

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

ਵੱਲ

ਸਮੂਹ ਜਿਲ੍ਹਾ ਸਿੱਖਿਆ ਅਫ਼ਸਰ (ਐ.ਸਿ/ਸੀ.ਸਿ)

ਮੀਮੋ ਨੰ. Samagra/Smartschool/2024/208810

ਮਿਤੀ: 22-08-2024

ਵਿਸ਼ਾ: ਸਮੂਹ ਸਕੂਲਾਂ ਵਿੱਚ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2024 ਨੂੰ ਸਵੱਛਤਾ ਪਖਵਾੜਾ 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 ਪਖਵਾੜਾ ਮਨਾਇਆ ਜਾਂਦਾ ਹੈ। ਸਾਲ 2023 ਦੇ ਸਵੱਛਤਾ ਪਖਵਾੜਾ ਦੇ ਕੈਲੰਡਰ ਅਨੁਸਾਰ ਸਵੱਛਤਾ ਪਖਵਾੜਾ 1 ਸਤੰਬਰ ਤੋਂ 15 ਸਤੰਬਰ, 2024 ਤੱਕ ਮਨਾਇਆ ਜਾਣਾ ਹੈ। ਸਵੱਛਤਾ ਪਖਵਾੜਾ ਵਿਦਿਆਰਥੀਆਂ, ਅਧਿਆਪਕਾਂ ਅਤੇ ਕਮਿਊਨਿਟੀ ਦੀ ਭਾਗੀਦਾਰੀ ਨੂੰ ਯਕੀਨੀ ਬਣਾਉਣ ਲਈ ਮਨਾਇਆ ਜਾਂਦਾ ਹੈ ਜਿਸਦਾ ਉਦੇਸ਼ ਸਕੂਲਾਂ ਵਿੱਚ ਸਫ਼ਾਈ ਅਤੇ ਸਵੱਛਤਾ ਨੂੰ ਲੰਬੇ ਸਮੇਂ ਤੱਕ ਬਣਾਈ ਰੱਖਣਾ ਹੈ।
- 3.0 ਸਵੱਛਤਾ ਪਖਵਾੜਾ 2024 ਮਨਾਉਣ ਲਈ ਭਾਰਤ ਸਰਕਾਰ ਵੱਲੋਂ ਐਕਸ਼ਨ ਪਲਾਨ ਤਿਆਰ ਕੀਤਾ ਗਿਆ ਹੈ ਜਿਸ ਅਨੁਸਾਰ ਮਿਤੀ 1.9.2024 15.9.2024 ਤੱਕ ਕਰਵਾਈਆਂ ਜਾਣ ਵਾਲੀਆਂ ਗਤੀਵਿਧੀਆਂ ਦਾ ਸੰਖੇਪ ਵੇਰਵਾ ਹੇਠ ਅਨੁਸਾਰ ਹੈ ਅਤੇ ਡਿਟੇਲਡ ਐਕਸ਼ਨ ਪਲਾਨ ਨਾਲ ਨੱਥੀ ਹੈ:

Sr. No.	Date/Day	Activity	Brief Action Plan
1	1.9.2024 (Sunday)	Swachhata Shapath Day	Swachhata Shapath Day will be organized in all schools
2	2.9.2024-3.9.2024 (Monday & Tuesday)	Swachhata Awareness Day	Meetings of SMCs/PTAs will be organized to highlight the importance of cleanliness & sanitation and importance of Hand-washing, Promote water conservation/Rain Water Harvesting practices during PTMs. Teachers to inspect sanitary facilities and make plan for upkeep of the facilities. Weeding out/recording of the old files, records as per procedure. All kinds of waste materials like broken furniture, unusable equipment, defunct vehicles etc should be completely removed from the premises of schools.
3	4.9.2024-5.9.2024 (Wednesday & Thursday)	Community Outreach Days	Teachers and students in association with local representatives should propagate the theme of Swachhata Pakhwada among public in local areas. Teachers' day will be celebrated in all schools.
4	6.9.2024 (Friday)	Green School Drive Days	Students may asked to come out with imaginative slogans, posters and pamphlets on different themes. To sensitize about the scarcity of water

			and protect the natural sources of water.
5	7.9.2024-8.9.2024 (Saturday & Sunday)	Swachhata Participation Days	Competitions can be held in districts/Block/cluster for clean and well maintained premises and toilets in schools. Essay, slogan, Elocution, quize, painting, skit, poem, slogan writing, competition and model making, debates on swachhata competition
6	9.9.2024-10.9.2024 (Monday & Tuesday)	Hand Wash Days	To sensitize students about the proper method/steps/moments, timings of hand washing with soap before and after eating. Students may be taught about checking wastage of water.
7	11.9.2024 (Wednesday)	Personal Hygiene Days	Students will be taught about the proper way of cutting and keeping nails clean, daily bathing with clean water, wearing clean cloths, no spiting in open, brushing teach twice a day etc.
8	12.9.2024 (Tuesday)	Swachhata School Exhibition Day	Essay/slogan/poem writing, painting, elocution, quiz, model making, photographs, cartoons etc made by students on Swachhata activities will display in schools.
9	13.9.2024-14.9.2024 (Friday & Saturday)	Swachhata Action Plan Days	SMC/SDMC to create awareness among students, parents and local people about the Swachhata Action Plan of the schools under the Samagra Shiksha Scheme. Bal Sabha/Bal Sansad/School cabinet may be organized to discuss the Swachhata Pakhwada Activities in schools
10	15.9.2024 (Sunday)	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 ect using waste to encourage Swachhata. Sum up the activities and work undertaken during Pakhwada and select best activity for forwarding to district/state authority for uploading on the website i.e in public domain

- 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, 2024 ਨੂੰ ਸਵੱਛਤਾ ਪਖਵਾੜਾ ਮਨਾਇਆ ਜਾਵੇ ਅਤੇ ਸਵੱਛਤਾ ਪਖਵਾੜੇ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ, ਅਧਿਆਪਕਾਂ, ਮਾਪਿਆਂ ਅਤੇ ਸਥਾਨਕ ਲੋਕਾਂ ਆਦਿ ਦੀ ਸਮੂਲੀਅਤ ਨੂੰ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।
- 5.0 ਸਵੱਛਤਾ ਪਖਵਾੜੇ ਵਿੱਚ ਗਤੀਵਿਧੀ ਵਾਇਜ਼ ਭਾਗ ਲੈਣ ਵਾਲੇ ਸਕੂਲਾਂ ਅਤੇ ਵਿਦਿਆਰਥੀਆਂ ਸਬੰਧੀ ਮੁੱਖ ਦਫ਼ਤਰ ਨੂੰ ਸੂਚਿਤ ਕੀਤਾ ਜਾਵੇ। ਸਵੱਛਤਾ ਪੱਖਵਾੜੇ ਲਈ ਜਿਲ੍ਹਾ ਪੱਧਰ ਤੇ ਇੱਕ ਨੇਡਲ ਅਫਸਰ ਲਗਾਇਆ ਜਾਵੇ। ਨੇਡਲ ਅਫਸਰ ਦੀ ਸੂਚਨਾ google form ਵਿੱਚ ਭਰੀ ਜਾਵੇ ਜਿਸ ਲਿੰਕ ਹੇਠ ਦਿੱਤਾ

ਗਿਆ ਹੈ। ਨੈਡਲ ਅਫਸਰ ਵੱਲੋਂ ਪਖਵਾੜੇ ਅਧੀਨ ਹਰ ਦਿਨ ਦੀ ਸੂਚਨਾ, ਫੋਟੋਗ੍ਰਾਫ, ਵੀਡੀਓ ਆਦਿ ਰੋਜਾਨਾ Google Tracker (Data) and Google Drive (Photos, video and picture) ਤੇ ਅਪਲੋਡ ਕੀਤੀਆਂ ਜਾਣ। Google Tracker (Data) ਨੂੰ 30 ਅਗਸਤ ਤੋਂ 17 ਸਤੰਬਰ 2024 ਤੱਕ ਹਰ ਰੋਜ ਸ਼ਾਮ 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 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 ਤੇ ਡਾਟਾ ਅਤੇ ਫੋਟੋਗ੍ਰਾਫ ਜਿਲ੍ਹਾ ਦਫਤਰ ਵੱਲੋਂ ਅਪਲੋਡ ਕੀਤਾ ਜਾਵੇ ਇਹ Google Tracker (Data) and Google Drive ਸਕੂਲਾਂ ਨਾਲ ਸ਼ੇਅਰ ਨਾ ਕੀਤੀ ਜਾਵੇ। ਜਿਲ੍ਹਾ ਦਫਤਰ ਵੱਲੋਂ ਇਸੇ ਤਰ੍ਹਾਂ ਦਾ ਆਪਣੇ ਵੱਖਰੇ Google Tracker (Data) and Google Drive ਤੇ ਸਕੂਲਾਂ ਤੋਂ ਸੂਚਨਾ ਇਕੱਤਰ ਕੀਤੀ ਜਾਵੇ ਅਤੇ ਸਟੇਟ ਪੱਧਰ ਦੇ Google Tracker ਤੇ ਸੂਚਨਾ ਅਪਡੇਟ ਕੀਤੀ ਜਾਵੇ। Google Tracker (Data) and Google Drive ਅਤੇ Google Form ਦਾ ਲਿੰਕ ਹੇਠ ਅਨੁਸਾਰ ਹੈ:

Google Tracker:

<https://docs.google.com/spreadsheets/d/1PXTikKd3vTmiV7nON6IC3LFP72JslQWUWaKNnXmQljl/edit?usp=sharing>

Google drive link:

https://drive.google.com/drive/folders/1fWwmyq3UgQY4DujbnZftEf0sTEDMuRY1?usp=drive_link

Google form link

https://docs.google.com/forms/d/e/1FAIpQLSdWBCn_S7LeJj-Clo1b9orOSa7mykg0EDsf1HENYnFd_QpviQ/viewform?usp=pp_url

ਵਿਨੇ ਬੁਬਲਾਨੀ, ਆਈ.ਏ.ਐੱਸ

ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਸਿੱਖਿਆ, ਪੰਜਾਬ।

ਮੀਸੋ ਨੰ. Samagra/Smartschool/2024/

ਮਿਤੀ:

ਉਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:

1. ਸਮੂਹ ਬੀ.ਪੀ.ਈ.ਓਜ਼
2. ਸਮੂਹ ਸਕੂਲ ਮੁਖੀ (ਸਰਕਾਰੀ, ਏਡਿਡ, ਪ੍ਰਾਇਵੇਟ)-ਵੈਬਸਾਇਟ ਰਾਹੀਂ

ਸਹਾਇਕ ਸਟੇਟ ਪ੍ਰੋਜੈਕਟ ਡਾਇਰੈਕਟਰ

Steps for accessing the Swachhata Pakhwada Google Tracker and Drive – 2024 for States, UTs and Autonomous Organizations

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 Swachhta Pakhwada tracker.
3. Send the request on 'swachhatapakhwada2024@gmail.com' for having access to Google tracker and drive.
4. The data needs to be updated daily by 8.00 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 'swachhatapakhwada2024@gmail.com' or contact

Ministry of Education
Department of School Education & Literacy

Suggested Action Plan for Swachhata Pakhwada (1-15 September, 2024)

1.9.2024 (Sunday)

Swachhata Shapath Day

- Swachhata Shapath 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 Swachhata Shapath and the number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**

2.9.2024 & 3.9.2024 (Monday & Tuesday)

Swachhata Awareness Days

- Holding meeting of SMCs/ SMDCs/ PTAs to highlight the importance of cleanliness & sanitation and importance of Hand-washing, promote water conservation/ Rain Water Harvesting practices during the Parent-Teacher Meetings (PTMs), 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, hand wash 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, 2024 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.**

4.9.2024 & 5.9.2024 (Wednesday & Thursday)

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.**

6.9.2024 (Friday)

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.**

7.9.2024 & 8.9.2024 (Saturday & Sunday)

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.**

9.9.2024 & 10.9.2024 (Monday & Tuesday)

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 disease/ 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.**

11.9.2024 (Wednesday)

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.**

12.9.2024 (Thursday)

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.**

13.9.2024 and 14.9.2024 (Friday & Saturday)

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 photos, videos and publicity material on Google drive.**

15.9.2024 (Sunday)

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.**
