

## भारत सरकार GOVERNMENT OF INDIA रेल मंत्रालय MINISTRY OF RAILWAYS दक्षिण मध्य रेलवे SOUTH CENTRAL RAILWAY मंडल कार्यालय, कार्मिक शाखा, विजयवाडा Divisional Office, Vijayawada-520 001.



No.SCR/P-BZA/721/Swachhata Pakhwada/2023

Dt: 27.09.2023.

## ALL CONCERNED.

Sub: Swachhta Pakhwada from 16.09.2023 to 02.10.2023 over Indian Railways. -reg.

Ref: Rly Bd's Lr.No. 2023/EnHM/08/01/Sw.Pakh dt 25.09.23.

Further to this office letter in regard massive cleanliness drive planned to conduct on 1<sup>st</sup> October, 23 at Railway station/BZA premises, the under mentioned locations identified and action plan drawn and all concerned should strictly adhere

S.NO	Station	Location	Area approx L*B	Min. approx. volunteers required	Break-up of volunteers other than staff	In-charge Officer & Staff
1	BZA	North RRI Side HUT 4	100 X 30 Mts	20 nos.	S & G – 05, K.V.S – 05 Contract-05	ASTE/Tele/BZA & Engineering staff
2	"	" 1	100 x 30 Mts	20 nos	S & G - 05, K.V.S - 05	
3	77	77	50 x 10 Mts	15 nos.	Contract-05  S & G - 05, K.V.S - 05  Contract-05	
4	<b>&gt;&gt;</b>	2)	50 x 10 Mts	15 nos.	S & G – 05, K.V.S – 05 Contract-05	
5	77	RRI Cabin	# <del>588                                  </del>	15	S & G - 05, K.V.S - 05	
6	<b>3</b> £ 22	South parcel garden	50 x 15 Mts	15 nos.	S & G – 05, K.V.S – 05 Contract-05	ACM-II
7	"	South parcel front	30 x 10 Mts	10 nos.	S & G – 05, K.V.S – 05	& Commercial staff
8	27	Tarapet circulate area	100 x 30 Mts	20 nos.	S & G – 05, K.V.S – 05 Contract-05	ADEN/Bldgs
9	22	Tarapet BO back side garden	50 x 20 Mts	15 nos.	S & G – 05, K.V.S – 05 Contract-05	& Personnel
10	27	Tarapet Dup. Yard	50 X 10 Mts	10	S & G - 05, K.V.S - 05	Br.Staff
11	"	RTC Bus stand	100x 30 Mts	20 nos	S & G – 05, K.V.S – 05 Contract-05	
12	22	27	50 x 10 Mts	15 nos.	S & G – 05, K.V.S – 05 Contract-05	ADEN/Lines/BZA &
13	27	27	50 x 10 Mts	15 nos.	S& G - 05 K.V.S - 05	Gen. & Electrical
4	22	22	50 x 10 Mts	15 nos.	S & G - 05K.V.S - 05	staff
5	,	East Parking I	3	15 nos	S & G - 05, K.V.S - 05	
0	,	East Parking II		15 nos	S & G - 05, K.V.S - 05	ACM-I
7		East Parking III		15	S & G - 05, K.V.S - 05	& Operating staff
8 "		South Parking		15	S & G – 05, K.V.S – 05	ADFM-I &
9 "		West Parking		15	S & G – 05, K.V.S – 05	Accounts staff ADME/Power &
0 "		Coaching Yard	100 x 30 mts	15	S & G – 05, K.V.S – 05	Mechanical staff ADEE/TRSO & S&T Staff

	To arrange of tools & Equipment	1) Sri R.C. Sahoo, Sr.DEnHM/BZA
	At Clock tower by 09.30 &	2) Sri Prabhat Ranjan, Ch.HI/BZA
	Arrangements for dispose of	3) Sri Chandu, SSE/Works/BZA
	Garbage.	
	Vehicle Co-Ord for disposal	1) Sri T. Devendra Swamy, ADEnHM
	of Garbage	
	For Scouts & Guides In-charge -	1) Sri B. Saila Sudhakar, APO/Engg (Ph-9701373604)
		2) Sri V. Rajendra Prasad, Ch.S&WI
	For K.V. School In-charge –	1) Sri K. Srinivasa Rao, APO/M&El (Ph-9701373603)
		2) Sri M. Purushotham Babu, Ch.S&WI
	For Outsourcing (Contract) staff -	
		2) Sri R. Varahala Babu, Ch.S&WI
	For Office staff & Others -	1) Sri M. Anirudh, APO/SR & Leave (Ph-9701373601)
		2) Sri N.V. Ramanaiah, Ch.S&WI
	Staff volunteered -	Staff of concerned department who volunteered to be report
		at locations as mentioned above.

In this regard the following actions to be undertaken by officer in-charge as mentioned each location.

- i) To visit Identified sites one day in-advance and action plan of cleanliness to be drawn.
- ii) To report at 09.30 hrs at Clock tower on 01.10.2023 and after receipt of necessary tools, equipment etc. should reach location assigned as above alongwith team allotted and to ensure actual cleaning activity start at 10.AM
- Details of the events and photos of <u>pre and post cleanliness to be uploaded</u> on the portal 'Swachhata Hi Seva' (https://swachhatahiseva.com/).
- iv) On 1<sup>st</sup> Oct, it may be ensured that actual cleaning activity takes place at 10 AM with the volunteers contributing at least one hour of shramadaan.
- v) After complete of even tools and Equipment to returned to concerned.

Keeping in view the trains operations, mandatory Railway safety precautions should be followed to ensure safety of public and officials involved in Swachhata Hi Seva/Swachhata Pakhwada drive at train movement areas.

ADRM/OP/BZA

Copy to PS to DRM: For kind information of DRM please.

Copy to PS to ADRM/Infra.,: For information of ADRM/Infra.

Copy to PS to CPM/GS/BZA: For information of CPM/GS/BZA.

Copy to All Branch Officers to ensure the activity of participation of staff to make event success.

To advise Staff of BZA under your control to report at locations as mentioned above.

Copy to All APOs – to contact with concerned authorities to mobilize the volunteers sharp at 09.30 and to arrange as per number mentioned above to the concerned In-charge officers.

Copy to PRO/BZA: For information and media coverage.

Copy to all Supervisors: For information and action.