



भारत सरकार / Government of India
रक्षा मंत्रालय / Ministry of Defence
कार्यालय, रक्षा लेखा नियंत्रक, नं. 1, स्टाफ रोड, सिकंदराबाद-09
Office of the Controller of Defence Accounts
No.1 Staff Road, Secunderabad - 500 009
दूरभाष/Tele: 040-27843385, फैक्स/Fax: 040-27817275



No. AN/III/1045/Gen

Dated: 20.10.2022

To

(Through web-site)

The Jt. CDA I/c, PAO (ORs) EME, Secunderabad
The ACDA I/c, PAO (ORs) AOC, Secunderabad
The ACDA I/c, AAO (Army) Visakhapatnam
All Sub Offices (as per standing list)

Subject: Special Campaign (SC) 2.0 for disposal of pending matters from 02.10.2022 to 31.10.2022 – Identification of targets / pendency – reg.

Reference: HQrs. Office Lr. No. AN/III/3012/SC 2.0 Circular dated 23.09.2022.

Please refer to HQrs letter (copy enclosed) cited under reference on the subject matter, Special Campaign 2.0 for disposal of pending matters from 02.10.2022 to 31.10.2022 be given **TOP PRIORITY** and a regular report to be sent on achieving of targets, cleanliness drives alongwith photos/videos etc. Special focus may be given on weeding out of old records, space management planning and disposal of scrap material.

2. In view of the above, a report on daily basis alongwith photos/videos may be forwarded for onward submission to HQrs office.

(K Ramakrishna)
Accounts Officer (AN-III)



'हर काम देश के नाम'
रक्षा लेखा महानियंत्रक
Controller General of Defence Accounts
उलान बटार रोड, पालम, दिल्ली छावनी-110010
Ulan Batar Road, Palam, Delhi Cantt.-110010
Ph: 011-2566703, Fax : 25674806 e-mail : aniii.cgda@nic.in

75
आजादी का
अमृत महोत्सव

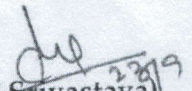
F. No. AN/III/3012/SC 2.0 Circular dated 23 .09.2022

To,
All PCDA's/ PCA (Fys.)/CDAs
(through website)

Subject : Special Campaign (SC) 2.0 for disposal of Pending Matters from 2nd October 2022 to 31st October 2022 - Identification of targets/pendency-reg.

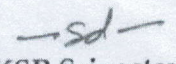
Please find enclosed a copy of MoD ID No. 34(7)/2022-D(O&M) dated 16-09-2022 and 34(7)/2022-D(O&M) dated 16-09-2022 alongwith annexure 'A' on the subject matter for information and necessary action.

2. For preparatory phase targets based on parameters mentioned in Para 2 of said letter shall be prepared by all the controller offices including sub offices and shall be submitted to this office by 26-09-2022.
3. During the implementation phase from 02 October to 31 October intensive efforts shall be made to achieve these targets.
4. During implementation phase daily basis progress report shall be upload on portal on daily basis. The details of the portal may be intimated soon.
5. Photos / videos (before & after) of site/places where cleanliness drives were conducted may be sent to this office.


(KSP Srivastava)
Accounts Officer (Admin.)

Copy to:

1. AN-IV section, local: For similar action as stated above
2. IT & S wing For uploading on website


(KSP Srivastava)
Accounts Officer (Admin.)

MOST URGENT
TIME BOUND

Ministry of Defence
Department of Defence
D(O&M)

Subject: Special Campaign 2.0 for disposal of pending matters from 02nd Oct to 31st Oct, '22 – Identification of targets/ pendency- reg.


Reference is invited to SOP circulated vide MoD ID Note of even number dated 09.09.22 on the above cited subject (*copy enclosed for ready reference*) wherein it was informed that all the Wings under DoD have to identify the targets/pendency against various parameters during the preparatory phase (14th – 30th Sep, '22).

2. In accordance with the same, **consolidated** Wing-wise targets/pendency may be assessed realistically and the same may be conveyed to D(O&M) / usdpg-mod@gov.in **as per the format prescribed by DAR & PG (Annexure 'A') latest by 28.09.22**. The data may also include the data from the concerned field offices/outstation sites under the administrative control of respective Wings under DoD.

3. D(O&M) shall have to enter the data/statistics of target/pendency on the dedicated DAR & PG portal **by 29.09.22** after which the facility to enter the figures for pendency/target on the portal shall be frozen.

4. This may kindly be accorded **PRIORITY**.

Encl: As above.


16.09.22
(M. Mukherjee)
DS (MIS)
Tele: 2301- 0998

All Joint Secretaries in DoD

MoD ID No. 34(7)/2022-D(O&M)

dated: 16.09.22

Copy to:-

1. D(JCM) for JS(Estt.) Wing
2. D(Navy-II) for JS(AF) Wing
3. D(Lands), D(Q&C), D(Works-II) for JS(L&W) Wing
4. D(BR-II), D(SSC) for JS(BR/SSC) Wing
5. D(GS-II) for JS(Trg) Wing and D(Med) for JS(Med) Wing
6. D(Coord) for JS&AM(LS) Wing and **Part 'D'** of the format
7. DS(Parl) / D(Parl) for Parliamentary Assurances for entire DoD.
8. D(PG) for Public Grievances on CPGRAMS for entire DoD.
9. DS(Gen/IT) / D(Estt.I/ Genl.I) for **Part 'C'** of the format and also with the request to provide **08** photographs of sites/locations of MoD Secretariat depicting the state of affairs BEFORE carrying out the Swachhata Campaign 2.0 during Oct, '22.

Annex 'A' 47

Penalty Identification of Department of Defence

Note:

- * All fields are mandatory.
- * Penalty Identification should be filled cumulative as per date.
- * Previous latest Penalty Identification data is provided in the form.

Date 15/09/2022

References Category	<= 6 Months	> 6 & <= 12 Months	> 1 & <= 2 Years	> 2 Years
References from MPs				
Parliamentary Assurance				
IMC Reference (Cabinet Proposals)				
State Govt. References				
Public Grievances				
PMO References				

Number of Physical Files due for Review

Number of E-Files put-up for Review

INDOOR

System in Place

SELECT

Inspection Architecture In Place

SELECT

Outsource Agency Deployed

SELECT

Level of Inspecting Officer

SELECT

OUTDOOR

Number of Campaign(s) to be Conducted

OFFICE SCRAP DISPOSAL

Date of Identification

Number of Rules Identified for Simplification

Number of Appeals Pending

26
(11)

Ministry of Defence
Department of Defence
D(O&M)

Subject: Special Campaign 2.0 for disposal of Pending Matters from 2nd October, 2022 to 31st October, 2022- SOP- reg.

DAR& PG vide their O.M No. 30011/02/2009-O&M dated 25th August, 2022 has intimated that Special Campaign 2.0 for Disposal of Pending Matters shall be carried out across all the Ministries along the lines of the last year. The Special Campaign shall consist of two phases viz. (i) **Preparatory Phase** from **14th September, 2022 to 30th September, 2022** during which targets against various parameters mentioned at Para 2 below are to be decided by the Departments and (ii) **implementation phase** from **2nd October, 2022 to 31st October 2022** during which disposal against the above-mentioned targets are to be carried out on daily basis and progress thereof has to be entered on the DAR & PG portal. Special emphasis shall be laid on field/outstation offices in addition to the Ministries/Departments and their attached/subordinate offices. Overall cleanliness of Government offices by removing redundant scrap material and obsolete items and enhancing work place experience is to be undertaken during the campaign phase.

2. Information on following parameters is required to be collected during the preparatory phase:-

- **Number of pending References from MP's**
- **Pending references from the State Government**
- **Pending Inter-Ministerial References (Cabinet Note)**
- **Parliamentary Assurances pending more than 3 months.**
- **Pending PMO references**
- **Number of Rules / Processes identified for simplification**
- **Pending public grievances and Appeals (CPGRAMS as well as grievances received from other sources)**
- **Record Management**
- **Identification of Cleanliness Campaign sites**
- **Space management planning**
- **Scrap Disposal**

3. D(O&M) is mandated with compiling and entering the statistics/ data for Department of Defence (DoD) on the dedicated portal of DAR & PG designed for this purpose. With the approval of the Competent Authority, following sections/Divisions are hereby nominated for providing consolidated data/statistics for their respective wings to D(O&M), which are as follows:-

- a) D(JCM) for JS(Estt.) Wing
- b) D(Navy-IT) for JS(AF) Wing

- c) D(Lands), D(Q&C), D(Works-II) for JS(L&W) Wing
- d) D(BR-II), D(SSC) for JS(BR/SSC) Wing
- e) D(GS-II) for JS(Trg) Wing and D(Med) for JS(Med) Wing
- f) D(Coord) for JS& AM(LS) Wing
- g) DS (Parl)/ D(Parl) for Parliamentary Assurances for entire DoD.
- h) D(PG) for Public Grievances on CPGRAMS for entire DoD.
- i) DS(Gen/IT) / D(Estt.II/Genl. I) for identification of cleanliness campaign sites, space management planning/space freed and scrap disposal (amount generated), which is overall linked to the Swachhata Campaign.
- j) D(Coord) for Rules/Processes for simplification for entire DoD.

4. It may be appreciated that the progress shall be frequently reviewed by Secretary, DARPG, with the Nodal Officers during the Identification Phase as well as during the Special Campaign period. Third party assessment of campaign is also to be undertaken during the Campaign and post-Campaign phase.

5. All the Wing Heads of DoD are, therefore, requested to:-

- (a) issue suitable instructions to attached/subordinate offices and autonomous bodies under their administrative control to carry out the Special Campaign 2.0 in right earnest, including the Swachhata Campaign, and put in place an institutional mechanism for unhindered flow of statistics/data on the campaign to the concerned administrative divisions in DoD ;
- (b) direct the concerned sections under their Wings to make a realistic assessment of the **targets for various parameters** mentioned at Para 2 above **during the preparatory phase**, including from field/outstation offices, and compile and convey the overall finalized figure to D(O&M), **latest by 29th Sep, 2022; 02.00 PM** for entry into the portal;
- (c) direct the concerned sections under their Wings to compile and convey the statistics/data, including from field/outstation offices, **on the disposal** (also called achievements) **during the implementation phase** on a **daily basis by 3.00 PM**, without fail, to D(O&M) /e-mail: usdpg-mal@def.gov.in so as to enable D(O&M) to compile the same and enter into the portal by 05.00 PM.

6. This has the approval of the Defence Secretary.

Devendra Kumar Rai
(D. K. Rai)

JS (Estt) & Nodal Officer for DoD for Special Campaign 2.0
Toll: 2301-8832

All Joint Secretaries in DoD

MoD ID No. 34(7)/2022-D(O&M)

dated: 04.09.2022