

## DETAILED DAILY REPORT FOR DEPARTMENTS & SUBORDINATE BODIES

Name of Subordinate Body (if applicable):--

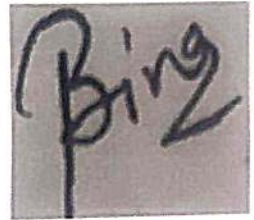
Name of Administrative Department: Sanjay Gandhi Memorial Hospital ,Mangolpuri

Date of Reporting (date for which data is applicable): **25.08.25**

| Sl. | Action Point   | Targeted Outcomes  | Status as on _____ | Target Date (or Date) for achieving (or achieved) outcomes |
|-----|--|--|--------------------|--|
| 1   | Submission of 'Date-wise Action Plan'  | NA   | -                  | -  |
| 2   | Appointment of Nodal Officer for Coordination (Not below Joint Secretary/Equivalent level)                 | NA   | -                  | -  |
| 3   | Day-to-day activities as per Action Plan   | Kitchen hygiene and sanitation was audited and cleanliness of food handlers checked for food safety. | -                  | -  |
| 4   | Deviation from Action Plan, if any (with reasons thereof)  | No   | -                  | -  |
| 5   | Number of Officials taken pledge on designated portal [swachhata.delhi.gov.in]                             | 55   | -                  | -  |
| 6   | Cleanliness activity in official premises  | Regularly Done   | -                  | -  |
| 7   | Clearance of condemnable & obsolete store items  | Fresh condemnation started   | Under process      | Last done on 23.07.25                                      |
| 8   | Segregation, categorization, arranging the records in order and 'weeding out' activity, as per RR Schedule | weeding out done   |                    | Completed on 08.08.25                                      |
| 9   | Complete phasing out of SUP in Govt. premises and adoption of alternatives                                 | Under process  | -                  | 31 <sup>st</sup> august                                    |
| 10  | Number of Shramdaan activities at public places by deptt/subordinate body (along with before/after pics)   | 4, already submitted   | -                  | -  |
| 11  | Number of staff engaged in Shramdaan   | 25 on each occasion  | -                  | -  |
| 12  | 'Defacement Removal' and 'Restoration' carried out over departmental estate &                              | Regularly done   | -                  | -  |

|    |   |                |   |   |
|----|---|----------------|---|---|
|    | assets (with before & after pics)   |                |   |   |
| 13 | Reduce-Reuse-Recycle (3R) and Source-Segregation of Waste initiatives in the Deptt.         | Regularly done | - | - |
| 14 | Review of all public utilities/facilities of deptt. To ensure upkeep and proper functioning | Regularly done | - | - |
| 15 | Public Awareness activities (with theme)  | Regularly done | - | - |
| 16 | Engagement of NGOs in jurisdiction of Deptt.  | yes            | - | - |
| 17 | Details of major events by Deptt./Organisation, if any                                      | -              | - | - |

Note: Report in above format is to be furnished by 11:00am, on the day next to 'Date of Reporting'



(Signature of Nodal Officer)

Name: Dr BINA

Designation: DMS A&E

  
25/08/25