



NATIONAL COMPANY LAW TRIBUNAL

Block No. 3, 6th Floor CGO Complex, Lodhi Road, New Delhi- 110003

File No. 10/31/2025-NCLT /1212

Dated: 12.08.2026

To

The JR/DR/AR
National Company Law Tribunal,
All Benches

Subject: - Observance of Swachhta Pakhwada 2025- 17.08.2026 to 31.08.2026- reg

Sir/Madam

I am directed to enclose an email alongwith a letter from MCA on the above noted subject to request to submit the Action Taken Report alongwith photographs duly annotated of this activity to the undersigned by 31.08.2026 at 5 pm.

(12)
12/08/2026
(Rajesh Sharma)
Assistant Registrar, NCLT

Encl : As above.

To

1. PS to Hon'ble President NCLT New Delhi
2. PS to Hon'ble Members, NCLT
3. PS to Secretary Registrar.
4. PS to Registrar.
5. JR/DR/AR all benches of NCLT.
6. NCLT website/Notice Board.

No.CDN-34011/20/2020-CDN
Government of India
Ministry of Corporate Affairs
Kartavya Bhawan-01

New Delhi, Dated: 30 July 2026

Office Memorandum

Subject : Observation of Swachhta Pakhwada 2026 from 17.08.2026 to 31.08.2026 - reg.

The undersigned is directed to say that the Ministry is observing Swachhta Pakhwada from 17th August 2026 to 31st August 2026.

2. Accordingly, all the attached, statutory, and autonomous bodies under the Ministry of Corporate Affairs are requested to ensure the completion of the following activities during the **Swachhta Pakhwada** period:

- **(i) Disposal of Unserviceable Items:** Identify and dispose of all unserviceable and redundant items including e-waste as per prescribed procedures.
- **(ii) Record Management:** Identify and weed out obsolete physical files and old records in strict accordance with extant rules and guidelines.
- **(iii) Swachhta Pledge & Recognition:** Organize a *Swachhta Pledge* ceremony within the office premises to encourage active participation, and present suitable awards/recognition to staff for maintaining cleanliness.
- **(iv) Premises Cleanliness:** Ensure comprehensive cleanliness across all office premises.
- **(v) Additional Initiatives:** Offices may selectively undertake additional cleanliness initiatives from **Annexure-II** as per their convenience.

3. The Action taken report along with clear photographs/ short videos of the Pakhwada may be shared on the e-mail id: mca.coordination@gov.in by 01.09.2026 so as to upload the same on swachhtaactionplan portal of Ministry of Drinking Water & Sanitation.

(Signature)
20/7/26
(C. Abirami)

Under Secretary to the Govt. of India

To,

All the offices as per attached list.

Copy to:

- I. PPS to Secretary, CA
- II. PPS to AS(AP), SEA(SM)
- III. PPS/ PS to JS(ASA)/ JS(BD)/ JS(RJ)