



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



सं. No. प्रशा/III/विविध/AN/III/Misc/2023-24

दिनांक/Dated: 27.09.2023

**परिपत्र / CIRCULAR**

**(वेबसाइट के माध्यम से / Through Website)**

सेवा में, /To,

1. प्रभारी संयुक्त नियंत्रक, वे.ले.का.(अ.श्रे), ई.एम.ई., सिकंदराबाद  
The Jt. CDA I/c, PAO (ORs) EME, Secunderabad
2. प्रभारी उप-नियंत्रक, वे.ले.का. (अ.श्रे) सेना आयुध कोर, सिकंदराबाद  
The DCDA I/c, PAO (ORs) AOC, Secunderabad
3. प्रभारी उप-नियंत्रक, क्षे.ले.का. (थलसेना), विशाखापट्टणम्  
The DCDA I/c, AAO (Army) Visakhapatnam
4. सभी उप-कार्यालय (मानक सूची के अनुसार)  
All Sub Offices (as per standard list)
5. मुख्य कार्यालय के सभी व.ले.अ./ले.अ. तथा सभी अनुभाग (स्थानीय)  
All SAOs / AOs & All sections of Main office (Local)
6. The President LNWA

**विषय/Subject** : Conducting of 'Swachhata Hi Seva' (SHS) 2023 as part of  
'Swachhata Pakhwada' – reg.  
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Please refer to the enclosed copy of Headquarters Office letter F. No. AN/III/3012/Circular/Vol. XI dated 26.09.2023 regarding Conducting of 'Swachhata Hi Seva' (SHS) 2023 as part of 'Swachhata Pakhwada'. The following activities to be undertaken as per the schedule given below:

- i. **25<sup>th</sup> to 30<sup>th</sup> Sep 2023**: Weeding out of old files, dismantled material and building rubbish lying in common areas and to ensure clean surroundings, repair and maintenance of office buildings. All the officers and staff are to be engaged necessarily in the activity.
  - ii. **Main event – 1<sup>st</sup> October 2023 'Ek Tarikh Ek Ghanta**: Shramadaan, plantation of trees, and all parks of residential area to be cleaned for proper upkeep and maintenance. All staff, officers and family members to participate in the activities.
  - iii. **2<sup>nd</sup> October 2023**: Offering Shradhanjali, felicitation etc.
2. All the officers, staff and family members are requested to actively participate in the above activities for successful holding of 'Swachhata Hi Seva' campaign. It is further requested that a report on the above activities alongwith photos and videos to be submitted to this Office latest by **03.10.2023** on e-mail [cda-secd@nic.in](mailto:cda-secd@nic.in) for onward submission to Hqrs office.

**रमा**  
(के. रामकृष्णा)

वरिष्ठ लेखा अधिकारी (प्रशा-III)



# रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110010

**Controller General of Defence Accounts**

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665703 Fax: 011-25674806, 25674821 email: [aniii.cgda@nic.in](mailto:aniii.cgda@nic.in)



F. No. AN/III/3012/Circular/Vol. XI

dated 26.09.2023

To

All PCsDA/PCA) Fys)/CsDA  
(Through CGDA website)

**Subject: Regarding conducting of Swachhata Hi Seva (SHS) 2023 as part of 'Swachhata Pakhwada'.**

The Ministry of Housing and Urban Affairs, New Delhi have conveyed that a massive cleanliness drive is envisaged to be held on 1<sup>st</sup> October, 2023 at 10.00 am across the country as a tribute to Mahatma Gandhi on the eve of his birth anniversary on 2<sup>nd</sup> October, 2023.

2. Accordingly, the DAD has identified various activities across all Controllers' Offices which have to be taken up in this cleanliness drive as part of 'Swachhata Pakhwada', and have been conveyed to the Ministry of Defence as part of the activities to be undertaken by the department.

3. The Competent Authority has, therefore, directed that following activities will be taken up by the Field Controllers on the occasion of cleanliness drive on 1<sup>st</sup> October, 2023 from 10.00 am to 11.00 am as per following details:

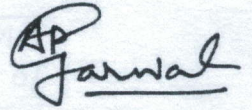
- i) From 25<sup>th</sup> to 30<sup>th</sup> September, 2023:- All Controller offices of DAD will carry out weeding of old files, dismantled material and building rubbish lying in common areas and ensure clean surroundings repair and maintenance of office buildings. All staff and officers to be engaged necessarily in this activity.
- ii) Main event - 1<sup>st</sup> October, 2023 'Ek Tarikh Ek Ghanta':- Shramdaan, plantation of trees, all parks of residential area will be cleaned for proper up keep and maintenance. All staff and officers and family members to be engaged in these activities.
- iii) 2<sup>nd</sup> October, 2023 offering Shradhanjali, felicitation etc.

4. All Controller offices are requested to please take note of details of activities as given in para (3) above and mobilize staff members as well as family members for successfully holding 'Swachhata Hi Seva' campaign. All out efforts may be made to ensure that activities as approved above are conducted across DAD offices as well as in residential areas ensuring proper cleaning of surroundings by offering shramdaan on this occasion.

5. It is also requested that a report on the activities taken up along with videos and photographs may be compiled and rendered to the HQrs office by 4<sup>th</sup> October, 2023. It is also requested that Controllers' Offices or any officer or member or staff will not

issue any report/picture/video on electronic as well as in print media or post these activities on any of the social media platforms. Propagation of activities through pictures and videos will be done by MoD through CGDA in accordance with directions issued by Ministry of Housing & Urban Affairs, restricting such propagation by Central Ministries only.

6. All are requested to kindly take note of these details and take action accordingly.



(Rozy Agarwal)  
Jt. CGDA (AN)