

Department of Fertilizers to Observe 'Swachhata Pakhwada-2026' from September 1 to 15, 2026

Special Thrust on Digital Record Maintenance, e-Office Optimization and Paperless Cleanliness Alongside Physical Upkeep

Posted On: 31 AUG 2026 4:34PM by PIB Delhi

The Department of Fertilizers, under the Ministry of Chemicals and Fertilizers, is observing 'Swachhata Pakhwada-2026' from 1st to 15th September, 2026. The primary objective of this nationwide campaign is to foster cleanliness at both physical and digital workplaces, promote environmental conservation, and bring qualitative improvements to work culture. This year, alongside physical cleanliness, special priority is being accorded to '**Digital Cleanliness and Record Management**' to enhance administrative efficiency, transparency, and further strengthen the e-filing system.



Campaign Focused on Digital Record Management and Data Hygiene:

In view of modern administrative requirements, the Department of Fertilizers has formulated a dedicated strategy for digital cleanliness. Under this initiative, the e-Office and digital filing systems will be streamlined. This includes reviewing pending e-files in the e-Office system, digitally closing/archiving disposed cases, and systematizing databases. Additionally, departmental personnel are being encouraged to purge redundant, spam, and obsolete files/attachments from their official email inboxes to optimize server space.

Union Minister Shri Jagat Prakash Nadda to Inaugurate the Pakhwada:

The Swachhata Pakhwada will commence with an inspiring cleanliness message from Union Minister of Health & Family Welfare and Chemicals & Fertilizers, Shri Jagat Prakash Nadda. As part of the inaugural proceedings, the Swachhata Pledge will be administered to all officers and staff of the Department.

Concurrently, public awareness will be generated regarding the elimination of single-use plastics and promoting the use of cloth bags and reusable bottles.

Key Schedule of Activities & Programmes:

- **September 2 (Physical Record Management):** Inspection of physical record rooms; identification and weeding out of old/obsolete files as per Record Retention Rules.
- **September 3 (Green Workplace Initiative):** Distribution of awareness-themed cotton T-shirts and a plantation drive led by senior officers.
- **September 7 (Scrap Disposal):** Identification and systematic disposal of condemned equipment, obsolete furniture, and e-waste through prescribed procedures.
- **September 8 (Public Grievance Redressal):** Expedited review and disposal of pending references received via CPGRAMS, PMO, Members of Parliament, and State Governments.
- **September 9 (Digital Cleanliness Day):** A dedicated, department-wide digital sanitization drive focusing on the clean-up and systematic organization of e-files, cloud drives, and official mailboxes.
- **September 10 (Community Shramdaan):** Collective voluntary clean-up drives (Shramdaan) across office premises and surrounding zones by all officials.
- **September 11 (Hygiene & Infrastructure Audit):** Signature campaign for sustainability and rigorous safety audits of drinking water facilities and sanitation amenities.
- **September 14 (Creative Engagement):** Essay writing and ideation contests for staff on institutionalizing cleanliness and digital efficiency.

The Department of Fertilizers urges all officers, staff members and affiliated organizations to actively participate in Swachhata Pakhwada-2026, embracing both physical and digital cleanliness as a sustainable daily practice to build a smarter, greener, and more responsive administrative ecosystem.

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(Release ID: 2304992) Visitor Counter : 377

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