

Ministry of Electronics and Information Technology (MeitY) launches Preparatory Phase of Special Campaign 5.0

Redundant documents in record rooms identified for disposal, Focus in on strengthening digital record management systems

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The Ministry of Electronics and Information Technology (MeitY) has launched the preparatory phase of Special Campaign 5.0, being held from September 16 to 30, 2025. The campaign is a major step towards institutionalizing Swachhata (cleanliness), streamlining processes, and reducing pendency in Government offices.

The Special Campaign 2025 envisages the implementation of *Swachhata* across all offices of all Ministries and Departments, with a focus on improving efficiency, workplace environment, and enhancing the ease of interaction for citizens.

To ensure adequate preparation for the Special Campaign for Disposal of Pending Matters (SCDPM) campaign, MeitY conducted regular review meetings at the level of Joint Secretary and senior officials. This rigorous monitoring ensured that activities were aligned with the campaign's objectives.

During the preparatory phase, several activities were undertaken, highlighting SCDPM's focus of activities. A comprehensive inspection of record rooms was conducted to review file organization, identify redundant documents for disposal, and strengthen digital record management systems.

Nodal officers were identified at Division level for weeding of physical files and e-files closure and for identifying pending references such as from hon'ble MPs', PMO, Parliamentary Assurances and public grievances, contributing to a more streamlined and efficient digital workspace.

Building & Maintenance section was tasked with identifying the e-waste for disposal and also to identify scrap material, ensuring optimal utilization of available infrastructure.

MeitY is also prioritizing the cleanliness of its premises and associated offices, with a special focus on space management and enhancing the overall workplace experience in field offices.

With clear objectives and a motivated team, the MeitY is committed to achieving excellence in cleanliness, efficiency, and responsiveness, in alignment with the Government's vision of a *Swachh Bharat*.

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