

21st Edition of the 'Secretariat Reforms' Monthly Report for April 2025 Released

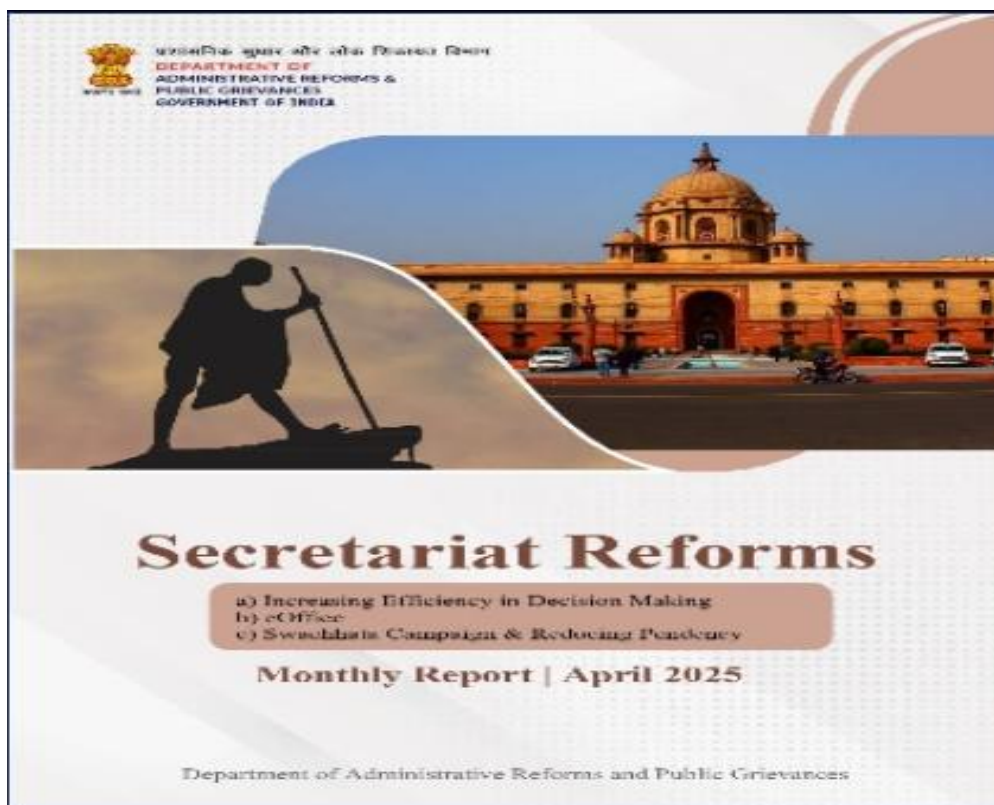
Total revenue earned from scrap sale in Swachhata campaign from 2021-2025 stands at Rs 2879.13 crore

Rs 515.08 crore revenue earned from scrap disposal in Dec 2024-April 2025

1.09 lac files weeded out in Swachhata campaign in 10,771 offices during April 2025

Posted On: 19 MAY 2025 5:12PM by PIB Delhi

The Department of Administrative Reforms and Public Grievances (DARPG), under the Ministry of Personnel, Public Grievances and Pensions, has released the 21st edition of its monthly 'Secretariat Reforms' report for April 2025. The report provides an extensive analysis of the ongoing initiatives aimed at transforming governance and administration through (i) Swachhata and Reducing Pendency to Minimum Levels (ii) Increasing Efficiency in Decision Making, (iii) e-Office Implementation and Analytics.



This edition includes the following:

- Best Practices under "Efficient Management of Office Spaces"
- In Focus: Ministry of Railways (MoR)
- Replication of Good Governance Practice: State Level Achievement

Key Highlights of the April 2025 Report:

1. Swachhata & Reduction in Pendency:

- Cleanliness drives were conducted successfully at 10,771 sites nationwide.
- Approximately 4.35 lakh sq. ft of office space has been freed, with top contributors being the Ministry of Railways (1,74,167 sq. ft) and Ministry of Coal (99,114 sq. ft).
- Rs 129 Crore in revenue generated from scrap disposal, with significant contributions from Ministries such as Railways, Heavy Industries and Coal.
- Effective record management saw 1,71,193 physical files reviewed, with 1,08,838 files weeded out.
- Disposal of 6,42,005 public grievances (93.77% disposed), along with the disposal of 1,674 MP references, 535 state government references.

Parameter/Item	SC1.0-4.0	Dec'24-April'25	Total
Revenue Earned (in Rs. Crore)	2364.05	515.08	2879.13

2. Best Practices: Efficient Management of Office Spaces:

Ministries and Departments implemented efficient management of office spaces, enhancing transparency and public accessibility. Examples include:

- Department of Pharmaceutical, transforming a cluttered office into a clean, organized space at NIPER-Guwahati
- Revamped office space at CMTI, Bangalore Ministry of Heavy Industries

- Scrap disposal at AIIMS, Guwahati, Department of Health and Family Welfare

3. Increasing Efficiency in Decision Making and e-Office, Implementation & Analytics:

- The adoption of delayering initiatives has significantly reduced the average distinct transaction levels for active files from 7.19 in 2021 to 4.17 as of April 2025.
- 94.24% of total files created in April 2025 are e-Files. 94.54% of receipts received were e-Receipts, with 40 Ministries/Departments achieving 100% e-Files adoption at remarkable levels. 17 Ministries/Department have 100% share of e-Receipts for April 25.
- Inter-ministerial file movements have been 3,225 files for the month of April 2025, indicating streamlined administrative processes.

These initiatives underscore the Government of India's ongoing commitment to digitally enabled, transparent, efficient, and citizen-focused governance, aligning with the broader goal of administrative excellence and responsive public administration.

NKR/PSM

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