

F. No. M-13/49/2025-Plg-Tourism-TOURISM_AN/2710

अंडमान तथा निकोबार प्रशासन

Andaman and Nicobar Administration

पर्यटन निदेशालय

Directorate of Tourism

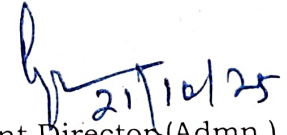
Sri Vijaya Puram, dated 21st October, 2025

CIRCULAR

I am directed to refer to Circular No. M-130949/35//2025-ARTRG-Section-Sectt./252983 dated 29/09/2025 from the Assistant Secretary (AR/Trg/PGC) regarding Special Campaign 5.0 (02nd October 2025 to 31st October 2025), and to inform that a cleanliness drive will be organized by the Department on 24/10/2025 (Friday) in the following units of the Department:

1. DIPT Building from 02.00 Pm to 04.00 Pm
2. RGWSC
3. NSCBD
4. North Bay
5. Swaraj Dweep
6. Shaheed Dweep
7. and all Guest Houses (Andaman Teal House, Hawabill Nest at Shaheed Dweep, Turtle Resort at Diglipur & Hawksbill Nest at Rangat) and Bhawans (Chennai & Kolkata) of the Department.

All the concerned officers/officials shall actively participate in the cleanliness drive. A report alongwith photographs depicting before and after the cleanliness drive shall be submitted by 04.00 Pm in appendix - I.

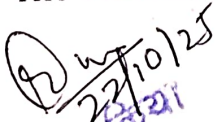

Assistant Director (Admn.)

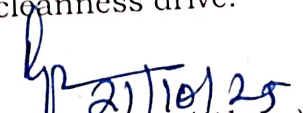
To

1. All Section In-charge, Directorate of IP&T for information and necessary action.
2. The In-charge, Deputy Resident Commissioner of Chennai & Kolkata for information and necessary action.
3. The In-charge, Guest Houses (Andaman Teal House, Hawabill Nest at Shaheed Dweep, Turtle Resort at Diglipur & Hawksbill Nest at Rangat) for information and necessary action.
4. The In-charge, Swaraj Dweep for information and necessary action.
5. The In-charge, Shaheed Dweep for information and necessary action.
6. The In-charge, RGWSC, DIPT for information and necessary action.
7. The In-charge, NSCBD, DIPT for information and necessary action.
8. The In-charge, North Bay, DIPT for information and necessary action.
9. The In-charge, IT Section, DIPT to upload the same in the portal.
10. The In-charge, Photo unit, DIPT to conduct photography of the campaign.

Copy to:-

1. PA to Director (IP&T) for kind information of the Director (IP&T).
2. The Purchase Officer, DIPT to provide the articles for cleanliness drive.


22/10/25


Assistant Director (Admn.)

Special Campaign 5.0
(October 2nd -31st, 2025)
Self-Assessment Form
(To be submitted by 10-11-2025)

A. Background Information

1.	Ministry / Department(M/D) Name:	
2.	List of Attached/Subordinate/Outstation offices/Missions/Posts where the Campaign was conducted.	a. b. c.

B. Best Practices

Categories under which best practices may be categorized:

- i. e-waste
- ii. Digitization/Intra-Ministerial Portal
- iii. Efficient Management of Space
- iv. Enhancement of Office Premises
- v. Environment-Friendly Practices
- vi. Waste to Wealth
- vii. Citizen Centric Initiatives
- viii. Innovative Practices
- ix. Any other _____

In the given format kindly share a brief description of Best Practices taken up during Special Campaign 5.0. Kindly upload the photographs of these Best Practices in the "Best Practices" tab on the SCDPM portal (<https://scdpm.nic.in/specialcampaign5/>) as well.

S No.	Best Practice	Brief Description of Best Practices (maximum 100 words)	Location	Category
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

C. Space Freed

In the given format kindly, mention top 5 sites where space has been freed and its utilization now.

S No.	Location	Brief Description on utilization of space freed and benefits to the Organisation (Location, type etc) (maximum 100 words)	Sq. ft of Space freed
1.			

Kindly upload the high-resolution photographs and video (Links may be given) on the SCDPM portal in the form of "Before-After" as described in the table below.

Photographs (Before the campaign)	Photographs (After Conduct of campaign & Space Utilization)

NIC will download all pictures and videos Ministry-wise in a separate hard-disk for further reporting.

D. Scrap Disposal and Revenue Earned

In the given format kindly categorize the type of scrap disposed during the Special Campaign:

S No.	Office Scrap category	Unit	Revenue Earned
1.	e-Waste		
2.	Furniture		
3.	Stationary		
4.	Office vehicle		
5.	Plastic		
6.	Any other		

S No.	Non-Office Scrap (Please provide details)	Unit	Revenue Earned
1.			
2.			
3.			
4.			
5.			
6.			