬੇ ਸਮੇਂ ਤੱਕ ਬਣਾਈ ਰੱਖਣਾ ਹੈ।
- 3.0 ਸਵੱਛਤਾ ਪਖਵਾਤਾ 2023 ਮਨਾਉਣ ਲਈ ਭਾਰਤ ਸਰਕਾਰ ਵੱਲੋਂ ਐਕਸਨ ਪਲਾਨ ਤਿਆਰ ਕੀਤਾ ਗਿਆ ਹੈ ਜਿਸ ਅਨੁਸਾਰ ਮਿਤੀ 1.9.2023 ਤੋਂ 15.9.2023 ਤੱਕ ਕਰਵਾਈਆਂ ਜਾਣ ਵਾਲੀਆਂ ਗਤੀਵਿਧੀਆਂ ਦਾ ਸੰਖੇਪ ਵੇਰਵਾ ਹੇਠ ਅਨੁਸਾਰ ਹੈ ਅਤੇ ਡਿਟੇਲਡ ਐਕਸਨ ਪਲਾਨ ਨਾਲ ਨੱਥੀ ਹੈ:

Sr. No.	Date/Day	Activity
1	1.9.2023 (Friday)	Swachhata Shapath Day
2	2.9.2023-3.9.2023 (Saturday & Sunday)	Swachhata Awareness Day
3	4.9.2023-5.9.2023 (Monday & Tuesday)	Community Outreach Days
4	6.9.2023 (Wednesday)	Green School Drive Days
5	7.9.2023-8.9.2023 (Thursday & Friday)	Swachhata Participation Days
6	9.9.2023-10.9.2023 (Saturday & Sunday)	Hand Wash Days
7	11.9.2023 (Monday)	Personal Hygiene Days
8	12.9.2023 (Tuesday)	Swachhata School Exhibition Day
9	13.9.2023-14.9.2023 (Wednesday & Thursday)	Swachhata Action Plan Days
10	15.9.2023 (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, 2023 ਨੂੰ ਸਵੱਛਤਾ ਪਖਵਾਤਾ ਮਨਾਇਆ ਜਾਵੇ ਅਤੇ ਸਵੱਛਤਾ ਪਖਵਾਤੇ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ, ਅਧਿਆਪਕਾਂ, ਮਾਪਿਆਂ ਅਤੇ ਸਥਾਨਕ ਲੋਕਾਂ ਆਦਿ ਦੀ ਸਮੂਲੀਅਤ ਨੂੰ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।
- 5.0 ਸਵੱਛਤਾ ਪਖਵਾਤੇ ਵਿੱਚ ਗਤੀਵਿਧੀ ਵਾਇਜ਼ ਭਾਗ ਲੈਣ ਵਾਲੇ ਸਕੂਲਾਂ ਅਤੇ ਵਿਦਿਆਰਥੀਆਂ ਸਬੰਧੀ ਮੁੱਖ ਦਫ਼ਤਰ ਨੂੰ ਸੂਚਿਤ ਕੀਤਾ ਜਾਵੇ। ਸਵੱਛਤਾ ਪਖਵਾਤੇ ਲਈ ਜਿਲ੍ਹਾ ਪੱਧਰ ਤੇ ਇੱਕ ਨੇਡਲ ਅਫਸਰ ਲਗਾਇਆ ਜਾਵੇ। ਜਿਸ ਵੱਲੋਂ ਪਖਵਾਤੇ ਅਧੀਨ ਹਰ ਦਿਨ ਦੀ ਫੋਟੋਗ੍ਰਾਫ਼, ਵੀਡੀਓ ਆਦਿ ਰੋਜ਼ਾਨਾ

Google Tracker (Data) and Google Drive (Photos, video and picture) ਤੇ ਅਪਲੋਡ ਕੀਤੀਆਂ ਜਾਣ। Google Tracker (Data) ਨੂੰ 30 ਅਗਸਤ ਤੋਂ 17 ਸਤੰਬਰ 2023 ਤੱਕ ਹਰ ਰੋਜ਼ ਸਾਮ 4.00 ਤੱਕ ਵੱਖ-ਵੱਖ ਗਤੀਵਿਧੀਆਂ ਡਾਟਾ ਅਪਡੇਟ ਕੀਤਾ ਜਾਵੇ ਤਾਂ ਜੋ consolidated data ਭਾਰਤ ਸਰਕਾਰ ਨੂੰ ਭੇਜਿਆ ਜਾ ਸਕੇ। ਨਿਯੁਕਤ ਕੀਤੇ ਗਏ ਨੇਡਲ ਅਫਸਰ ਦੀ ਸੂਚਨਾ ਦਿੱਤੇ ਗਏ google form ਤੇ ਭੇਜੀ ਜਾਵੇ।

- 6.0 ਹਰ ਜਿਲ੍ਹੇ ਵੱਲੋਂ 10 ਟੋਟੋਗ੍ਰਾਫ (2-5 MB) ਅਤੇ ਵੀਡੀਓਜ਼ (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 Tracker and drive link

https://docs.google.com/spreadsheets/d/1ZtUkSqR6VIGbtDuZRtU9dhQgCHMVOV_kFHgMGzBac/edit?usp=sharing

Google form link

<https://forms.gle/bhHmMcWuRRCy7Q6H6>

ਦਿਨੇ ਬੁਬਲਾਨੀ, ਆਈ.ਏ.ਐੱਸ
ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਸਿੱਖਿਆ, ਪੰਜਾਬ।
ਮਿਤੀ: 23-08-2023

ਮੀਮ ਨੰ. Samagra/Smartschool/2023/

ਉਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖੀਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਦਾ ਹੈ

- 1 ਸਮੂਹ ਬੀ.ਪੀ.ਏ.ਓ.ਜ਼
- 2 ਸਮੂਹ ਡੀ.ਐੱਸ.ਐੱਸ./ਏ.ਸੀ. ਸਮਾਰਟ ਸਕੂਲ

ਸਹਾਇਕ ਡਾਇਰੈਕਟਰ (ਈ.ਐੱਸ.ਐੱਸ.)

ਦਫਤਰ: ਸਿੱਖ ਸਿੱਖਿਆ, ਆਰ.ਜੇ.ਕੇ. ਸਕੂਲ
ਮਿਤੀ: 23/08/2023

ਉਪਰੋਕਤ ਦਫਤਰ ਸਮੂਹ ਆਰ.ਜੇ.ਕੇ. ਸਕੂਲ, ਫੀਲਡ, ਸਕੂਲ ਦੇ ਸਕੂਲ ਮੁਖੀ
ਨੂੰ ਆਪਣੇ ਸਿੱਖਿਆ ਸਕਾਟਰਿਕ ਨਿਯਮ ਪਤਾ ਤੇ ਪਾਤਰਾ ਭੇਜਿਆ ਜਾਵੇ।

ਸ. ਡੀ. ਆਰ.ਜੇ.ਕੇ. ਸਕੂਲ ਪ੍ਰਮੁੱਖ ਕਮਿਸ਼ਨਰ ਦੇ ਨੂੰ ਸੂਚਨਾ ਕਰਦਾ ਹੈ।
(ਸਿੱਖ ਸਿੱਖਿਆ)

ਸਿੱਖ ਸਿੱਖਿਆ, ਆਰ.ਜੇ.ਕੇ. ਸਕੂਲ

Steps for accessing the Swachhata Pakhwada Google Tracker and Drive-2023 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 2023 to 18th September 2023 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 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, 2023)

1.9.2023 (Friday)

SwachhataShapath Day

- SwachhataShapath function may be organized wherein all students and teachers/staff may participate. Children to speak about and take pledge for Swachhata.
- Swachhata 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 SwachhataShapath and the number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

2.9.2023 & 3.9.2023 (Saturday & Sunday)

Swachhata Awareness Days

- Holding 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.
- 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, 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, 2023 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.
- 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.

4.9.2023& 5.9.2023 (Monday& Tuesday)

Community Outreach Days

- All teachers may visit nearby villages to address the local communities on Swachhata, with special focus on sustaining toilet usage, and taking up waste management work in their areas. They may also sensitize local community to stop wasting of water resources and to make them aware about water conservation and ongoing Jal Shakti Abhiyan.
- Teachers' Day may be celebrated appropriately in each school.
- Teachers and students in association with local representatives should propagate the theme of Swachhata Pakhwada 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.

6.9.2023 (Wednesday)

Green School Drive Day

- Students may be asked to come out with imaginative slogans, posters and pamphlets on different themes such as 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.

7.9.2023& 8.9.2023 (Thursday& Friday)

Swachhata Participation Days

- Competitions can be held in districts/blocks/clusters for clean and well-maintained premises and toilets in schools.
- Essay, Slogan, Elocution, Quiz, Painting, Skit, Poem, slogan writing competitions and Model making competition on Swachhata.
- Debates on Swachhata.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.

9.9.2023 & 10.9.2023 (Saturday & Sunday)

Hand Wash Days

- 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.

11.9.2023 (Monday)

Personal Hygiene Day

- 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).
- 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.

12.9.2023 (Tuesday)

Swachhata School Exhibition Day

- Essay/ Slogan/ Poem writing, Painting, Elocution, Quiz, Model making Photographs, Cartoons etc. made by students on Swachhata activities may be displayed in School/Education Department's website.
- State may document some of these exhibits.
- Making artefacts 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.

13.9.2023 and 14.9.2023 (Wednesday & Thursday)

Swachhata Action Plan Days

- SMC/SDMC to create awareness among students, parents and local people about the Swachhata Action Plan 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 photo , videos and publicity material on Google drive.

15.9.2023 (Friday)

Prize Distribution Day

- 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.
- 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.

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