



No. A 11019/1(SwachhataHiSeva)/2023-L&B

भारतसरकार/ Government of India

गृहसंंत्रालय / Ministry of Home Affairs

समन्वयनिदेशालयपुलिसाबेतार

Directorate of Coordination Police Wireless

7
भारत
गृह मंत्रालय

Block No. 9, CGO Complex,
Lodhi Road, New Delhi-03

Dated: 01st Oct, 2025

CIRCULAR

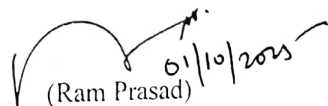
Subject: Special Campaign 5.0 -2025

In continuation to Circular of even No. dated 23.09.2025 regarding "Special Campaign-5.0" various activities to be organized in DCPW HQrs including POLNET Hub and CPRTI as per the programme enclosed at "Annexure-A".

All Section/Station In-charges are requested to encourage all the Officer/Officials for maximum participation in the campaign, to put efforts for following:

1. POLNET Hub, CPRTI and all sections of Hq will review and weed out the files as per norms.
2. POLNET Hub, CPRTI and store section will dispose off the redundant materials/U/S Stores.
3. POLNET Hub, CPRTI and Hq will take step to beautify the office by placing nameplates/sign board at its building under space management and beautification of offices.
4. Record management – review of files/recording and weeding of files/closing e-files as per norms.

Weekly report in this regard may be submitted to L&B section for compilation and further submission to MHA as per the attached Proforma.


(Ram Prasad)
DD(L&B)/Nodal Officer

Copy to:

1. PS to Director.
2. PA to Addl. Director (HQ)/ PA to Addl. Director (OPS)
3. All JDs/DDs/ADs/ZAOs.
4. All Sections at Hqrs.
5. CPRTI, Vande Mataram Marg, New Delhi.
6. POLNET Hub, Samvay Sadan, Siri Fort Road, New Delhi.
- ✓ 7. AD(IT): For upload on DCPW website.
8. Hindi Section-For Hindi version
9. File.

Annexure --A

S.No.	Programme	Date
1.	Cleanliness Drive outside of DCPW HQrs building	06.10.2025 (1600 hrs to 1700 hrs)
2.	Cleanliness of Chairs, Tables, Window Pans, Electronic Items in respective sections- (7 th Floor including Toilets)	07.10.25 to 10.10.2025
3.	Cleanliness Drive at POLNET Hub, New Delhi	13.10.2025 (1500 hrs to 1600 hrs)
4.	Cleanliness of Chairs, Tables, Window Pans, Electronic Items in respective sections- (6 th Floor including Toilets)	14.10.25 to 17.10.2025
5.	Cleanliness Drive at CPRTI, New Delhi	21.10.2025 (1500 hrs to 1600 hrs)
6.	Cleanliness of Chairs, Tables, Window Pans, Electronic Items in respective sections- (5 th & 4th Floor including Toilets)	22.10.25 to 24.10.2025
7.	Cleanliness of Corridors, ground floor at DCPW HQrs	27.10.2025 (1600 hrs to 1700 hrs)
8.	Cleanliness of Chairs, Tables, Window Pans, Electronic Items in respective sections- (1st, 2nd & 3rd Floor including Toilets)	28.10.25 to 31.10.2025