



Action plan for Celebration of 150th Birth Anniversary of Mahatma Gandhi

S. No.	Activity	Details & Photographs of Activity
1	Display slogans and signage related to Mahatma Gandhi	Photographs of Mahatma Gandhi have been placed in office premises. Click here to see Photo
	Screening of movies/media on Mahatma Gandhi	Conference room of APEDA has been renamed as “Mahatma Gandhi Conference room” to mark the 150 th Birth Anniversary. Screening of movies has been organized on the life, principles and ideology of Mahatma Gandhi. Click here to see Photo
	Publicity of events/ activities on celebration of Birth Anniversary of Mahatma Gandhi through the website as well as social media.	<u>Promotion on social media</u> https://twitter.com/APEDADOC/status/1177443511731281929 https://twitter.com/APEDADOC/status/1177534466790551552 https://twitter.com/APEDADOC/status/1178546077013688321 https://twitter.com/APEDADOC/status/1178567734495342592 https://www.facebook.com/926479677526334/posts/1416098061897824/ https://www.facebook.com/926479677526334/posts/1411036785737285/ <u>Promotion on APEDA website</u> https://apeda.gov.in/apedawebsite/

2	<p>Sensitize all the MTSs/ Sweeping staff/ Housekeeping staff about their crucial role in maintaining cleanliness; and further in spirit of Swachh Bharat Mission.</p>	<p>APEDA organised the sensitization program for all MTS/ Housekeeping staff.</p> <p>Click here to see Photo</p>
	<p>Improve the working condition of housekeeping staff, the Contractor for Housekeeping and cleaning work will be directed to provide modern Mechanical equipments for cleanliness in the Department.</p>	<p>APEDA has procured following modern equipment/accessories for housekeeping staff:</p> <ol style="list-style-type: none"> 1. Floor Cleaning machine 2. Fly catcher machine approx 06 (Six). 3. Hand gloves for housekeeping staff <p>Click here to see Photo</p>

3	<p>Weeding of Old Records Special drive to weed out all old files/ records following the provisions laid down in Record Retention Schedule</p>	<p>Old records have been identified which are required to weed out as per the process.</p> <p>Click here to see Photo</p>
4	<p>Imparting Vocational Training Imparting vocational training to the socio-economic needy families and their children and helping them become employable</p>	<p>APEDA invited children of Housekeeping staff/MTS/Security Guards and imparted basic educational knowledge about MS Word, MS Excel, Basic Computer etc.</p> <p>Click here to see Photo</p>
5	<p>Essay Competition Organisation of essay writing competition related to Mahatma Gandhi within the staff of APEDA employees.</p>	<p>Click here to see Photo</p>
6	<p>Visit to Places Related to Mahatma Gandhi Organize visit of staff/officer to Gandhi Museum, Delhi.</p>	<p>Click here to see Photo</p>
7	<p>Singing Competition To Organize singing competition on songs of Mahatma Gandhi</p>	<p>Click here to see Photo</p>
8	<p>Space for Gandhi Gallery in Office</p>	<p>APEDA has created a Gandhi Gallery depicting the life and struggle of the Mahatma Gandhi.</p> <p>Click here to see Photo</p>
9	<p>A Natak on Mahatma Gandhi Ideology A small play/natak on ideology of Mahatma Gandhi may be organized</p>	<p>To be organised soon..</p>