

No. PEC/A&DAC/23/ 911

10, November 2023

Subject: Special campaign of 3.0 for institutional Swachhata and minimizing pendency in Government offices-2nd October, 2023 to 31st October, 2023- regarding.

In reference to the letter issued vide memo no. PEC/A&DAC/23/726 Dated: 12.10.2023, vide no. PEC/Dir/2023/398, dated 16.10.2023, PEC/A&DAC/23/817 Dated: 27.10.2023. It was desired that all the redundant files/ material shall be weed out from the departments/ sections. In response to the above, telephonically enquiries have been received from the different departments regarding criteria/parameter/guidelines/instructions for the same.

It is pertinent to mention that instructions in this regard are available on the Golwebsite https://darpg.gov.in/sites/default/files/RRS_WC.pdf. issued by the Department of Administrative Reforms & Public Grievances Sardar Patel, Sansad Marg, New Delhi, and as per GFR rule 2017 appedix-9 (Destruction of Office Records connected with accounts.

All the Departments/sections/Deans are requested to follow the instructions as mention in the above references and submit the information duly certified by the Head/ Section incharge that the material is not required under RTI act at present alongwith the approximate weight of the material.


Mahesh Chander Kalia,
Superintendent
Auction and Disposal Assistant Cell

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