

भारतीय मानक ब्यूरो/BUREAU OF INDIAN STANDARDS
(प्रशासन विभाग/Administration Department)

परिपत्र/Circular

Subject: Special Campaign 3.0 (Preparatory Phase) and Disposal of pending matters – reg.

This has reference to an e-mail dated 25 Aug 2023 of DoCA attached herewith a copy of D.O letter No. 1/50/3//2021-Cab.(Vol.II) dated 25 Aug 2023 issued by Sh. Rajiv Gauba, Cabinet Secretary, Govt. of India wherein it has been instructed to organize the Special Campaign from 02 Oct 2023 to 31 Oct 2023 in continuation of previous years' efforts for Special Campaign (copy enclosed) for kind perusal.

2. In this connection, it is inform to the all offices of BIS that, Special Campaign will be undertaken this year from 2 October 2023 to 31 October 2023, in continuation of previous years' (2021 & 2022) efforts made. Last year that the exercise of reducing pendency should be undertaken on continuous basis. In this regard, DARPG had issued detailed instructions on 3 January 2023. During this campaign, special attention has been given to field/outstation offices responsible for services delivery or having public interface and DARPG would be the nodal Department for monitoring and implementation of the campaign.

3. It is also to be informed that the Preparatory Phase of **Special Campaign 3.0 will start from 15 September 2023**. In this connection, all offices of BIS to identify the old material for disposal, cleanliness work, painting work etc. to be done in their office premises.

4. In addition to above, all offices including departments at BIS HQs may please **nominate their Nodal Officer not below the post of Section Officer and to send the details of Nodal Officer to Administration Department at administration@bis.gov.in, latest by 11 September 2023.**

5. Keeping in view of above, HoDs of all ROs/BOs/LABs/NITS including departments at BIS HQs are requested to comply the above and to nominate a Nodal Officer for Special Campaign for disposal of pending matters.

6. This issues with the approval of Competent Authority.

Encl: as above



(संदीप मीना)
निदेशक(प्रशासन)

Ref: ADMN/09/57/2022

Circulated to: All ROs/BOs/Labs/NITS including departments at BIS HQs through BIS Intranet for information, please.

Email

ADMINISTRATION Admn

Fwd: D.O. Letter on Special Campaign for disposal of pending matters

From : US(P&C) <uspc-ca@gov.in>
Subject : Fwd: D.O. Letter on Special Campaign for disposal of pending matters

Fri, Aug 25, 2023 05:15 PM

1 attachment

To : ADMINISTRATION Admn <administration@bis.gov.in>, BIS DG Secretariat <dg@bis.gov.in>, Director General (NTH) <dgntn-wb@nic.in>, ASHUTOSH AGARWAL <ashutosh.agarwal13@nic.in>, K.C.Singha <kc.singha@gov.in>, ASHOK KUMAR <drashok.sharma10@nic.in>, Sunil Kumar Mishra <mishra.sunil@nic.in>, ABSSHALINI <abs.shalini@gov.in>, Swwarupa Saraan <swwarupa.saraan@nic.in>, Aman Jain <amanjain.ofb@nic.in>, Ashutosh Agarwal <dirwm-ca@nic.in>, JITENDER AHLAWAT <hr099.ifs@nic.in>, Pramod Kumar Sahoo <pk.sahoo@nic.in>, Sanjay Kumar Prasad <prasad.sk@nic.in>, TR Sathish Chandran <schandran.73@nic.in>, Ramesh Singh <singh.ramesh64@nic.in>, Subhash Chandra Meena <subhash.meena@nic.in>, SOESTT <soestt-ca@gov.in>, SO CPU <socpu-ca@nic.in>, Sachin Kumar <socwf-ca@nic.in>, Anita Meena <soecre-ca@nic.in>, S. Mahesh <sogen-ca@nic.in>, Arvind Kumar SO Vig <sovig-ca@nic.in>, USCWF <uscwf-ca@nic.in>, Shri.PRADEEPKUMARTYAGI UnderSecretary <pk.tyagi13@nic.in>, BAL KRISHAN THAKUR <bk.thakur75@gov.in>, ddocash <ddocash-ca@nic.in>, Dy Director PMD <ddpmc-ca@nic.in>, Under Secretary Publicity <ddpub1-ca@nic.in>, JAYALAKSHMI KANNAN S O, Dept. of Education <jayakannan.edu@nic.in>, S Kaushik IES Assistant Director <kaushik.sanjay@gov.in>, Manoj Kumar <mk.naik72@gov.in>, S Kaushik IES Assistant Director <skaushik@msmediagra.gov.in>, Under Secretary BIS <usbis-ca@nic.in>, US CPU <uscpc-ca@nic.in>, Jasbir Tiwari <usemb-ca@nic.in>, Under Secretary (Estt.) <usestt-ca@nic.in>, usgen-ca <usgen-ca@nic.in>, usif-ca <usif-ca@nic.in>, Aditya <usvig-ca@nic.in>

Cc : Vineet Mathur <vineet.mathur68@gov.in>, Shashi Bhushan <shashibhushan.icoas@nic.in>, Anupam Mishra <js-ca@nic.in>

Sir,
Please find attached for the necessary action

Jyoti
28/08/23
DRA
AD
SOEA
Smt. Chamehal Ji
n.a.pl.
Nmi?
28/AUG/2023

राजीव गौबा
Rajiv Gauba



सत्यमेव जयते



मंत्रिमंडल सचिव
भारत सरकार
CABINET SECRETARY
GOVERNMENT OF INDIA

August 25, 2023

D.O. No. 1/50/3/2021-Cab. (Vol.II)

Dear Secretary,

As you are aware, a Special Campaign was organized from 2nd October to 31st October in the years 2021 & 2022 in all Ministries/ Departments and their attached/ subordinate offices for disposal of Pending Matters. Successful implementation of the Special Campaign was possible as a result of vigorous efforts by all Ministries/ Departments.

2. It was decided last year that the exercise of reducing pendency should be undertaken on continuous basis and the Ministries may set apart some time on a fixed day every week for this purpose. Accordingly, DARPG had issued detailed instructions on 3rd January, 2023.

3. In continuation of previous years' efforts, Special Campaign will be undertaken this year from 2nd October, 2023 to 31st October, 2023. During the campaign, special attention may be given to field/ outstation offices responsible for service delivery or having public interface, in addition to the Ministries/ Departments and their attached / subordinate offices. DARPG would continue to be the nodal Department for monitoring and implementation of the campaign and would issue detailed guidelines for the ensuing Campaign separately.

4. Like last two years, your personal involvement and leadership would be critical for success of the Campaign. Appropriate instructions may be issued to all the Offices/ Organizations under your Ministry/ Department to implement the Special Campaign in 2023 in a befitting manner.

with regards

Yours sincerely,

Rajiv Gauba
25/08/23
(Rajiv Gauba)

To

All Secretaries to the Government of India