



सं./No. MANUU/Admn /F.185/2025-2026/ 57

दिनांक/Date: 22nd September, 2025

Reminder-1
परिपत्र/CIRCULAR

विषय/Sub: *MANUU – Administration – Special Campaign 5.0 for institutionalising Swachhata in Government offices– Compliance - Circular- Reminder-Reg.*

संदर्भ/Ref : 1. OMNo.Q-16011/01/2025-O&M-(e-9571)(e-8885)dated 01.08.2025 of MPPG&P,GOI
2. UGC Ltr. No.D.O. NO.2-55/2023-CPP-II(C-132118) dated 19.08.2025 GOI.
3. Our Circular No. MANUU/Admn /F.185/2025-2026/49 dated 10.09.2025.

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A circular 3rd cited under reference was sent to all the Deans of Schools of Studies, Heads of the Departments, Section Heads, Polytechnics & ITIs, Model Schools, Colleges, RCs, SRCs etc. of the University regarding Special Campaign 5.0 for institutionalizing Swachhata and minimizing pendency in Government Offices so as to identify the pendency matters related to the following areas in the preparatory phase:

1. Identification of Cleanliness Campaign Sites
2. Planning for space management and beautification of offices
3. Identifying the e-waste items and ensure their disposal as per the procedure laid down by the Ministry of Environment Forests and Climate Change
4. Identifying Scrap and redundant items and their disposal procedure as per GFR
5. Identifying pending references from MP's
6. Identifying pending reference from the State Governments
7. Identifying pending Inter-Ministerial References (Cabinet Notes)
8. Identifying Parliamentary Assurances pending more than 3 months
9. Identifying pending PMO references
10. Identifying pending Public Grievances and Appeals (CPGRAMS as well as grievances received from other sources)
11. Number of Rules/Processes identified for simplification
12. Record Management- Review of files /recording and weeding of files / closing of e-files

However only one college has responded so far. As such all the concerned stakeholders of the University are once again requested to identify and initiate necessary action immediately and send the required details latest by **25th September, 2025** to Nodal Officer (Assistant Registrar, Administration Section) by mail on administration@manuu.edu.in.

This may be given “**Top Priority**”.

सहायक कुलसचिव एवं प्रभारी प्रशासन
Assistant Registrar & I/c Admn

To

All Deans of Schools of Studies , All Heads of the Departments (Teaching)/ Centres / CDOE 3)All Section Heads / Incharge (Non-Teaching) 4) Polytechnics & ITI's , Model Schools, Colleges, RCs,SRCs,etc.

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