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No.10/01/2014-Dir(C)  
Government of India  
Ministry of Personnel, PG & Pensions  
Department of Personnel and Training  
Director(Canteens)

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Lok Nayak Bhawan, Khan Market  
New Delhi, dated 13<sup>th</sup> February, 2015

OFFICE MEMORANDUM

Subject: Swachh Bharat Mission-Departmental Canteen

Reference is invited to this Department's O.M. of even No. dated 26.09.2014 and 09.10.2014 wherein all Ministries/Departments were requested to carry out periodical cleanliness campaign in respect of Departmental Canteens under their administrative control through respective Management Committees. Detailed guidelines with reference to observation and maintenance of cleanliness in Departmental Canteens were also circulated. All Ministries/Departments were requested to carry out periodical cleanliness campaign at least once in a month in respect of Departmental Canteens under their administrative control and furnish report thereon in the prescribed Proforma. So far only few Departments have furnished this report. All Ministries/Departments are requested to furnish report on cleanliness campaign carried out by them in respect of Departmental Canteen by 15<sup>th</sup> of every month.

P. Tyagi  
(Pratima Tyagi)  
Director(Canteens)  
Tele: 24624722

Copy to:-

1. All Ministries/Departments of the Government of India-  
(Director/Deputy Secretaries Incharge, Administrative Division/Wing as per Standard List)
2. President's Secretariat, Rashtrapati Bhawan, New Delhi.
3. Cabinet Secretariat, New Delhi.
4. Director (Admn.) DOP&T, North Block, New Delhi-w.r.t letter No. I-28011/101/2014-Coord dated. 27.01.2015.
5. Comptroller & Auditor General of India, New Delhi.
6. Director of Audit, Central Revenue, New Delhi.
7. Controller General of Accounts, Ministry of Finance, New Delhi.
8. Supreme Court of India, Tilak Marg, New Delhi.
9. High Court of Delhi, Sher Shah Road, New Delhi.
10. Controller General of Defence Accounts, R.K.Puram, West Block, New Delhi.
11. CAO's Office, Ministry of Defence, DHQ, PO, New Delhi-110011.
12. Administrator, all Union Territories as per standard list.

Copy for information to:-

1. PSO to Secretary(P)
2. PS to Joint Secretary (AT&A).