



भारत सरकार / Government of India
वाणिज्य एवं उद्योग मंत्रालय / Ministry of Commerce & Industry
विकास आयुक्त का कार्यालय / Office of the Development Commissioner
सीपज़ - विशेष आर्थिक क्षेत्र / SEEPZ-Special Economic Zone
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REVISED CIRCULAR No. 313/2019

As per the directions of the Government of India to celebrate the "Swachhata Pakhawada (1st - 15th November, 2019) among the Government Offices, the following activities will be carried on during 1st - 15th November, 2019 in the Zone premises.

All the Officers/Staff members including outsourced/Consultants are requested to participate in the "Swachhata Pakhawada" celebration to make it successful, as per schedule given below:

Sr. No.	Date	Activities / Programs	Venue	Time
1	01/11/2019 (Friday)	Inauguration	Zone-A (Gate No. 1 to Gate No. 2)	10:00 to 12:00
2	04/11/2019 (Monday)	Swachhta Abhiyan	Zone-B (Gate No. 2 to G&J Complex II & III)	10:00 to 12:00
3	06/11/2019 (Wednesday)	Swachhta Abhiyan	Zone-C (From M/s Goldium to M/s Renaissance)	10:00 to 12:00
4	08/11/2019 (Friday)	Swachhta Abhiyan	Zone-D (SDF-I to SDF-II)	10:00 to 12:00
		Drawing and Speech competition	Conference Hall, Service Centre Building	15:00 to 17:00
5	11/11/2019 (Monday)	Displaying of banners at prominent places and taking swachhta pledge.	Common passage area beside Conference Hall, Service Centre Building	10:00 to 13:00
		Swachhta Abhiyan	Zone-E (SDF-III to Gate No. 2)	
		Essay Writing & Slogan writing competition (at least 3 slogans)	Conference Hall, Service Centre Building	15:00 to 17:00
6	13/11/2019 (Wednesday)	Swachhta Abhiyan	Zone-F (SEEPZ + Zone)	10:00 to 12:00

7	14/11/2019 (Thursday)	Sanitation and cleanliness and sanitation drive within the campus and surrounding including residential colony, common areas. Stock taking of biodegradable and non-biodegradable waste disposal status and providing on the spot solutions.	Entire campus as well as Residential Complex.	10:00 to 12:00
8	15/11/2019 (Friday)	Closing ceremony and prize distribution followed by speech of Higher Govt. Officers including Chairman of the Associations.	BFC Building, 2 nd Floor, Conference Hall.	15:00 to 17:00

Remarks:

Zone-B: All DC Office as well as Customs staff including outsource staff.

Zone-C: All customs staff with the help of Caretakers.

Zone-D: All outsourced staff including caretakers.

Zone-E: All Caretakers including few security guards.

Zone-F: Security Guards under leadership of Security Officer.

Further, it has also been decided to award cash prizes to the participants in various competitions, as below:-

Sr. No.	Name of Competition	Date of Competition	Venue & Time	Prize
1	Drawing and Speech competition.	08/11/2019	Conference Hall, Service Centre Building from 15:00 to 17:00.	1 st – Rs. 1000/- 2 nd – Rs. 500/- Consultation prize – Rs. 250/- (3 prizes)
2	Essay Writing & Slogan writing competition (at least 3 slogans)	11/11/2019	Conference Hall, Service Centre Building from 15:00 to 17:00.	1 st – Rs. 1000/- 2 nd – Rs. 500/- *Consultation prize – Rs. 250/- (3 prizes)

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(Raju Kumar)
ADC/Admn

No. SEEPZ-SEZ/ADMN/SSA/428/2014-15/Vol-III/21730

Dated 11 /11/2019

Copy to:

1. All Officers/Staff members including outsourced staff/Consultants ... through outlook mail.
2. DCO/JDCO
3. Notice Board
4. IT Section with direction to upload the Circular on office website.