



केन्द्रीय माध्यमिक शिक्षा बोर्ड
(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)
CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Ministry of Education, Govt. of India)

CBSE/ Dir(ACAD)/ 2021

August 31, 2021

Circular No. ACAD-73/2021

All Heads of Institutions affiliated to CBSE

Subject: Cleanliness Drive for Swachh Bharat – Swachhata Pakhwada
(1st to 15th September, 2021)

Recognizing the vital role of the schools in spreading the awareness about Swachhata Mission and its implementation across the country, the schools are advised to observe Swachhata Pakhwada from **1st to 15th September, 2021** by organizing the following participatory activities:

S.No.	Activity Name	Dates
1	Swachhata Shapath Day	1.9.2021
2	Swachhata Awareness Day	2.9.2021
3	Community Outreach Day	3.9.2021
4	Green School Drive Days	4.9.2021 to 5.9.2021
5	Swachhata Participation Days	6.9.2021 to 7.9.2021
6	Hand Wash Day	8.9.2021
7	Personal Hygiene Days	9.9.2021 to 10.9.2021
8	Swachhata School Exhibition Days	11.9.2021 to 12.9.2021
9	Swachhata Action Plan Days	13.9.2021 to 14.9.2021
10	Prize Distribution Day	15.9.2021

The complete suggestive action plan for the activities is enclosed.

Due to Covid – 19 pandemic, Swachhata Pakhwada 2021 activities may be focused on three major precautionary practices i.e.

- Hand-washing with soap
- Use of Mask
- Social Distancing; and on 3 Ts (Trace, Testing and Treat).

To observe Swachhata Pakhwada in a befitting manner, the schools are advised to undertake the following suggested activities either physically or virtually, as the case may be, strictly keeping in view the Covid-19 protocols laid down by the Government: -

- Swachhata Shapath may be organized in all schools and educational institutions (in virtual mode/physical mode with social distancing).



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2. Hold meeting (in small groups/ virtually) of SMCs/SMDCs/PTAs in the first week of the Pakhwada to highlight the importance of cleanliness and sanitation and Hand-washing, Use of Mask and Social Distancing; and to encourage and inspire them to continue with good practices for hygiene and sanitation in school as well as home.
3. Teachers to inspect water and sanitary facilities in the school, do a quick assessment of Swachhta Action Plan (SAP) for present status, O & M (in view of the Covid-19 requirement) of water, sanitation and hygiene facilities and make plan for repair and upkeep of the facilities, if required.
4. Competitions for COVID safe, clean and well-maintained premises and toilets in schools.
5. Painting/Essay/Quiz/Slogan writing/model making competition for students on cleanliness and hygiene practices in school and COVID responsive behavior in virtual mode.
6. Swachhata awareness messages to be posted on the school website. Alternatively, photographs on Swachhata may be displayed in schools.
7. All teachers and school heads may complete the online training module provided on DIKSHA in English (https://diksha.gov.in/explore-course/course/do_313318876367847424117) and Hindi (https://diksha.gov.in/explore-course/course/do_31331883034029260815072) on WASH related precautions for School Reopening, if they have not done so yet.

The following activities may also be undertaken by the teachers and administration of the schools while adhering to COVID-19 preventive measures such as using masks, protective gear etc.:

- i. E-office and e-filing system may be encouraged and followed.
- ii. All kinds of waste material like sanitation waste, used and disposed masks, broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of the school and disposed off as per procedure.
- iii. Banning use of single use plastics within school premises.
- iv. Teachers and students in association with local representative should virtually (or in-person one to one contact with safely precautions) propagate the theme of the Pakhwada among family members, neighbours, citizens in nearby areas.
- v. Awareness about stopping use of single use plastic and adhering to 3 R (Reduce, Reuse and Recycle) principles.
- vi. Daily cleaning and disinfection of frequently used surfaces.

Further, in order to give impetus to the Swachhata drive and create mass awareness, it is requested that the following activities may be undertaken:



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- i. Audio visual programme/IEC material to be created to motivate students and others on Swachhata and water conservation. (IEC material shared by MoE on 6th November, 2020 for Corona Responsive Behavior (CRB) can be displayed on the walls of the school and appropriate sites/website for visibility of teachers and students.
- ii. Electronic banners may be created and uploaded on the school's web portal to highlight the observance of the Pakhwada. Publicity and awareness generation may be done through use of social media, as well as electronic and print media.

School Heads are requested to ensure maximum participation of all the stakeholders in the Swachhata Pakhwada during 1st to 15th September 2021 and accordingly prepare an action plan for making the event successful and effective. The activities conducted by the schools during the Swachhata Pakhwada will enable the schools to take this mission of cleanliness to the community thereby creating mass awareness.

A report of the activities conducted by the school shall be submitted at <https://forms.gle/nYKyNhfkD9Vo2Pf86> on or before 18th September, 2021. Also upload the photographs, video films etc. together with highlights of each day of Pakhwada on Google drive every day during the Pakhwada.

Dr. Joseph Emmanuel
Director (Academics)

Encl.: As stated above

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim –737101
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar –791 111
7. The Director of Education, Govt. of A&N Islands, Port Blair – 744101
8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Jungle Ghat, P.O. 744103, A&N Island



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9. The Director, Central Tibetan School Administration, ESSESS Plaza, Community Centre, Sector -3, Rohini, Delhi
10. The Additional Director General of Army Education, A –Wing, Sena Bhawan, DHQ, PO, New Delhi-110001
11. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
12. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective Regions
13. All Joint Secretary/ Deputy Secretary/ Assistant Secretary/SPS / Analyst, CBSE
14. All Head(s)/ In-Charge(s), Centre of Excellence, CBSE
15. In charge IT Unit with the request to put this Circular on the CBSE Academic Website
16. In-Charge, Library
17. The Head (Media & Public Relations), CBSE
18. DS to Chairman, CBSE
19. SPS to Secretary, CBSE
20. SPS to Director (Academics), CBSE
21. SPS to Director (Information Technology), CBSE
22. SPS to Controller of Examinations, CBSE
23. SPS to Director (Training and Skill Education), CBSE
24. SPS to Director (Professional Examinations), CBSE
25. SPS to Director (CTET), CBSE
26. SPS to Director (EDUSAT), CBSE
27. Record File

Dr. Joseph Emmanuel
Director (Academics)



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Ministry of Education
Department of School Education & Literacy

Suggested Action Plan for Swachhata Pakhwada (1-15 September, 2021)

1.9.2021 (Wednesday)

Swachhata Shapath Day

- Swachhata Shapath function may be organized wherein all students and teachers/staff may participate virtually/physically with social distancing. Children to speak about and take pledge for Swachhata (including COVID related preventive infection control measures related to mask, safe distancing, hand hygiene etc).
- Swachhata/COVID awareness message to be posted on the website of the Department/Organisations/Schools.
- Electronic banners may be created and uploaded on the departmental/state web portals to highlight the observance of the Swachhata Pakhwada. Publicity and awareness generation may be done through use of social media, as well as electronic and print media.
- **Upload the number of students who took Swachhata Shapath and the number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**

2.9.2021 (Thursday)

Swachhata Awareness Day

- Hold virtual meeting of SMCs/SMDCs/PTAs to highlight the importance of cleanliness & sanitation and importance of Hand-washing, Use of Mask & Social Distancing among children, parents and teachers; 3 Ts; and to encourage and inspire them for hygiene and sanitation in school as well as home.
- Teachers to inspect sanitary facilities in each and every corner of school/ institution to do a quick assessment and make proposal/plan for upkeep of the facilities.
- COVID- 19 sensitive adaptation for WASH facilities (hand wash facility, daily cleaning and disinfection, toilet/ urinal use, water facility use, ventilation, waste management, O&M etc) may be discussed with the local representatives. This may include ensuring - adequate, clean and separate toilets for girls and boys, supplies like – soap, handwash and safe water, disinfectants, PPE for specific purpose, cleaning staff etc.
- A status check/review can be done for piped water supply connection in the school in view of special 100 days campaign under **Jal Jeevan mission**.

- A status check and augmentation plan with regard to water harvesting systems in the school may be taken up in view of the current **catch the rain** campaign till end November 2021
- Extensive cleaning/disinfection of toilets, kitchen, classrooms, fans, doors, windows, clearing bushes in the campus to be undertaken. The local community may be involved in these activities with the participation of SMCs/PTAs and local representatives, while adhering to COVID-19 prevention measures and involvement in restricted numbers.
- Weeding out/recording of the old files, records as per procedure.
- All kinds of waste material like broken furniture, unusable equipment, defunct vehicles etc. should be completely removed from the premises of schools/institutions.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.
- The details of Google Tracker and Drive will be intimated later.

3.9.2021 (Friday)

Community Outreach Day

- Parenting Seminars (virtual/small groups) may be organised on the theme of Swachhata to promote cleanliness and COVID safe behavior among their children.
- Teachers and students in association with local representatives should propagate the theme of Swachhata Pakhwada, covid appropriate behaviour and vaccination among public in local areas.
- Upload number of teachers participating in the community outreach activities on Google Tracker and photos, videos and publicity material on Google Drive.
- The details of Google Tracker and Drive will be intimated later.

4.9.2021 and 5.9.2021 (Saturday – Sunday)

Green School Drive Days

- Students may develop imaginative slogans, posters and pamphlets on themes such as fighting Corona through Covid Appropriate Behaviour and vaccination, water conservation, eliminating single use plastic etc, which can be later displayed in school exhibitions and on village/ town walls/ school premises/ public.
- Educate students about conservation of water and empower them to protect the natural sources of water. Every student to save at least one litre of water per day, to encourage them towards judicious use and minimum wastage of water at home and school.
- Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.
- The details of Google Tracker and Drive will be intimated later.

6.9.2021 and 7.9.2021 (Monday & Tuesday)

Swachhata Participation Days

- Competitions can be held in districts/blocks/clusters for clean and well-maintained premises and toilets in schools, while observing all Covid protocols.
- Painting, Skit, Poem-making, slogan writing competitions on Swachhata.
- Letter/ Essay writing competition – "COVID-19 responsive school" theme (virtual)
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **Upload number of students who participated in Painting competition on tracker and scans of 3 top Essays, Slogan and Painting per district on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**

8.9.2021 (Wednesday)

Hand Wash Day

- Create Awareness on the need for proper hand wash in daily life.
- **Children should be taught proper method/steps/moments, timings of hand washing with soap before and after eating.**
- Barrier free access to the drinking water and toilet facilities for Divyang students may be reviewed and ensured.
- Students may be taught about checking wastage of water.
- Water from hand washing unit to be channeled to school gardens.
- Children may be taught about the water borne diseases/diseases, safe handling of drinking water so that they practice proper hand and oral hygiene.
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**

9.9.2021 and 10.9.2021 (Thursday - Friday)

Personal Hygiene Days

- Audio visual programme to be undertaken to motivate students/employees and others for maintaining cleanliness.
- Students will learn about proper way of cutting and keeping nails clean, daily bathing with clean water, wearing clean cloths, no spitting in open, wearing shoes/slippers etc. (also – wearing mask correctly, no hand shaking, respiratory hygiene, not sharing personal items or food with others, avoiding crowd in COVID-19 times).

- Students will be taught the hygienic manner of using toilets and drinking water facilities.
- Students may be made aware of the importance of brushing teeth twice a day and making it routine habit.
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**

11.9.2021 and 12.9.2021 (Saturday & Sunday)

Swachhata School Exhibition Days

- Photographs, paintings, cartoons, slogans etc. made by students on Swachhata activities/Covid response behaviors may be displayed in School/Education Department's website.
- State may document some of these exhibits.
- Making artifacts at home using local recycled raw material for storage of waste i.e., artistic dustbins using local skills promoting their culture.
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**

13.9.2021 and 14.9.2021 (Monday & Tuesday)

Swachhata Action Plan Days

- SMC/SDMC to create awareness among students, parents and local people about the Swachhata Action Plan (with inclusion of COVID -19 related measures) of the school.
- Convene small group meeting of Bal Sansad/School Cabinet specially to discuss the Swachhata Pakhwada activities in the school.
- Encourage community members and students to make suggestions as to what new activities can be included under Swachhata Pakhwada and forward such suggestions to MoE
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**

15.9.2021 (Wednesday)

Prize Distribution Days

- Prize distribution for participation of children, teachers and parents in competitions viz. Painting, Essay, Debate, Quiz, Slogan, Inter-school and Crafting, model making etc. (physical ceremonies may be avoided, prizes may be announced virtually, digital certificates issued and handing over of prize items be deferred till normal school reopening)
- All Schools/educational institutions may sum up their activities and work undertaken during the Pakhwada and select best activity for forwarding to district/state authority for uploading on the website i.e. in public domain.
- **Upload number of schools participated on Google tracker and photos, videos and publicity material on Google drive.**
- **The details of Google Tracker and Drive will be intimated later.**