



File No. Admin-11019/4/2024-ADMN-ITPO
India Trade Promotion Organisation
(Administration Division, E-I Section)

Ref. No.11-ITPO(1)/E-I/2014 Pt-I

Bharat Mandapam, New Delhi
17 October 2025

Circular No. Admin/ 59 /2025

Directions have been received from DoC that "Swachta Abhiyan to be continued at the level of Senior Officials of the Department including those of subordinate/attached organisations and CPSUs under the Department with a message to take it to the grassroots level including homes of the employees and public at large."

In view of above, all officials of ITPO are requested to make compliance of above instructions as above.

This issues with the approval of the Competent Authority.

(Shankra Nand Bharti)
GM(BM-Coord)/HoD(Admin)

To:

All officers/officials of ITPO

Copy to:

1. All HoDs
2. IT Services Division - with a request to upload on ITPO Website
3. Notice Boards
4. Circular Register

For information:

1. PSO to CMD
2. PA to ED