

**Sub :Swachhata Pakhwada from 7<sup>th</sup> – 15<sup>th</sup>September, 2022 in all the Schools under Directorate of Education**

In pursuance of the D.O letter No. F.18-1/2022-IS-6 dated 26<sup>th</sup> May 2022 received from Additional Secretary, Department Ministry of Education GOI. The Swachhata Pakhwada will be observed from 7<sup>th</sup>-15<sup>th</sup> September, 2022 in all the Schools of Directorate of Education.

In the context, all DDEs(Districts) are requested to direct the Head of schools in their respective districts to organize 'Swachhata Pakhwada' in their schools. For observing the 'Pakhwada' in a befitting manner, the DDEs (District) shall ensure that all the Head of Schools will undertake the following day-wise action plan to make this 'Pakhwada' successful.

Swachhata Pakhwada,2022 activities may be focused on three major precautionary practices, i.e. (i) Hand washing, (ii) Use of Mask and (iii) Social Distancing; and on 3 Ts(Trace ,Testing and Treat).To observe Swachhata Pakhwada in a systematic manner, the schools/ institutions may be instructed to undertake the following suggested participatory activities from 7<sup>th</sup>-15<sup>th</sup> September, 2022, strictly keeping in view the Covid-19 protocols laid down by the Government:

- (i) Swachhata Shapath may be organized in all schools and educational institutions.(with sufficient physical distancing considering the common space or in the concerned class rooms).
- (ii) Holding meeting (in small groups) of SMCs/SMDCs/PTAs or between parents and teachers in the first week of the Pakhwada to highlight the importance of cleanliness & sanitation and importance of Hand-washing, Use of Mask & Social Distancing among children and teachers; and to encourage and inspire them to continue with the good practices for hygiene and sanitation in school as well as home.
- (iii) Teachers to inspect water and sanitary facilities in every school/ institution, do  
A quick assessment of water, sanitation and hygiene facilities and make proposal/ plan for repair and upkeep of the facilities, if required.
- (iv) Competitions for COVID safe, clean and well-maintained premises and toilets in schools.
- (v) Painting/Essay/Quiz/Sloganwriting/model making competition for students on clean lines and hygiene practices in school and COVID responsive behavior.
- (vi) Swachhata awareness messages to be posted on the website of the Organization/Schools/State, School Education Department. Alternatively, photographs on Swachhata may be displayed in schools.
- (vii) All teachers and school heads may complete the online training module provided on DIKSHA in English and Hindi on WASH related precautions for School,if they have not done so yet.

**The following activities may also be undertaken by the teachers and administration of the schools** while adhering to COVID-19 preventive measures such as using masks, protective gear etc):

- (i) E-Office and e-filing system may be encouraged and followed.
- (ii) All kinds of waste material like sanitation waste, used and disposed masks,

broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of schools/ institutions and disposed off as per procedure.

- (iii) Banning use of single use of plastics with in school premises.
- (iv) Teachers and students in association with local representative should propagate the theme of the Pakhwada among family members, neighbors, citizens in nearby areas.
- (v) Awareness about stopping use of Single Use Plastic and mitigation of plastic pollution, while adhering to 3 R (Reduce, Reuse and Recycle) principle.
- (vi) Daily cleaning and disinfection off frequently used surfaces.

Further, in order to give impetus to the Swachhata drive and create mass awareness, it is requested that the following activities may be undertaken at the State level:

- (a) Audio visual programmer/IEC material to be created to motivate students/ employees and others on Swachhata and water conservation. (IEC material shared by MoE on 6<sup>th</sup> November, 2020 for Corona Responsive Behaviour (CRB) can be displayed on walls of schools and appropriate sites/websites for visibility of teachers and students).
- (b) Electronic banners may be created and uploaded on the departmental /state web portals to highlight the observance of the Pakhwada. Publicity and awareness generation may be done through use of social media, as well, as electronic and print media.

**Suggested Action plan for Swachhata Pakhwada, 2022(7<sup>th</sup> – 15<sup>th</sup> September,2022) is enclosed at Annexure I**

Schools are accordingly requested to take necessary action and issue necessary instructions so as to ensure participation of students, teachers, parents, local people and representative etc., whole heartedly in the Swachhate Pakhwada during 7<sup>th</sup>- 15<sup>th</sup> September,2022 and make the Swachhate Pakhwada successful.

DDE(Districts) are requested to kindly intimate the number of schools and students participated in the Pakhwada, activity-wise in your District to the Samagra Shiksha- Delhi. Photographs, video, films etc. together with highlights of each day of the Pakhwada may be uploaded on daily basis on the Google tracker (Data) and Google drive (Photos, Videos and Pictures).

**The details of Google Tracker and Drive is given at Annexure-II.**

It is requested that the Google Tracker may be updated DAILY by 8:00 PM from 7<sup>th</sup> - 15 September ,2022 on daily-basis for the different activities.

The best performing Schools may be recognized in your district based on their participation in the Swachhata Pakhwada.

It is reiterated that children may be encouraged to continue the activities related to cleanliness and hygiene highlighted during Swachhata Pakhwada on a consistent and sustainable basis by integrating with regular routine throughout the year.

**All the District DDEs shall compile a detailed report in r/o of Swachhata Pakhwada and send the same to Samagra Shiksha-Delhi through email at [spd\\_delhi@rediffmail.com](mailto:spd_delhi@rediffmail.com)**

**Annexure I**

**Suggested Action Plan for Swachhata Pakhwada (7-15September,2022)**

**7.9.2022(Wednesday )**

➤ **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/Organizations/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.**

➤ **Swachhata Awareness Day**

- ✓ Holding virtual meeting of SMCs/SMDs/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, MOM 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.**

#### **8.9.2022(Thursday)**

##### **➤ 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 student to save at least one liter 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.**

#### **9.9.2022(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.

### **10.9.2022 and 11.9.2022 (Saturday & Sunday)**

#### **➤ Community Outreach Day**

- ✓ Parenting Seminars (virtual/small groups) may be organized 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 behavior 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.**

#### **➤ 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 and 13.9.2022 (Monday & Tuesday)**

#### **➤ 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.

➤ **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.
- ✓ States 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.**

**14.9.2022(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 San sad/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 Do SEL, 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.**

Annexure 

**Steps for accessing the Swachhata Pakhwada Google Tracker and Drive – 2022 for States and UTs**

1. User must have Gmail account.
2. Two User ID's (Gmail id) per State /UT will be given access from which the data would get uploaded on Swachhata Pakhwada tracker.
3. Send the request on "**moe.swachhatapakhwada22@gmail.com**" for having access to Google tracker and drive.
4. The data needs to be updated daily by 8 pm for day specific activity along with High Resolution photographs, videos and other publicity material.
5. After getting the permission for accessing the tracker:
  - (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 State/UT 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 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 upload or add the material in their State/UT folder available on Google drive from the link as provided. (drive link as provided)
6. Do not edit, modify or delete the pre-defined format for tracker.
7. Do not edit, modify or delete the folders available on Google drive
8. For any help or query write on to "**moe.swachhatapakhwada22@gmail.com**".

**Swachhata Pakhwada Google Tracker link:-**

<https://docs.google.com/spreadsheets/d/1wrlaPoYq3zRChnj1hlwmaxMU2zSd2UyK7jsySwggafc/edit?usp=sharing>

**Swachhata Pakhwada Google Drive Link:-**

[https://drive.google.com/drive/folders/1M8BHlUvOEVhtt1pzq4V47nvZin\\_obhim?usp=sharing](https://drive.google.com/drive/folders/1M8BHlUvOEVhtt1pzq4V47nvZin_obhim?usp=sharing)

**NOTE:-** Kindly share the details of NODAL OFFICER (Name, Designation, Contact number and Email ID) for giving the access to the tracker.

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