

**Observation of Swachh Bharat Pakhwada at Central Institute of Coastal Engineering for Fishery (CICEF), Bangalore from 16<sup>th</sup> to 31<sup>st</sup> October 2016**

As a part of observation of Swachh Bharat Pakhwada from 16<sup>th</sup> to 31<sup>st</sup> October 2016 and creating awareness about the importance of cleanliness, following activities were undertaken by CICEF in and around its office premises

24<sup>th</sup> October 2016

- The record room and cupboards are cleaned and all files, folders and registers are placed neatly
- The torn files and register covers are replaced with new file cover and brown sheets respectively
- The old and absolute file/folders and register are earmarked and placed in stores for weeding out

