



GOVERNMENT OF INDIA
OFFICE OF THE COMMISSIONER OF CUSTOM (A & A)
15/1, STRAND ROAD, CUSTOM HOUSE, KOLKATA-700001

F.No.S39- 15/2018 P (SCH)Pt-II

Dated : ²³~~29~~ .07.19

To,
Assistant Commissioner of Customs,
Chief Commissioner Office,
Custom House, Kolkata.

Sir,

Sub. : Swachhta Action Plan (SAP) for the department of Revenue (monthly report)- target for implementation of SAP –Reg.

Please refer to your letter F.No.I(5)-2/CCC/KOL/2016/5024 dated 15.11.17 on the above cited subjects.

The desired report for the month of June'2019 in prescribed proforma is enclosed herewith for onward transmission to Board/ DGHRD.

This issues with the approval of the Commissioner of Customs (A&A).

Yours faithfully,

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23/07/19

Deputy Commissioner of Customs
Nodal Officer, SAP, Custom House: Kolkata.

**MONTHLY REPORT ON IMPLEMENTATION OF SWACHHATA ACTION PLAN (SAP)
FOR THE MONTH OF JUNE' 2019**

Sl.No	Action plan	Action under-taken during the month	Amount/ Expenditure incurred/spent (for the month) Rs. In thousand	Amount/ Expenditure incurred/spent (upto the month) Rs. In thousand	Remarks if any
01	Digitization of office records/e-office/e-publication	Digitization of records under Commnr. (A&A) has been completed. Work order for digitization has been issued for the Port Commissionerate.			Bill is Under process of Air port Commissionerate..
02	Digitization of publication				
03	Motivational Training to MTSs/Farash/Sweepers,if any				
04	Disposal of e-waste		-	-	Computer cell/CC cell to report.
05	Disposal of general waste	Weeding out of old records	70.550	70.550	Photography bill for the entire disposal/ destruction process of old office papers.
06	Any other event organized on swachhata awareness				
07	Awareness/ Behavioral activities	Initiative has been taken to make the Custom House premises Tobacco Free Zone.		24.500	Display boards are being displayed in the various places of this Custom House.