राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर (हि॰प्र॰) – 177 005 (भारत)
[ भारत सरकार शिक्षा मंत्रालय के तहत एक राष्ट्रीय महत्व का संस्थान ]
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HAMIRPUR (H.P.) - 177 005 (INDIA)
[An Institute of National Importance under Ministry of Education (Shiksha Mantralaya)]

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# OFFICE ORDER

As per the communication received from the Ministry of Education, Government of India, under the aegis of Swachh Bharat Abhiyan (SBA), vide D.O.No.M.11012/10/2026-CDN dated 18.08.2026, all departments (Academic Sections, Administrative Branches, Training & Placement Office, Library, Hostels, Computer Centre, Estate Office, Health Centre, Vehicle Section, etc.) are hereby informed that the Special Campaign for Disposal of Pending Matters (SCDPM 6.0) is to be implemented immediately and in a comprehensive manner, strictly in accordance with the directives of the Ministry.

**Key Directives:**

**1. Preparatory Phase:**

- Identify all scrap materials, including e-waste, furniture, stationery, vehicles, plastics and other office scrap, without delay.
- Plan disposal procedures strictly in accordance with the Government Financial Rules and the Public Records Act, 1993.

**2. Implementation Phase:**

- Carry out thorough cleaning and disposal activities in all offices, centres, hostels, auditoriums, health centres, libraries and related premises.
- Submit weekly progress reports to ensure continuous monitoring.

**3. Additional Requirements:**

- Document all activities with high-resolution before-and-after photographs, as mandated by the Ministry.
- Review and close all pending physical and digital files.
- Follow all Government protocols for scrap disposal and maintain proper records.
- Office heads shall conduct weekly monitoring. A third-party assessment will be conducted in November 2025 to verify compliance.

Given the urgency and repeated reminders from the Ministry, all concerned units must treat this campaign as a top priority and initiate immediate coordinated action to ensure full compliance.

**This has been issued with the prior approval of the Competent Authority.**

22/10/26

**REGISTRAR**

No. NIT/HMR/DSW-345/2026/2011-26

Dated: 22/10/26

Copy to:

1. Director for kind information, please.
2. All Deans / HODs / Section Officers - for information and necessary action.
3. Chief Warden (H) / All Hostel Wardens - for information and necessary action.
4. Nodal Officer, Swachh Bharat Abhiyan - for information and necessary action.
5. Faculty In-charge (CC) - for displaying the above notice on the Institute website.
6. Deputy Registrar (F&A) - for information and necessary action.
7. Assistant Registrar (Audit) - for information and necessary action.