



# रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110010

## Controller General of Defence Accounts

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F. No. AN/III/3012/Misc./Special Campaign 3.0 dated 14.09.2023.

To,

All PCsDA/ PCA (Fys.)/ CsDA  
(through CGDA website).

**Subject: Swachhta Campaign sites under CGDA for Special Campaign 3.0.**

The Ministry of Personnel & Public Grievances & Pensions, DARPG has intimated that Special Campaign 3.0 for Swachhata and disposal of pending references shall be carried out across all the Ministries/ Departments in line with Special Campaign 2.0, from 2<sup>nd</sup> October to 31<sup>st</sup> October 2023. The special campaign 3.0 shall consist of two phases viz. (i) preparatory phase from 15.09.2023 to 30.09.2023 & implementation phase from 2<sup>nd</sup> October to 31<sup>st</sup> October 2023.

2. In this context, it is requested to furnish inputs for preparatory phase latest by 29.09.2023 for the below mentioned parameters:

- \* Identifying number of pending references from MPs,
- \* Identifying pending references from the State Governments,
- \* Identifying pending Inter-Ministerial References (Cabinet Note),
- \* Identifying parliamentary Assurances pending more than 3 months,
- \* Identifying pending PMO references
- \* Identifying number of Rules/ Processes, if any, for simplification,
- \* Identifying pending public grievances (CPGRAMS as well as grievances received from other sources),
- \* Record Management- review of files/ recording and weeding of files/ closing of e-files,
- \* Identification of Cleanliness Campaign sites,
- \* Planning for space management and beautification of offices,
- \* Identifying scrap disposal and redundant items and their disposal procedure as per GFR.

3. All field offices are also requested to nominate a nodal officer for the purpose. The details of nominated officer such as name, designation and contact number may please be shared with HQrs. office.

  
(Sushil Riyar)  
Sr. ACGDA (AN)