



CIRCULAR

Sub: Regular Cleanliness Drive and disposal of pendency-reg.

In compliance of DARE's Office Memorandum No.6-6/2021-Estt. Dated 23/11/2021, the Competent Authority has decided that a cleanliness drive is to be conducted at ICAR-DMAPR, Boriavi, Anand on every Friday from 5 PM to 8 P.M. All the Officers/Officer-In-charges/Scientists shall undertake activities related to clearing and disposal of old records/files, removal of scrap and garbage, keeping office room and surroundings clean, etc.

2. The consolidated Status Report of the cleanliness drive and the pendencies against various activities such as VIP references, Parliamentary Assurances, IMC references, PG cases, weeding out of files etc. (as covered under Special Campaign during the October, 2021 month) shall be reviewed on regular basis by Secretary, DARE & DG, ICAR on last Friday of the Month.

3. Keep into consideration the said directive, it is hereby informed that the cleanliness drive on every Friday of the month has to be taken in right spirit without fail.

4. This is being issued with the approval of the Competent Authority.

Dr. S. Anand
26.11.2021
Asstt. Administrative Officer

Distribution:

1. Circulation among all the Staff Members/Officers/OICs/Scientists, ICAR-DMAPR, Boriavi, Anand.
2. OIC (Security & House Keeping & Estate), ICAR-DMAPR, Boriavi, Anand.
3. Chairman, Swachha Bharat Abhiyan Committee, ICAR-DMAPR, Boriavi, Anand.
4. OIC, AKMU, ICAR-DMAPR, Boriavi, Anand for uploading on Directorate's website.
5. PS to the Director, ICAR-DMAPR, Boriavi, Anand.
6. Notice Board, ICAR-DMAPR, Boriavi, Anand.
7. e-Office Notice Board, ICAR-DMAPR, Boriavi, Anand.
8. Guard File.