

**No. 23012/3/2023-GA**  
Government of India  
Ministry of Jal Shakti  
Department of Water Resources, RD & GR  
(General Administration Section)

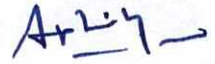
Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated: 14.09.2023.

**OFFICE MEMORANDUM**

**Subject: Special Campaign 3.0 for institutionalizing swachhta and minimizing pendency in Govt. offices from 02-31.10.2023 -reg.**

The undersigned is directed to refer to O&M Section's O.M. dated 06.09.2023 enclosed therewith DAR&PG O.M dated 01.09.2023 (copy enclosed) on the subject mentioned above.

2. All the officers are requested to identify scrap and redundant items under their control as well as files to be weeded out and inform General Administration Section immediately for lifting of those items/files. This exercise needs to be completed on or before 20<sup>th</sup> Sep 2023 positively.



(Ashish Kumar Sao)  
Under Secretary to the Govt. Of India  
Tel.No. 011-23738126

All Wings /Division /Branch Heads/Sections of D/o WR, RD & GR

Copy for information to:

PPS to Secretary, DoWR RD & GR  
PPS to Joint Secretary (A, IC & GW), DoWR RD & GR.