
	<p>GOVERNMENT OF INDIA MINISTRY OF DEFENCE Principal Controller of Defence Accounts (Northern Command), Jammu-180003 Tel.No.:EPABX Nos:0191-2435439,2459205 Ext. 201,303 Fax-0191-2434984,52435068 E-mail:<a href="mailto:cda-jammu@nic.in">cda-jammu@nic.in</a></p>	
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No. AN/III/2811/Circular

Dated 20 /09/2018

To

All Sections in main office

All sub offices

**Subject: Observance of Swachhata Campaign, 2018**

As circulated vide HQrs office circular No. AN/III/3012/Circular Vol-VII dated 18/09/2018, Swachhta Campaign, 2018 (Swachhata Hi Sewa) from 15/9/2018 to 02/10/2018 by engaging all the departments is to be observed.

All the officers and staff members are therefore, requested to organise and participate in Shramdaan for Swachta related activities from 15/9/2018 to 02/10/2018 at all levels and make the Swachhata Hi sewa (SHS) 2018 a grand success. Activities to be performed under Swachhta Campaign, 2018 in the Main office will be as per Annexure-'A' enclosed.


So far as Sub Offices are concerned activities to be under taken may be decided at their end and a detailed report (date wise) may be furnished to AN-III Section on 03/10/2018 by 2 PM through e mail: [adminiiiipcda.dad@hub.nic.in](mailto:adminiiiipcda.dad@hub.nic.in). HQrs office circular dated 18/9/2018 alongwith activities may be downloaded from CGDA website

  
ACDA (AN)

Copt to:-

The IT & S Cell

For uploading in PCDA (NC) website please.

  
ACDA (AN)

## A Date wise list of activities on Swachhata Campaign, 2018

'Annexure-A'

Date	Section/Office	Activities
24/09/2018	1.Admin section	1. General Cleanliness of the Section, premises by the officers and Staff. 2. Dusting of Table, Computer, Fan and Cupboards.
25/9/2018	PCDA (NC) Residential & Office Complex	<b><u>Shramdaan</u></b> 1.Cleanliness of Road, Children Park & grass cutting In office as well as Residential area 2. Dusting of Table, Computer, Fan and Cupboards.
26/9/2018	1.Misc. Section 2.Store Contract Section 3.Accounts Section 4.IA Section 5. ATOR	1. General Cleanliness of the Section, premises by the officers and Staff. 2. Dusting of Table, Computer, Fan and Cupboards.
27/9/2018	1. Engg. Section 2.Fund Cell 3.EDP 4. Hindi Cell 5.Record Section	1. General Cleanliness of the Section, premises by the officers and Staff. 2. Dusting of Table, Computer, Fan and Cupboards.
28/9/2018	1.Store Audit section 2.D' Section 3.Pay section	1. General Cleanliness of the Section, premises by the officers and Staff. 2. Dusting of Table, Computer, Fan and Cupboards.
02/10/2018	PCDA (NC) Office & Residential Complex	<b><u>Shramdaan</u></b> 1.PCDA office premises including Parking area , Wet Canteen, CSD & DAD Colony.



Sr. Accounts Officer (Admin)