

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
"A State University established by the Govt. of NCT of Delhi"
SECTOR-16 C, DWARKA, NEW DELHI-110078

No.F.1(6)(32)/2023/Estt.-NT/ 4620

Dated the 01st Aug., 2025

CIRCULAR

Subject : Swachhta Drive – E-Pledge

Reference University's Circular dated 29.07.2025 regarding observance of Swachhta Drive in Delhi and schedule of action plan/ activities to be held from 1st – 31st August, 2025 as per direction of DTTE, Govt. of NCT of Delhi (copy enclosed).

All the employees (Teaching & Non-teaching) of the University are hereby requested to take Swachhta Pledge on portal devised for this drive <swachhta.delhi.gov.in> and the acknowledge generated on the portal to be sent through HOO of the department **latest by 15th August 2025.**

Further, all the Deans/ Directors/ HOD are hereby requested to sensitize all the students of their school / centre to actively participate in the Shramdan and take Swachhta Pledge on the online portal so created accordingly and forward acknowledge on the **e-mail :swachhdelhi2025@gmail.com**

This issues with the prior approval of Competent Authority.



(NAVEEN KUMAR BUDHIRAJA)
ASSISTANT REGISTRAR (ESTT.-NT)

No.F.1(6)(32)/2023/Estt.-NT/

Dated the 01st Aug., 2025

Copy forwarded to the following for information & necessary action :

1. All Deans/ Directors/ Branch Head, GGS Indraprastha University.
2. Controller of Finance, GGS Indraprastha University.
3. Controller of Examination – I & II, GGS Indraprastha University.
4. Director Students Welfare, GGS Indraprastha University.
5. Director, In-charge East Delhi Campus, GGS Indraprastha University.
6. OSD to Hon'ble VC, GGS Indraprastha University
7. Asstt. Registrar, Vice Chancellor's Secretariat, GGS Indraprastha University.
8. Assistant Registrar to the Registrar, GGS Indraprastha University.
9. Project Director, UITS Cell for uploading the order on the University's website.
10. Guard file.


(NAVEEN KUMAR BUDHIRAJA)
ASSISTANT REGISTRAR (ESTT.-NT)



Guru Gobind Singh Indraprastha University
'A State University established by the Govt. of NCT of Delhi'
Sector - 16C Dwarka, New Delhi - 110078
(Statistical & Planning Branch)
Email: statistical.planning @ipu.ac.in



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F.20(1)(7)/2025/STATS/819

Dated: 29.07.2025

CIRCULAR

An email dated 28.07.2025 received from Joint Director (Planning), DTTE regarding observance of Swachhta Drive in Delhi from 1st - 31st August, as issued by the Special Secretary (UD) vide letter dated 25.07.2025. Further, it was stated that a schedule of action plan/ activities to be held from 1st - 31st August 2025 to be submitted to DTTE latest by 29.07.2025. (Copy enclosed)

In this regard, a meeting was held on 29.07.2025 at 11:30 AM in the Conference Room of the Registrar's Office, chaired by Dr. Kamal Pathak, Registrar, GGSIPU. The following Officers attended the meeting:

1. Sh. D.P. Dwivedi, OSD to Hon'ble Vice Chancellor
2. Prof. Varun Joshi, Dean (USEM) & Coordinator (NSS)
3. Prof. Manpreet Kaur Kang, Director (Students' Welfare)
4. Dr. Pankaj Agarwal, Project Director (CEPS)
5. Ms. Shikha Agarwal, Deputy Registrar (Statistical & Planning)
6. Sh. Dipin Arora, Deputy Registrar (Estate)
7. Sh. Bhupinder Singh, Deputy Registrar (Establishment- NT)
8. Sh. Shailesh. Superintending Engineer (UWD)
9. Sh. Abhishek Agarwal, Executive Engineer (UWD)
10. Ms. Bindu Ramachandran, Assistant Registrar (Affiliation)
11. Sh. Prabhat Mishra, In-Charge (General Administration)
12. Sh. Yogesh Bhatti, In-Charge (Central Stores)
13. Sh. Kamal Dhiman, Section Officer (Estate)

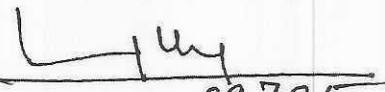
During the meeting, the following was finalized for observance of Swachhta Drive in the University from 1st - 31st August 2025:

S. No.	Activity	Time line	Action to be taken by	Nodal Officer
1.	Segregation of records and weeding out of old as per norms- old files/ documents can be disposed off by way of shredding, so as to have space in record rooms.	1 st - 15 th August 2025	All Deans/ Directors/ Branch Heads	Controller of Examination-II
2.	In order to avoid use of single use plastic, use of Glass bottles in office chambers, meetings be promoted. Every office should have set of such bottles (as per normal need) and there should be no use of single use plastic bottles, commonly called 'packaged water' bottles.	1 st - 31 st August 2025	All Deans/ Directors/ Branch Heads	In-Charge (General Administration)

S. No.	Activity	Time line	Action to be taken by	Nodal Officer
3.	Shramdan on 1 st August in all offices be done for 2 hours, to clean -	1 st August (9:30 AM to 11:30 AM)	All Deans/ Directors/ Branch Heads	In-Charge (General Administration)
	Properly arrange remaining record in record room,	1 st August	All Deans/ Directors/ Branch Heads	--
	Clean floors, premises cleaning, removal of defacement from premises including outer wall by way of removing unauthorised poster/ banners/ stickers/ private advertisement etc.	1 st August	All Deans/ Directors/ Branch Heads	Deputy Registrar (Estate)
	Water tank cleaning, suitable colouring of walls, grass cutting, pruning,	1 st August	Superintending Engineer (UWD)	Superintending Engineer (UWD)
	Plantation of saplings,	1 st August	All Deans/ Directors/ Branch Heads	Dean (USEM)
4.	Two hour Shramdan on every Saturday i.e. 2 nd , 9 th , 16 th , 23 rd and 30 th August in Slum/Unauthorised colonies including Sanitation and awareness activities including-	2 nd , 9 th , 16 th , 23 rd and 30 th August 2025	All Deans/ Directors/ Branch Heads	Coordinator (NSS)
	a) Public awareness activity - sanitation placard display and slogan rally in the locality colony, specially during morning - before 10 am	1 st - 31 st August 2025	All Deans/ Directors	NSS Coordinator
	b) Sramdan activity - Safai of nearby Public Park/ garden/ Streets & drain/ Market/other such public premises on principle of 'Each One, Clean One'.	1 st - 31 st August 2025	All Deans/ Directors	NSS Coordinator
5.	Swachhata drive photos also be uploaded on websites of respective department organization.	1 st - 31 st August 2025	Photographers	Media Coordinator & Project Director (UITS)
6.	All the employees to take 'Swachhata Pledge on portal devised for this drive <swachhata.delhi.gov.in> and the acknowledgement generated on the portal be sent through HOO of the Department on weekly basis at e-mail: swachhdelhi2025@gmail.com .	15 th August 2025	All Deans/ Directors/ Branch Heads to inform all the employees & students.	Deputy Registrar (Establishment-NT)
7.	Broken furniture/ equipment should be repaired and non-repairable should be written off/auctioned before 25 th August.	1 st - 15 th August 2025	All Deans/ Directors/ Branch Heads	In-charge (Central Store)
8.	In line with 'Reduce, Re-use, Recycle (3R) approach for 'Solid Waste Management, the departments may expeditiously onboard on e-office platform to reduce consumption of office stationary and circulation of physical files.	1 st - 31 st August 2025	All Deans/ Directors/ Branch Heads	Project Director (UITS)

S. No.	Activity	Time line	Action to be taken by	Nodal Officer
9.	Directions may be suitably circulated to Sub-ordinate agencies/field offices for implementation on similar lines	30.07.2025	Directors/ Principals of all affiliated institutions	Deputy Registrar (Affiliation)
10.	All the physical assets including 'public facilities/utilities' of department to be reviewed and any defaced infrastructure may be appropriately repaired/restored to its original condition, to the extent possible	1 st - 31 st August 2025	All Deans/ Directors/ Branch Heads	Superintending Engineer (UWD)
11.	Awareness activities planned within within University such as essay writing/ oration/ waste to wealth (art)/ slogan writing/paintings on related topics/ any other innovative safe method for awareness. The University should have School Safai Club.	1 st - 31 st August 2025	All Deans/ Directors/ Branch Heads	Director (Students' Welfare)
12.	Sanitation activities planned within institution			
	a) Swachhata of toilets (through sufficiently higher class willing students): Swachhata of water tanks, used for toilet flushing: Swachhata of drinking water tanki etc.	1 st - 31 st August 2025	All Deans/ Directors	Superintending Engineer (UWD) & Deputy Registrar (Estate)
	b) Swachhata of premises, side drain, grass cutting, bushes branch pruning. tree plantation in premises.	1 st - 31 st August 2025	All Deans/ Directors	Superintending Engineer (UWD) & Deputy Registrar (Estate)
	c) It may be ensured that not only the school premises, the area around the school premises also achieve visible Swachhata.	1 st - 31 st August 2025	All Deans/ Directors	Superintending Engineer (UWD) & Deputy Registrar (Estate)
	d) Every institution to have two garbage bins one for wet (biodegradable) and another for dry (non-biodegradable) waste and use the bins	1 st - 31 st August 2025	Deputy Registrar (Estate)	Deputy Registrar (Estate)
	e) If possible, every institution should have compost pit at backside/ suitable location in premises for composting wet waste (bio-degradable waste). Paper recycle facility may be given to higher schools	1 st - 31 st August 2025	Superintending Engineer (UWD) & Deputy Registrar (Estate)	Superintending Engineer (UWD) & Deputy Registrar (Estate)
	f) Colouring/ Painting of institution premises for beautification, writing of messages.	1 st - 31 st August 2025	Dean (USAP) & Dean (USDI)	Dean (USAP) & Dean (USDI)
	g) Demos and tips for handwashing, oral health, common illness spread through water - unhygienic foods	1 st - 31 st August 2025	Medical Officer	In-charge (University Health Centre)

All the respective Nodal Officers are requested to prepare the detailed schedule and coordinate for successful implementation of above activities for 'Swachhta Drive' in the University from 1st - 31st August 2025, under intimation to the undersigned.



29.7.25
(Dr. Kamal Pathak)
Registrar

To,

1. All the concerned

Copy for information:

1. AR to the Vice Chancellor's Secretariat for kind information of Hon'ble Vice Chancellor, GGSIP University.
2. AR to the Registrar's office for kind information of Registrar, GGSIP University.


(Shikha Agarwal)
Deputy Registrar (Statistical & Planning)