



## Swachhta Action Plan (CBEC)

Best practices by some of the field formations  
(Zones/Directorates)



The office of the DGHRD was entrusted upon the task of monitoring Swachhta Action Plan (SAP) vide letter dated 25.11.2016, issued by the Ministry. Since then, this office is actively engaged in monitoring of the same by way of collecting, collating and compiling the Data/Reports from the field formations for onward submission to the Ministry.



## The office of the DGHRD collects data from all the CCOs and the Directorates under CBEC-

S	Formations	Number	Name
1.	Customs	11	Ahmedabad, Bengaluru ,Chennai, Delhi Preventive, Delhi ,Kolkata ,Mumbai-I ,Mumbai-II ,Mumbai-III, Patna Preventive,Trichy Preventive
2.	GST & CX	21	Ahmedabad, Bengaluru, Bhopal ,Bhubaneswar, Chandigarh, Chennai,Delhi,Guwahati,Hyderabad, Jaipur,Kolkata,Lucknow,Meerut,Mumbai ,Nagpur, Panchkula, Pune, Ranchi, Thiruvananthapuram, Vadodara, Vizag
3.	Directorates	19	CRCL, DG(Audit), DG(EP), DG(GST), DG(Safeguards) DG(Systems and DM), DG(Valuation), DG(Vig), DGARM DGGSTI, DGHRD, DGIC DGPM, DGTS DRI, Legal Affairs, Logistics, NACEN, Settlement Commission

# Fund Allocation vis-a-vis Expenditure by the formations under CBEC

<b>Total Fund allocated to formations under CBEC for 2016-17</b>	<b>Rs 45 crores</b>
Total fund spent by the formations till August,2017 (*Source-Monthly Expenditure Reports sent by formations to EMC wing of DGHRD)	<b>Rs 1.09 crores</b> Which is a very low figure as compared to funds allocated and considering the months left in completion of this financial year
<b>Top 5 performer Zones</b> (in terms of % of expenditure from their SAP fund till August, 2017)	<ol style="list-style-type: none"><li>1. Vizag Customs (99.87 %)</li><li>2. Ranchi GST &amp; CX (13.86 %)</li><li>3. Ahmedabad GST &amp; CX (12.99 %)</li><li>4. Vadodara GST &amp; CX (12.65 %)</li><li>5. Vizag GST &amp; CX (10.36 %)</li></ol>



This office has collected/is collecting information from all the field formations in 5 ways-

Sr. No.	Report format
1.	Two focused projects by all the field formations
2.	Projects/ Activities completed by the formations
3.	Projects/ Activities , under process, by the formations
4.	Projects/ Activities planned by the formations for the year
5.	Expenditure incurred from SAP Fund

- GoI has launched one website, dedicated to Swachhta Action Plan- [www.swachhtaactionplan.com](http://www.swachhtaactionplan.com).

The DGHRD is provided Username and password to upload and manage data pertaining to CBEC.

S.No	Activity	No./Amount
1.	No. of Images uploaded so far	102
2.	No. of Activities <b>uploaded</b> so far	22
3.	Fund allocated to the CBEC	45 cr
4.	Fund spent till August ,2017	1.09 cr

S. no.	Some Major Projects	Formations
1.	Installation of Composters for biodegradable waste in many formations	Bhopal, Bhubaneswar and Calicut GST Commissionerates
2.	Vermi-culture compost plants for disposal of organic waste	Meerut GST Commissionerate
3.	Installation of bio gas plants	80% of the formations
4.	Installation of RO plants and rain water harvesting plants to help in conserving resources	Vizag, Hyderabad GST and Chennai Customs Commissionerates
5.	Reverse Osmosis plant and Reju water Sewage treatment plant	Chennai Customs and NACIN, Bengaluru
6.	Adoption of a slum areas for cleanliness drive	Kolkata Customs
7.	Awareness campaign and Toilets constructions in many Government schools	Bengaluru, Kolkata, Lucknow, Mumbai and Delhi GST Commissionerates
8.	Campaign in remote villages	Chandigarh GST Commissionerate
9.	Office digitization	Chennai, Meerut, Ranchi, Vadodara, Vizag, Delhi GST and Trichy Customs Commissionerates

## Best practices/Initiatives by some of the field formations-

Sr no.	Name of the formation	Swachhta activity
1.	Rajkot GST	All obsolete/unservicable furniture/items/almirahs/junk tables have been disposed of, Rs. 93,270 received and deposited in Govt. a/c.
2.	Ranchi GST	<p>A cleanliness drive organized on 29.05.2017 around Dhurwa Dam to clean the area and create awareness on Swachh Bharat Mission amongst local residents and visitors.</p> <p>Cleanliness drive organized on 09.06.2017 in the residential area of Central Excise Colony, NGHC Khelgaon, Ranchi to clean the area and to create awareness on Swachh Bharat Mission amongst the residents.</p>



# Best practices/Initiatives by some of the field formations- (contd.)

Sr no.	Name of the formation	Swachhta activity
	Ranchi GST	Slogan competition organized on 12.05.2017 with the active participation of officers / staff with some topics on Swachh Bharat.
3.	Thiruvavnthapuram GST	Weeding out wild grass and cleaning the surroundings of staff quarters at Valiyathura.
4.	Ahmedabad Customs	Approx. 200 files were identified from old records for weeding out, which were sold out after proper shredding and Rs. 4,400/- collected from vendor has been credited to the government account.
5.	Cochin Customs	Debris accumulated in the last few years are removed from the jetty in Fort Kochi where Customs Vessel are berthed.

## Best practices/Initiatives by some of the field formations- (contd.)

Sr no.	Name of the formation	Swachhta activity
6.	Cochin Customs	<p>A proper waste management system is implemented by ensuring segregation of bio-degradable and non-biodegradable wastes. Installed Bio gas plant and arrangements have been made to remove other wastes on a daily basis by 'Kudumbshree Unit'</p> <p>Kitchen garden is being maintained in the adjacent are of canteen to cultivate organic vegetables</p>
7.	Amritsar Customs Preventive	<p>Solar Lighting lamps in the residential colony</p> <p>Distribution of saplings among the employees</p>
8.	Trichy Customs	<p>Total no. of 21,555 files and certain obsolete furniture were disposed as part of Swachhta drive and amount of Rs. 38,713/- was realized as sale proceeds.</p>

# Best practices/Initiatives by some of the field formations- (contd.)

Name of the formation	Swachhta activity
9. Mumbai Customs Zone-I	
<p>A room admeasuring 10.45m x 7.50 m on the ground floor of New Custom House was in disarray, mostly being used to dump old/unused furniture, e-waste etc. The room has now been converted in Centralized Record Room (CRR) with compactor in place. The compactors have a capacity to store 60,000 files. The Centralized Record Room (CRR) is being used by all offices of Customs Zone-I Preventive Commissionerate to keep the live files. This initiative has not only helped decongest the existing office space in New Customs House and Annex Building but was also instrumental in clean and hygienic work environment to all the employees. A section of the said hall has been utilized to create Gym facilities and indoor games for the staff / officers posed in New Custom House. The said Centralized Record Room and Gym was inaugurated by Ms. Ananya Ray, IRS (Special Secretary &amp; Member-Customs/Legal &amp; Zonal). All work has been completed.</p>	

## Best practices/Initiatives by some of the field formations- (contd.)

Sr no.	Name of the formation	Swachhta activity
10.	NACIN Faridabad	NACIN Faridabad has bought a composter machine which produces compost and fertilizer, that enhance soil and aids in plant growth. This bio-degradable waste after composting is being used within NACIN as fertilizer and maintenance of horticulture in the academy.
11.	Meerut GST	Total vermi beds being installed in vacant land within the premises of the main office building for the purpose of composting work. Residues within the residential and office premises also utilized to generate vermi-compost, using earthwarms.
12.	Guntur GST	Essay writing competition /lectures organised on the topic like need of Swachhta in Offices /day life
13.	Indore GST	Compost pit digging-Manure from waste

# Best practices/Initiatives by some of the field formations- (contd.)

Sr no.	Name of the formation	Swachhta activity
14.	Delhi Customs Preventive	<p>The basketball court situated in the office campus identified under SAP for beautification. In the first stage, the ground being cleared by removing debris and other waste material. For beautification, a touch of landscaping and planting of flower plants .The plants brought by the officers and staff themselves so as to inculcate a sense of belonging and desire to see the plant growing and blooming with flowers.</p> <p>The main walls on the entrance of each floor of the building identified to get the same painted by the students of Arts College etc. to improve the aesthetic look of the office.</p>
15.	Mumbai I Customs	Coordination with CPWD for cleaning of the tanks in the office

# Best practices/Initiatives by some of the field formations- (contd.)

Sr no.	Name of the formation	Swachhta activity
16.	Trichy Cus Preventive	By forming SAP volunteers association, the Swachhata drive and its significance has to be conveyed to the school children and public.
17.	Delhi GST	Drawing Competition in Govt School on the topic "Swachhta" and prize distribution
		Water cooler installation in Govt School,Mayapuri
		Distribution of Swachhta certificates to the staff
18.	Guwahti GST	Awareness in Govt school by drama competition Cleaning campaign in Brahamputra apartment by officers and staff
19.	Mumbai I Customs	Cleaning of Girgaon chowpatty
20.	Jabalpur GST	Cleaning of Gwari ghat of Narmada



# Pictures

(Installation of Water cooler in Govt School, Mayapuri, Delhi by Delhi GST)



# Pictures

## (Swachhta Certificate by Delhi GST Zone)





# Pictures

## Mumbai Customs-III (before)



# Pictures

## Mumbai Customs-III (after)



# Pictures

## (Van Mahotsava by Ludhiana Customs)



लुधियाना टूडे (राजिन्द्र शर्मा) कस्टम हाउस जी.टी.रोड साहनेवाल में कस्टम कमिशनर अरविंदर सिंह रंगा (आई.आर.एस) की अध्यक्षता में वातावरण को शुद्ध रखने के उद्देश्य से वन महोत्सव का आयोजन किया गया। इस अवसर पर रंगा ने धरती को हरा भरा रखने के उद्देश्य से सभी कस्टम अधिकारियों व कर्मचारीयों को साथ लेकर पौधरोपण किया व इस वर्ष 1500 पौधे लगाने का लक्ष्य रखा और सभी को वातावरण संभाल की शपथ दिलाई। जवाइंट कमिशनर रितुराज गुप्ता ने जानकारी देते हुए कहा कि गत वर्ष भी कस्टम विभाग की तरफ से 1000 पौधे लगाए गए थे।



# Pictures

(Cleaning of Girgaon chowpatty by  
Mumbai-I Customs)



# Pictures

## (Beach cleaning by Mumbai-I Customs)



# Pictures

(Cleaning of GWARI Ghat on Narmada by Jabalpur GST)



CBEC ✓  
@CBEC\_India

Cleaning of Gwari ghat on Narmada river & other Swachhta activity at Jabalpur by GST Jabalpur Commissionerate  
[#SwachhtaHiSewa](#)  
[#MyCleanIndia](#)





# Pictures

(Compost pit digging-Waste to Manure-by  
Indore GST)



# Pictures

(Swachhta Awareness in Govt School by Guwahti GST)





# Pictures

## (Sewage Treatment Plant in NACIN, Bengaluru)



# Way Forward

- ✓ The field formations can list out the required areas where funds from SAP can be spent.
- ✓ The field formations can adopt any of the Best practices of various field formations depending upon the local need/environment and the funds allocated.
- ✓ Request to kindly send pictures related to Swachhta Action Plan on mail [sd-policy.dghrd@nic.in](mailto:sd-policy.dghrd@nic.in), time to time, so that the same be uploaded on the portal.
- ✓ Request to take up the SAP with full enthusiasm so as to make CBEC proud, while showcasing the same in higher level meetings in the GoI.



Thank You

