Details of Swachhta activities undertaken April 2017 to February 2018 are given below:

* **Anniversary of Swachh Bharat Mission was celebrated by cleaning the surroundings of the office by the employees of MSTC.**
* **Swachhta Pledge was taken by all the employees.**
* **Swachhta Banner was placed in front of the gate of the all offices of MSTC Limited.**
* **Essay and Slogan competition on Swachh Bharat Mission was conducted.**
* **Winners in the competitions were awarded.**

Apart from the above, following cleaning activities were done:

* Hall in the 3rd floor at H.O was renovated.
* Wash Basin of Gents Bathroom of 3rd floor(225F) was repaired.
* Store room of 3rd floor(225F) was renovated.
* Cleaning and re-arranging of files of store room in the 5th floor at H.O. was done.
* Old records and files were properly tied and kept in the record room of Eastern regional office.
* Old Air Condition machines were replaced by new Air Condition machines.
* Toilet Cubes were provided.
* Old files were segregated for destruction.
* Kitchen & pantries were cleaned thoroughly.
* Broken Plastic pots of the plants were changed and the place of the plants were cleaned.
* Tube light frames were cleaned.
* Guest house was cleaned thoroughly.
* Old files of Coal cell were kept in the record room.
* Record room was renovated.
* Liquid soaps and paper cubes were provided to all the toilets of all floors of the office.
* Basin flush was cleaned.
* Walls of all cubicles were cleaned thoroughly.
* Cabinets were cleaned.
* Window curtains have been cleaned.
* Broken Chairs have been repaired.
* All toilets of gents and ladies were cleaned thoroughly.
* Pipe line  and urinal were cleaned .
* Door of the canteen was repaired.
* All fans were cleaned.
* Car parking area was cleaned thoroughly.
* Walls of cubicles were mopped.
* Cleaning of floors and toilets was done.
* Kitchen of the canteen was cleaned thoroughly.
* Visitor’s room was cleaned thoroughly.
* Library room was cleaned.
* All chairs were cleaned and broken chairs were replaced.
* Floors and toilets were cleaned regularly.

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