

**RAIL WHEEL FACTORY**  
(Indian Railways)

General Manager's Office,  
Personnel Branch,  
Yelahanka, Bangalore - 64.

No.RWF/Misc-45/303/Pt-II

Date: 14.08.2017.

**All Officers/Supervisors/Staff, RWF/YNK**

Sub: - Observance of Swachhta Pakhwada from 16.08.2017 to 31.08.2017.

Ref :- Railway Board's letter No.2016/EnHM/08/10 dated 07.08.2017.

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As a part of observance of Swachhta Pakhwada from 16.08.2017 to 31.08.2017, the following Programmes have been organised at RWF.

SI No	Date	Activities
1	16.08.2017	Administering of Swachta Pledge.
2	17.08.2017	Swachh Samwad- Organizing painting competition for KV Students.
3	18.08.2017	Displaying of antilittering notices
4	23.08.2017	Swachh Parisar (Clean Work Place)- Staff and Officers to undertake cleaning activities in their work spots.
5	24.08.2017	Swachh Ahar-Intensive cleaning of Staff Canteen
6	26.08.2017	Swachh Parisar (Clean Residential Premises)- organizing Swachhta Campaign in west colony.
7	28.08.2017	Swachh Neer (Clean Water) – Engineering Department to arrange cleaning of all water tanks.
8	29.08.2017	Swachh Prasadhan- Intensive cleaning of toilets in all areas.
9	30.08.2017	Commendation of best maintained Office /Shop/Work area-HODs to award Supervisors/Staff on cleaning activities for the best maintained office/premises.
10	31.08.2017	Review of the work carried out during Pakhwada and forwarding reports and photographs for uploading of reports and photographs in the website.

Officers, Supervisors and Staff, Trainees in TTC are requested to attend the Swachhta campaign in West Colony on 26.08.2017 at 10.00 Hrs. Officers and Staff are also advised to carry out cleaning of their office premises, workshop areas, depots, hospital areas on 23.08.2017 to keep their area neat clean.

  
for **CHIEF PERSONNEL OFFICER**

Copy to:

1. The Joint Secretary/ Staff council
2. The Secretary, AISCTREA & AIOBC Association.
3. All Notice Boards.