



प्रधान मुख्य आयकर आयुक्त, पश्चिम बंगाल एवं सिक्किम
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME-TAX, WB & SIKKIM
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फा.स. PCCIT/WBS/Admn/DC/Est(Gz)/Swachhta Pakhwada/2023-24/

दिनांक 16.01.2024

Order No. 208 of 2023-24

As part of the Swachhta Pakhwada Campaign – 2024, the following officers are hereby assigned for the activities as mentioned in the table below against their designation for smooth conduct of the campaign to be organized from 16th January 2024 to 31st January 2024 as per Board's OM F.No DIR(Hqrs.)/Ch(DT)/07(112)/2024 dated 14th January 2024.

S. No. (1)	Date (2)	Designation of Concerned Officer (3)	Areas of work (4)
1	16.01.2024	All the officers and officials Pr. CCIT(WB&Sikkim)	(i) Online pledge on Swachhta (any time between 11 am to 3 pm) by all the Officers/Officials of West Bengal & Sikkim. (ii) Mass Swachhta Pledge at Aaykar Bhawan, Kolkata (iii) Distribution of cleaning material at Aaykar Bhawan, Kolkata.
2	17.01.2024	CIT (Appeals) Unit-1, Jalpaiguri	(i) Plantation drive at office/housing complex/other common areas in Jalpaiguri. (ii) Sanitization of entire workplace & common areas of Aaykar Bhawan, Jalpaiguri and residential complexes of Jalpaiguri.
3	18.01.2024	PCIT, Asansol	(i) Awareness program such as Swachhta thematic paintings, Rangolis by o/o PCIT Asansol. (ii) Cleanliness drive in and around the office complex in Aaykar Bhawan and adjacent areas at and around Asansol.
4	19.01.2024	PCIT, Siliguri	(i) Cleaning of nearby Villages, Schools, Anganwadis, PHCS, Collages or any Public Places in Siliguri. (ii) Disposal of waste and scrap materials etc. at Aaykar Bhawan, Siliguri
5	20.01.2024	PCIT, Siliguri	(i) Swachhta Rath/Rally spreading the message of Swachhta (ii) Signature campaign with community engagement at Siliguri.
6	21.01.2024	PCIT (VU)-1, Burdwan	(i) Signature Campaigns with community engagement at Burdwan by o/o PCIT (VU)-1, Burdwan, (ii) Sanitization of entire workplace & adjacent areas at and around Aaykar Bhawan Burdwan.
7	22.01.2024	CIT(TDS), Kolkata	(i) Swachhta Seminars, Trainings & Workshop at Kolkata, (ii) Sanitization of entire workplace & adjacent areas at and around Aaykar Bhawan, Middleton Row, Kolkata.
8	23.01.2024	PCIT-13, Kolkata Pr. CCIT(WB & S)	(i) Campaign on discarding the use of Single Use Plastic. (ii) Sanitization of entire workplace & adjacent areas at and around at Aaykar Bhawan, 3 GP, Kolkata. (iii) Swachhta Bharat Anthem and display of other relevant IEC materials at strategic location.
9	24.01.2024	PCIT, Asansol Pr. CCIT(WB & S)	(i) Arrangement of Mega "Plogging" event on Pakhwada (ii) Campaign on discarding the use of Single Use Plastic at and around Aaykar Bhawan, Kolkata
10	25.01.2024	PCIT (VU - 1), Burdwan PCIT-18, Kolkata	(i) Arrangement of Mega "Plogging" event on Pakhwada (ii) Cleanliness drive in and around the office complex at Aaykar Bhawan, Bamboo Villa, Kolkata.

11	26.01.2024	PCIT-2, Kolkata	(i) Arrangement of Swachhta Shramdaan activities in public places.
		Pr.CCIT, WB & Sikkim	(ii) Swachhta Campaign through cultural program at Aaykar Bhawan, Kolkata.
12	27.01.2024	PCIT-9, Kolkata	(i) Shramdaan activities at schools, Anganwadis etc. (ii) Sanitization of entire workplace in and around Aaykar Bhawan, Dakshin, Kolkata.
13	28.01.2024	PCIT-1, Kolkata	(i) Arrangement of Mega "Plogging" event on Pakhwada. (ii) Signature campaign with community engagement at the site of plogging event
14	29.01.2024	PCIT-5, Kolkata	(i) Engagement of local celebrities for mass awareness activities on Swachhta Theme. (ii) Sanitization of entire workplace & common areas in coordination with building in-charge
15	30.01.2024	Pr.CCIT, WB & Sikkim	(i) Carry out Prabhat Pheris, walkathons.
		PCIT (VU)-2, Kolkata	(ii) Cleanliness drive in and around the office complex at Aaykar Bhawan, Uttarapan, Kolkata.
16	31.01.2024	Pr.CCIT, WB & Sikkim	(i) Quiz Competition on Swachhta (ii) Cleaning of Rajasthan Ground

2. In addition to the above activities mentioned in column 4 above, the officer concerned may initiate any other significant Swachhta related activities in and around their offices/cities, and the same may be communicated at kolkata.dcit.hq.admin.vig@incometax.gov.in.

3. Nodal officer may kindly be nominated by the officer mentioned in column 3 above. The Name, Mobile Number & Email-id of the nodal officer shall be shared at kolkata.dcit.hq.admin.vig@incometax.gov.in by 04.00 PM on 16.01.2024.

4. The nominated Nodal Officer shall share a brief write-up of the activities undertaken, along with high resolution photographs (size : 2 to 5 mb) by 4:00 PM on the day of the activity at kolkata.dcit.hq.admin.vig@incometax.gov.in for onward transmission of the daily report by the o/o Pr.CCIT, West Bengal & Sikkim to the nodal officer of the CBDT.

5. This issue with the prior approval of the Pr.CCIT, WB & Sikkim.

Sdf-

(एकेसिंह/A K Singh)

आयकर आयुक्त (प्रशा. व करदाता सेवाएं), कोलकाता

Commissioner of Income Tax (Admn. & Tax Payer Services), Kolkata

कृते प्र.मु.आ.आ., प.ब. एवं सिक्किम / For Principal CCIT, WB & Sikkim

मेमो नं. PCCIT/WBS/Admn/DC/Est(Gz)/Swachhta Pakhwada/2023-24/17102-दिनांक 16.01.2024

सूचना एवं आवश्यक कारवाई के लिए प्रतिलिपि Copy for information and necessary action to:

1. संबन्धित अधिकारी The Officer concerned.
2. सचिव, भारासे एशोसियेशन, पबंगाल प्रभाग The Secretary, IRS Association, West Bengal Chapter.
3. सचिव, आय एशोसियेशन अधि. राज. पबंगाल प्रभाग The Secretary, ITGOA, West Bengal Unit.
4. सचिव, अखिल भारतीय आयकर अनुजन जाति/जाति कर्मचारी कल्याण संगठन, पबंगाल प्रभाग The Secretary, All India Income-tax SC & ST Employees' Welfare Association, W. B. Unit.
5. सचिव, आईटीईएफ, बंगाल सर्कल, The Secretary ITEF, Bengal Circle.
6. गार्डफाईल The Guard File.

(सव्यसाची कुमार/Savyasachi Kumar)

संयुक्त आयकर आयुक्त (ओएसडी) मुख्या. (प्रशा. व सतर्कता), कोलकाता

JCIT (OSD), Hqrs. (Admn. & Vigilance), Kolkata

कृते प्र.मु.आ.आ., प.ब. एवं सिक्किम / For Principal CCIT, WB & Sikkim