

I/12614/2019(13)

जल शक्ति मंत्रालय  
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग  
केंद्रीय जल आयोग  
पी० सी० पी० निदेशालय



Government of India  
Ministry of Jal Shakti  
Dept. of Water Resources, RD&GR  
Central Water Commission  
PCP Directorate

To,  
The Field Chief Engineers, CWC  
(As per list enclosed)

**Sub: Finalisation of Swachhta Action Plan (SAP) for FY 2020-21 - reg.**

**Sir,**

US (GA), DoWR, RD&GR vide OM dated 15.11.2019 (copy enclosed) has requested all the attached offices/ subordinate/ autonomous organisations/ PSUs under DoWR, RD & GR to formulate the Annual Swachhta Action Plan (SAP) for FY 2020-21 as per their anticipated activities in FY 2020-21 including Swachhta Hi Sewa campaign during Sep- Oct 2020 and Swachhta Pakhwada during March 2021. Further, all offices/ organisations have to make budgetary provisions in the Annual Budget FY 2020-21 for the anticipated activities themselves.

In this regard, it is informed that a total budgetary provision of Rs 75 lakh (Rs. 5 Lakh for each field organisation and CWC HQ) under SAP sub-head of ID Scheme has been requested by RM Coordn. Directorate, CWC in BE: 2020-21.

All the regional offices of CWC are requested to formulate and submit their detailed Swachhta Action Plan for the FY 2020-21 with all the anticipated activities including Swachhta Hi Sewa Campaign during Sep- Oct 2020 and Swachhta Pakhwada during March 2021.

Yours Faithfully

Encl.: As above.

Signature Not Verified  
Digitally signed by  
PRAVEEN KUMAR  
Date: 12/03/2020 12:03:00  
IST  
(Praveen Kumar)  
Director

**Copy for kind information to:**

1. PPS to Chairman, CWC, New Delhi.
2. PPS to Member (RM), CWC, New Delhi.



I/12614/2019(13)

**FIELD CHIEF ENGINEERS OF CWC**

1. The Chief Engineer, B&BBO, CWC, Shillong.
2. The Chief Engineer, C&SRO, CWC, Coimbatore.
3. The Chief Engineer, IBO, CWC, Chandigarh.
4. The Chief Engineer, LGBO, CWC, Patna.
5. The Chief Engineer, KGB0, CWC, Hyderabad.
6. The Chief Engineer, M&ERO, CWC, Bhubaneswar.
7. The Chief Engineer, Mon (C), CWC, Nagpur.
8. The Chief Engineer, Mon (S), CWC, Bengaluru.
9. The Chief Engineer, NBO, CWC, Bhopal.
10. The Chief Engineer, MTBO, CWC, Gandhinagar.
11. The Chief Engineer, TBO, CWC, Siliguri.
12. The Chief Engineer, UGBO, CWC, Lucknow.
13. The Chief Engineer, YBO, CWC, New Delhi.
14. The Chief Engineer, NWA, CWC, Pune.

25316(1)/2019/O/o CHAIRMAN

----- Original Message -----

From: "A. K. Kaushik" <usga-mowr@gov.in>

Date: Nov 15, 2019 4:20:00 PM

Subject: [Mowr-orgnheads] Finalization of Swachhta Action Plan (SAP) for FY 2020-21 - reg

To: All Organisation Heads <mowr-orgnheads@lsmgr.nic.in>

Sir/Madam,

Please find attached the Department's O.M. No. B-11011/3/2019-GA dated 15.11.2019 regarding finalization of Swachhta Action Plan (SAP) for FY 2020-21. An O.M. dated 28.10.2018 received from D/o Drinking Water and Sanitation is also attached for reference please.

2. The SAP FY 2020-21 must reach the Department positively by 20th November 2019. Same may also be shared by e-mail to the undersigned and manpreet.marwaha@gov.in.

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Regards

A. K. Kaushik

Under Secretary(Gen. Admn.)

Ministry of Water Resources, RD & GR

011-23710303

e-mail: usga-mowr@gov.in

25316(1)/2019/O/o CHAIRMAN

F.No. B-11011/3/2019-GA

Government of India

Ministry of Jal Shakti

Department of Water Resources, River Development and Ganga Rejuvenation  
(General Administration)

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Shram Shakti Bhawan, Rafi Marg,  
New Delhi dated 15.11.2019**OFFICE MEMORANDUM**

Subject: Finalisation of Swachhta Action Plan (SAP) for FY 2020-21- reg.

The undersigned is directed to refer to O.M. No. S-11019/1/2017-O/o Secy (DWS) dated 28.10.2019 received from Department of Drinking Water and Sanitation on the subject mentioned above and to request all the attached offices/ subordinate/ autonomous organisations/ PSUs under DoWR, RD & GR to **formulate the Annual Swachhta Action Plan (SAP) for FY 2020-21 as per their anticipated activities in FY 2020-21** including Swachhta Hi Sewa campaign during Sep- Oct 2020 and Swachhta Pakhwada during March 2021.

2. All offices/ organisations are also requested to **make budgetary provisions in the Annual Budget FY 2020-21 for the anticipated activities** themselves. Deptt. (Sectt.) shall not provide any funds separately for carrying out the activities. For organisations/ offices not funded by Govt. of India, necessary provisions may be made by them as per their own budgetary exercise.

3. The SAP FY 2020-21 may be provided in the format provided by D/o DWS (**copy enclosed**) with complete details of (1) programmes/ schemes/ activities, (2) the corresponding amount earmarked for the activity/ programme, (3) source of funding (*Govt. of India/ State Govt. etc.*), (4) name and mobile number of SAP Nodal Officer. The SAP FY 2020-21 **must reach the Deptt (Sectt.) positively by 20<sup>th</sup> November 2019**. The information may also be shared by e-mail to [manpreet.marwaha@gov.in](mailto:manpreet.marwaha@gov.in).

4. It is also informed that expenditure under SAP has to be booked and monitored **only under Budget Detailed Head – “96” (Swachhta Action Plan)**. Expenditure **booked under any other detailed head shall not be considered under Swachhta Action Plan**. If the detailed Head “96” is not available or there are any issues/ queries, respective office/ organisation may directly contact Budget Division of the Deptt (Sectt.) [US (Fin-I) at 011-23711486] at the earliest to avoid any future inconvenience in booking of expenditure under the detailed Head “96”.



(A K Kaushik)

Under Secretary to the Govt. of India

Ph: 011-23738126

To

The Heads of all Attached Offices, Subordinate/ Autonomous Organisations and PSUs under DoWR, RD &amp; GR.

Copy to:

Under Secretary (Fin-I), DoWR, RD &amp; GR, Shram Shakti Bhawan, New Delhi.

Copy for information to:

1. PPS to Secretary (WR, RD & GR), Shram Shakti Bhawan, New Delhi.
2. PPS to Joint Secretary (Admn.), DoWR, RD & GR, Shram Shakti Bhawan, New Delhi.



F.No.S-11019/1/2017-O/o Secy(DWS)  
Government of India  
Ministry of Jal Shakti  
Department Drinking Water & Sanitation  
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New Delhi Dated: 28.10.2019

**OFFICE MEMORANDUM**

**Sub: Swachhata Acton Plan (SAP)**

Swachhata Acton Plan (SAP) is an inter-ministerial approach to mainstream swachhata within the existing programme and schemes of Ministries and Departments which is coordinated by the Department of Drinking Water and Sanitation (DDWS), Ministry of Jal Shakti.

Ministry and Department is required to formulate an Annual Swachhata Action Plan (SAP) containing swachhata activities and earmark corresponding funds in their Annual budget.

In FY 2019-20, SAP implementing Ministries and Departments budgeted more than 17,500 Cr. for innovative and outcome based sanitation activities.

It is requested that SAP for the Financial Year 2020-21 may be formulated and submitted to DDWS as well as uploaded on the portal <https://swachhataactionplan.gov.in/swachta/> latest by 21<sup>st</sup> November 2019. The prescribed format is herewith attached for your reference. Ministries and Departments are expected to increase their allocation under SAP each successive year.

As already communicated vide Ministry of Finance, budget division letter No. F-1(18)-8(AC)/2017 dated 2<sup>nd</sup> June 2017, you are expected to have Budget Head "96" to book and monitor expenditure under SAP in your budget.

For any assistance in this matter, your officer may kindly contact Shri Kapil Chaudhary, Director, DDWS ([kapil1973@gmail.com](mailto:kapil1973@gmail.com)).

  
(SAMIR KUMAR)

Joint Secretary to the Government of India

To

1. The Secretary, Department of Agricultural Research and Education
2. The Secretary, Department of Agriculture, Cooperation & Farmers Welfare
3. The Secretary, Department of Fisheries
4. The Secretary, Department of Animal Husbandry and Dairying
5. The Secretary, Department of Atomic Energy
6. The Secretary, Department of Biotechnology
7. The Secretary, Department of Chemicals and Petrochemicals
8. The Secretary, Ministry of Civil Aviation
9. The Secretary, Ministry of Corporate Affairs



10. The Secretary, Ministry of Railways
11. The Secretary, Department of Consumer Affairs
12. The Secretary, Ministry of Coal
13. The Secretary, Ministry of Culture
14. The Secretary, Ministry of Earth Sciences
15. The Secretary, Ministry of Development of North Eastern Region
16. The Secretary, Defence Research and Development Organisation
17. The Secretary, Ministry of Electronics and Information Technology
18. The Secretary, Department of Defence Production
19. The Secretary, Ministry of External Affairs
20. The Secretary, Department of Industrial Policy & Promotion
21. The Secretary, Department of Fertilizers
22. The Secretary, Department of Food & Public Distribution
23. The Secretary, Department of Health and Family Welfare
24. The Secretary, Department of Heavy Industry
25. The Secretary, Department of Health Research
26. The Secretary, Ministry of Information and Broadcasting
27. The Secretary, Department of Legal Affairs
28. The Secretary, Ministry of Mines
29. The Secretary, Ministry of Micro, Small and Medium Enterprises
30. The Secretary, Ministry of Shipping
31. The Secretary, Department of School Education & Literacy
32. The Secretary, Department of Pension & Pensioners & Welfares
33. The Secretary, Department of Personnel & Training
34. The Secretary, Department of Posts
35. The Secretary, Ministry of Power
36. The Secretary, Ministry of Road Transport and Highways
37. The Secretary, Ministry of Skill Development and Entrepreneurship
38. The Secretary, Department of Space
39. The Secretary, Department of Sports
40. The Secretary, Department of Telecommunications
41. The Secretary, Ministry of Tourism
42. The Secretary, Department of Youth Affairs
43. The Secretary, Department of Financial services
44. The Secretary, Department of Justice
45. The Secretary, Ministry of Home Affairs
46. The Secretary, Ministry of Food Processing Industries
47. The Secretary, Department of Empowerment of Persons with Disabilities
48. The Secretary, Department of Social Justice & Empowerment
49. The Secretary, Ministry of Steel
50. The Secretary, Ministry of Jal Shakti, Deptt. of Water Resources, River Development & Ganga Rejuvenation
51. The Secretary, Ministry of Parliamentary Affairs
52. The Secretary, Department of Public Enterprises
53. The Secretary, Department of Scientific and Industrial Research
54. The Secretary, Department of Administrative Reforms and PG
55. The Secretary, Ministry of Labour & Employment
56. The Secretary, Department of Investment and Public Asset Management
57. The Secretary, Ministry of Minority Affairs
58. The Secretary, Ministry of Textiles
59. The Secretary, Department of Expenditure
60. The Secretary, Department of Revenue
61. The Secretary, Legislative Department

62. The Secretary, Ministry of AYUSH
63. The Secretary, Department of Higher Education
64. The Secretary, Ministry of Tribal Affairs
65. The Secretary, Ministry of Women and Child Development
66. The Secretary, Department of Rural Development
67. The Secretary, Ministry of Environment, Forests and Climate Change
68. The Secretary, Ministry of New and Renewable Energy
69. The Secretary, Ministry of Petroleum & Natural Gas
70. The Secretary, Department of Commerce
71. The Secretary, Department of Defence
72. The Secretary, Department of Economic Affairs

Copy to the Office of Cabinet Secretary, Cabinet Secretariate,

Copy also to PPS to Secretary, DDWS



## **Swachhata Action Plan (SAP) template FY 2020-21**

**Name of Ministry:**

Name of Department:

S. No	Programmes/Schemes/Activities	Source of Funding	
		From within the Ministry's allocated budget	PSU/Institute/Attached offices etc.
Total			

**Name and mobile number of SAP nodal officer:**

**Nodal Officer of Ministry**