

Govt. of National Capital Territory of Delhi
DIRECTORATE OF VIGILANCE
4th Level, C-Wing, Delhi Secretariat
I.P. Estate, New Delhi

No.01/56/2014/DOV/ 10042

D/o Secretary Urban Development Govt. of NCT of Delhi Date: 29/9/14 29 SEP 2014 Dy. No. UD/2014/7879
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CIRCULAR

Attention of all Officers/Officials are drawn to the circular issued by the Chief Secretary, Govt. of NCT of Delhi whereby it has been directed to all the Department/Public Sector Undertaking and associated bodies to ensure that they should reach their office at 9:00 AM alongwith their staff on October 2, 2014 and should take pledge alongwith Hon'ble Prime Minister at 9:30 AM. After this pledge, they should participate in a cleanliness campaign in their office premises and surroundings in active participation of their staff.

Further, in order to keep cleanliness, following suggestive measures are issued to be observed by all Officers/Officials of this Department:-

1. Not to litter waste paper, garbage etc. in the office premises and to throw them in the dustbin only.
2. To keep files, dak etc. in proper and clean manner at proper place.
3. The general cleanliness and upkeep of the office surroundings must be of a very high order.
4. The above effort must be done individually and severally. No staff/personal must be found wanting, in this regard.

In addition to above, old records which are no more required should be weeded out as per norms/retention schedule, or shifted to record room by 31/10/2014.


This issues with the approval of Secretary (Vig.).

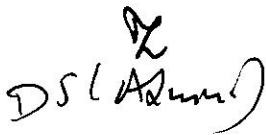
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Copy to :-

- i) OSD to Chief Secretary, GNCTD.
- ii) PS to Secretary (UD), GNCTD.
- iii) All the officials in Directorate of Vigilance, GNCTD, for strict compliance.


29/09/2014
(Rajesh Tiwari)
Deputy Secretary (Vig.)
Date: 29/9/14


DS (Admin)