

South Eastern Railway

Office of the
Divisional Railway Manager
Adra Division, S.E.Railway

No. M/716/TA/EnHM/SP/Drive Report/2020/

Date: 01.10.2020

CEnHM/GRC/SER
S.E.Railway,
Kolkata-700043.

Sub: Swachhta Pakhwara from 16th September to 30th September.

Ref: (i) Railway Board's letter No. 2018/EnHM/08/03 Dt.19.08.2020.

(ii) Dy.CEnHM/GRC's letter no.M14/EnHM/01/EnHM corr. Dt.24.08.20.

The subject letter has been received by this office vide under references.

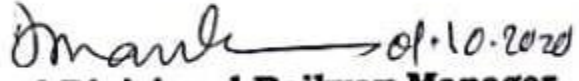
The details report of activities performed in Adra Division is as follows:

Under the leadership of Divisional Railway Manager, many branch officers Sr.DEN(Co), Sr.DOM, Sr.DPO, Sr.DME, Sr.DCM and other officers & supervisors of Adra division have enthusiastically participated in Swachhta Pakhwara from 16th September'2020 to 30th Sepmber'2020

1. Under this program, on the first day of 16.09.2020, a campaign was launched for "**Swachhata Awareness**". Swachhta Pledge was taken by Railway staff and their family as well as safai karamcharis at their respective offices. Staff were made aware to encourage peoples to desist from open defecation as well as use of plastic bags in areas approaching stations, on track, in yard or depot, at home etc.
2. On 17.09.2020, All stations were involved in distribution of Masks, Sanitizer, Soap and other safety related products.
3. On 18.09.2020 various programmes were conducted to use of Single-use plastic (SUP) and discourage the use of plastic in the offices as well as at homes.
4. On 19.09.2020, a VC was organised with field units formation for the dissemination of information and to review the preparedness against Pandemic COVID-19.
5. On 20.09.2020, various activities were organised to Develop Information, Education and Communication (IEC) dissemination on better hygiene related to COVID-19.
6. A campaign was launched on "**Swachh Aadat**" on 21.09.2020. Wash your hands five times a day, Maintain "Do Gaz Ki Doori" to fight against Corona, Wear Mask in public places, Do not spit in public places, Use toilets for defecation.
7. A campaign was launched on "**Swachh Karyasthal**" on 22.09.2020. To clean and upkeep Water and Drainage Infrastructure, Sanitary Infrastructure. Cleaning Practices like Sweeping and mopping of floor, Garbage bins, Doors Windows and walls and Toilets at regular intervals.

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8. A campaign was launched on "**Swachh Paryawaran, Swachh Aawas**" on 23.09.2020. Appropriate disposal of garbage at home and surrounding areas. Sorting your garbage into bio-degradable and non-bio-degradable category. Maintain hygiene in surrounding areas of your home. Reusing and Recycling garbage and plastic. Say NO to plastic single-use plastic. Advantages of Rain Water Harvesting. Reduce air and water pollution.
9. On 24.09.2020 & 25.09.2020, various activities were organised for "**Public Awareness using Digital Mode**". Use of Social Media (like Watsapp, Facebook, Twitter, Instagram, Youtube etc.) to generate awareness among the public. Use of "Swachh Bharat" handles whenever posting over social media like: Twitter - "@Swachhbharat", Facebook "SBMGramin", Instagram - "Swachhnharatgrameen". Display of Swachhata message on the website and attended a "Webinar" on Swachhata which is organised by head quarter (EnHM section/SER).
10. On 26.09.2020 & 27.09.2020, special cleanliness drives were organized at stations and other work places and review of the preparedness against Pandemic COVID-19.
11. A campaign was launched for awareness on "**Fight against Corona**" on 28.09.20. All staff were made aware about the severity of corona. Its symptoms, nature of spreading, precautions to be taken etc. Role of cleanliness to prevent corona. Do's and Don'ts to prevent the further spreading of Coronavirus.
12. On 29.09.2020, "**Shramadan and Tree Plantation**" were organized by various units. All unit employees, Scouts & Guides did Shramadan and plantation of trees at their respective units.
13. On 30.09.2020, "**Review of Swachhata Pakhwara**" was done and various work carried out during the pakhwara.


Additional Divisional Railway Manager
Adra Division, S.E. Railway.

Copy to: PS to DRM/ADRA for kind information to DRM/ADRA.