

No.F. 27-8/2014-EE.16
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
EE.16 Section

ShastriBhawan, New Delhi
Dated 29th August, 2017

To

The Pr. Secretaries/ Secretaries, in-charge of Education Department of all the States/UTs.

Subject: Uploading of SwachhtaPakhwada activities on google drive.

Madam/Sir,

This is in continuation of Ms. Anita Karwal, Additional Secretary's email dated 22.8.2017 regarding utilisation of Google Drive to upload the activities relating to SwachhataPakhwadaduring 1stSeptember – 15thSeptember 2017. It is required that the Ministry should submit a daily report during the SwachhataPakhwada from 1stSeptember to 15th September, 2017 to Ministry of Drinking Water and Sanitation. This can be made possible only if the States and UTs upload their day to day activities of the Pakhwada on the same day.

2. In order to monitor this, a Google Drive based tracker has been created for the activities taken up during the SwachhataPakhwada. The tracker consists of the following:

- Day-wise activity a link which will open the concerned activity folder in the already created google drive.
- Each day statistics shall have to be collected from the entire state as per requirement and uploaded in the relevant columns.
- Each day's entries also include relevant links for uploading of documents (images, videos, publicity material, etc.) in the proper folder.

3. The Google Drive Tracker links are as under:

Tracker:

<https://docs.google.com/spreadsheets/d/1OIZ7eL2LbduLdwug2VI2TebLxvATuOVhh7yJfeXr8uU/edit#gid=371508624>

Drive:

<https://drive.google.com/open?id=0Bxzuz9aaFnIZMnVFTDVDSm1Va0U>

4. Further, this Department requests you to refer to the instructions for uploading the tracker which are as under:

- (1) This tracker has to be updated DAILY by 8 PM from 30thAugust, 2017 to 18th September 2017 by all States.
- (2) For each activity, not more than 10 high resolution photographs of activities, 3-4 high resolution photographs of publicity material, if any, and 2 high resolution videos (not exceeding 3 minutes each) need to be uploaded on the google drive. However, for Swachhta Participation Day, the number of upload will be as per para 4(4) below.

- (3) For SwachhtaShapath Day, a translated English version of the Shapath/Pledge needs to be uploaded on the Google drive (other than photos and videos).
- (4) For the Swachhta Participation Day, high quality scans of samples of good paintings and essays need to be uploaded on google drive (other than photos and videos) for school, district and State level entries as follows:
- On 5.9.2017, the State should upload any 10 samples of paintings for class 1-5 competition.
 - On 5.9.2017, the State should upload any 10 samples of essays for essay competitions.
 - On 11.9.2017, the State should upload the 3 paintings selected in each District for State level competition. These 3 paintings per district should be put in District wise folders.
 - On 11.9.2017, the State should upload all the 3 essays selected in each district, in district wise folders.
 - On 18.9.2017, the states should upload the top 3 selected paintings and essays.
- (5) For the Letter Writing Day, high quality scans of samples of letters need to be uploaded on google drive (other than photos and videos) for school, district and State level entries.
5. Swachhata activities prescribed for Sundays may be taken up on Saturday itself wherever six working days are available. If both Saturday & Sundays are holidays, then Saturday activity may be taken up on Friday and Sunday activity on Monday. However, on the tracker the uploading has to be as per the activity. If a particular State/UT has been taken up any other activity on Swachhata which is not listed in the Swachhata calendar, a provision is made to upload these activities in the last columns of the tracker.
6. All States and UTs are requested to upload the documents daily on the aforementioned Tracker to enable this office to do daily reporting to higher authorities.

Yours faithfully,

(G.C. Hosur)
Director
Tel: 23073687

Copy to:

- SPDs, SSA of all States and UTs.
- Director (RMSA-1)- with the request to take up with SPDs, RMSA of all States and UTs.
- ShriJugal Kishore, Director, Ministry of Drinking Water and Sanitation, AntyodayaBhawan, CGO Complex, Lodhi Road, New Delhi- for information and necessary action.

Copy also to:

- PS to AS(SE)
- PS to JS (SE.1)

Enclst NO EPN-U (G-2) Swachhata Rakshware / 2017/1603 dt 30/8/17

Forwarded in original to all Principals / HOD / SSS / HIS in the Dist for necessary compliance of day to day activities during swachhata rakshware (01-9-17 to 15-9-17)

[Signature]
Deputy Director of the
[Signature]

G-2
AS
30/8/17