

i. DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. of DELHI
(ADMINISTRATION BRANCH)


NO: GA/1076/27/Admn/Misc/2020/D-451

Date: 13/6/23

ENDORSEMENT

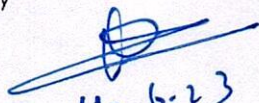
The copy of under mentioned letters are forwarded herewith for information and further necessary action:-

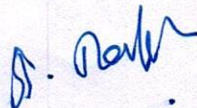
S.No.	Name of Deptt.	Letter No. and Date	Subject
1.	Govt. of NCT of Delhi, General Administration Department, 2 nd Level, 'A' Wing, Delhi Secretariat	F.No.18/27/2023/Misc./GAD/A dmn./27211 dated : 31-05- 2023	Regarding Mission Lifestyle.
2.	Govt. of NCT of Delhi, Office of the Minister (Health, Industries, UD, Services, Vigilance & I&FC) 'A' Wing, 7 th Level, Delhi Secretariat	U.O.No.: Min.(Health)/2023- 24/2598-2606 dated : 02-06- 2023	Reg necessary instructions while submission of files to Hon'ble Minister


Dy Director (Admn.)


Copy to:

- 1 PS to CEO(DUSIB) for kind information of the latter.
- 2 PS to Member(Admn) for kind information of the latter.
- 3 Chief Engineer, DUSIB
- 4 All SEs/EEs/Coordn.
- 5 All Directors/Dy. Directors
- 6 B&FO/Dy.CA- 1& 11
- 7 Competent Authority, Tis Hazari Court
- 8 Dy. Director(System)- upload on DUSIB website portal.
- 9 Guard file
- 10 Office Copy


14.6.23



Diary No. 642 00548 LP3
Date: 14/6/23
Computer Division (DUSIB)
Govt. of NCT of Delhi


 GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
 OFFICE OF THE MINISTER
 (HEALTH, INDUSTRIES, WATER, UD, SERVICES, VIGILANCE & I&FC)
 'A' WING, 7TH LEVEL, DELHI SECRETARIAT
 I.P. ESTATE: NEW DELHI - 110002

It has been desired by Hon'ble Minister that instructions regarding submission of files should be reiterated to all concerned officers.

Henceforth, all files being sent to Hon'ble Minister should invariably bear Computer Number, subject matter on the file, page numbers on the noting and correspondence side, and Para numbers on the noting. It has also been observed that the files are being submitted with illegible/unreadable subject and at times in torn and shabby file covers.

Hon'ble Minister has also observed that while submitting notes to him, all officials/officers are merely signing without putting a stamp containing the name & designation. Hitherto, files which do not bear the names & designation stamp of the officers/officials will not be received in the Personal Secretariat of the Hon'ble Minister.

It has been also observed by Hon'ble Minister that often there is no space for Hon'ble Minister to write his comments, when the files are marked to him. Head of Department may kindly give appropriate directions to ensure that there is sufficient space for Hon'ble Minister's commentary / decisions on the new page. Further courtesy sheets may also be added.

You are requested to kindly issue necessary instructions to all concerned in this regard.

Asst. Chief Secretary (Industries)

Pr. Secretary, (I&FC)

Secretary (Health)

Secretary (UD), GNCTD

Secretary (Vigilance), GNCTD

Secretary (Services), GNCTD

MD, DSI/DC

CFO, DJB

CFO, DUSIB

U.O. No. Min (Health)/2023-24/23476

(O.P. MISHRA)

Secretary to Minister
(HEALTH, INDUSTRIES, WATER,
UD, SERVICES, VIGILANCE & I&FC)

Please circulate.

Q. No. 4
05/06/23

DD (Admin)

ADIA

Date 02.06.2023

San - Sanjay

M/M 02/07

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6635
467025*

*DD (Admin)
No. 89061
6/6/23*

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No. 89061
6/6/23*

*DD (Admin)
No. 89061
6/6/23*

Gmail

SP
G. 631
01/06/2023

DUSIB Delhi <delhishelter@gmail.com>

Regarding Mission Lifestyle

1 message

Co Member (Administered) (SP)
Diary/Report No. 3406
Date 01/06/23

THU, JUN 1, 2023 at 12:57 P

GAD ADMN <gad.admn@gmail.com>

To: rcoop@nic.in, Commissioner F & S <ps2cfs@gmail.com>, pshome@nic.in, sgad@nic.in, secservices@nic.in, pspwd@nic.in, pspower@nic.in, pshealth@nic.in, senv@nic.in, Rajendra Kumar <psud@nic.in>, chairmandsssb.delhi@nic.in, Punya S Srivastava <secyedu@nic.in>, divcom@nic.in, ctt.delhi@nic.in, DUSIB Delhi <delhishelter@gmail.com>, cexcise@nic.in, commtpt@nic.in, LABOUR COMMISSIONER <labcomm.delhi@gmail.com>, cdevelop@nic.in, dagri@sansad.nic.in, director.dlfire@nic.in, diredu@nic.in, Land Building <buildingland222@gmail.com>, cfss.delhi@nic.in, dvigil@nic.in, dutcs@nic.in, slaw@nic.in, psfin@nic.in, dsw@nic.in, dirtte.delhi@nic.in, ADMIN EDUCATION <dtehedu@gmail.com>, secyit@nic.in, pssw@nic.in, Commissioner <comind@sansad.nic.in>, "Pr. Secretary DSCST" <scstsecretary@gmail.com>, wcd@nic.in, secyart@nic.in, chairperson@ndmc.gov.in, SK Srivastava <csdelhi@nic.in>, Directorate of Information and Publicity <directordip2014@gmail.com>, mdsiidc@gmail.com, ambd@nic.in, md@delhitourism.gov.in, Secretary@ndmc.gov.in, pstechedu@nic.in, jdplg@nic.in, pwdhqdelhi@gmail.com, TOURISM DEPARTMENT <tourism.gnctd@gmail.com>, secylm.delhi@gov.in, Deputy Secretary <dysecyacd@gmail.com>, cmdelhi@nic.in, Mintours.delhi@gov.in, ceo_delhi@eci.gov.in, secyminsw.delhi@gmail.com, Delhi Assembly <assemblydelhi@gmail.com>, einc-pwd@delhi.gov.in, commissioner.mcd@nic.in, seclg@nic.in

Madam/Sir,

Please find the attachment on the subject cited above for information.

Thanking You

Regards

Dy. Secretary
General Administration Department

001 (6).pdf
813K

DD (Admn.)
No. 2-2033
2/6/23

SP
1648
02/06/2023

CEO
M(A)
Dis-(Admn.)
02/06/23

We may circulate and also appoint a Nodal officer. Q. and A.
2/06/23

DD (Admn.)
1/316

Ad/A
A
Sent Reply on 02/06/23
M/S

GOVERNMENT OF NCT OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
2ND LEVEL, 'A' WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002

F.No.18/27/2023/Misc./GAD/Admn./ 27211

Dated :- 31/05/2023

To

(1) All ACS/Pr. Secretaries/Secretaries/HODs/
Heads of Autonomous Bodies/Undertakings
Govt. of NCT of Delhi
Delhi/New Delhi

(2) Heads of Local Bodies
Delhi/New Delhi

Sub. Regarding Mission Lifestyle

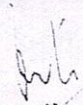
Sir/Madam.

I am directed to forward herewith copy of D.O. letter No.F.12(681)/Env./2022/PF-176/199, dt. 15-05-2023 of the Pr. Secretary (Env. & Forest), GNCTD, on the subject cited above, for taking appropriate action in the matter.

This issues with the approval of the Addl. Chief Secretary (GAD).

Yours faithfully.

Encl. as above


(Promila Mitra)
Dy. Secretary (GAD)

Sy. Admn / 1246

श्री कृष्ण कुमार सिंह
SHRI KRISHNA KUMAR SINGH, IAS
सचिव पर्यावरण, वन एवं वन्य जीव
Secretary (Environment & Forest, Cooperation)
Development Commissioner



अज्ञादीना
अमृत महोत्सव

राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
ब्लॉक-6, विंग-सी, दिल्ली सचिवालय आइडपीओ एस्टेट, नई दिल्ली-110002
LEVEL-8, WING-C, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002
Tel No.: 23392108, Tel/Fax : 23392034

D.O. No. F-12/(681)/Env/2022/PF-1/76/199
दिनांक
Date 15/05/2023

Respected Sir,

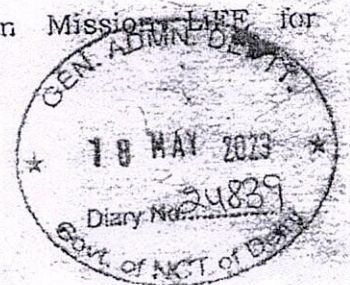
As you are aware that LIFE- Lifestyle for Environment was introduced by Hon'ble Prime Minister at CoP26 in Glasgow as an India-led global mass movement for "mindful and deliberate utilization, instead of mindless and destructive consumption" to protect and preserve Environment.

Mission Lifestyle for Environment recognizes that Indian Culture and living traditions are inherently sustainable. The importance of conserving our precious natural resources and living in harmony with nature are emphasized in our ancient scriptures. The need of the hour is to tap into that ancient wisdom and spread the message to as many people as possible. Mission Life seeks to Channel the efforts of individuals and communities into a global mass movement of positive behavioral change.

Seven themes, viz., Save Energy, Save Water, Say No to Single Use Plastic, Adopt Sustainable Food Systems, Adopt healthy Lifestyles, Reduce Waste and Reduce Waste have been identified to mobilize the movement.

Since World Environment Day is approaching on June 5, 2023, it is envisaged to organize major outreach and advocacy activities for mass mobilization on Mission LIFE with the aim to sensitize people about the impact of behavioral change on the environment. And a plan of Action for events to be conducted prior to 5th June with a major event on 5th June needs to be chalked out. Some of the suggested activities are:

1. Making offices Plastic free.
2. Creating less paper or Digital offices to avoid use of paper.
3. Avoid food wastage in office canteens/ cafeterias - promote serving of small portions.
4. Prepare Compilation of Best Practices on Mission LIFE for distribution in Govt. Offices



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- 10/c
5. To spearhead the Mission LIFE Pledge Initiative – to intimate all Govt. Offices/ Departments to take pledge on Mission LIFE on 5th June.
 6. Special Awareness Campaign on Switching off Engine at Red Lights
 7. Organizing Runs / bicycle rallies co-branded with Mission LIFE.
 8. All the events and activities must have the logo of LIFE in the background so that it gets easily identified.

The creatives for mass mobilization as well as the Mission LIFE Pledge are already available on the Mission LIFE portal which can be downloaded from there. The Mission LIFE portal can be accessed from MoEF & CC GoI website at <http://missionlife-moefcc.nic.in/>.

The activities, once undertaken may be uploaded on the portal: merilife.org alongwith photos/ videos. A user manual for field officers for uploading Plan of Action/ reports/ photos and videos on merilife portal is enclosed for kind reference.

May I therefore request you to kindly nominate a nodal officer from your department to undertake the Activities for awareness generation and sensitization about Lifestyle for environment (LiFE) in Delhi Govt. Departments/ offices so that necessary action can be initiated immediately for advocacy and awareness regarding Mission LIFE and uploading the same on merilife portal.

Regards

Yours sincerely,

Encl. : As above.

Azil Kumar Singh

(Azil Kumar Singh)

Sh. Farveen Kumar Gupta, IAS
Addl. Chief Secretary (GAD)
General Administrative Department
2nd Level, A-Wing, Delhi Secretariat,
I.P. Estate, New Delhi - 110002

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23/10

9



User Manual for District Field Officers

Visit MeriLiFE.org

1. Enter merilife.org through your web browser on your mobile or laptop
2. Click on Login

Sign Up

1. Through the Institution login page, click on "Don't have an account? Sign up"
2. Select the name of Ministry, Institution and enter your Name, Designation, Email ID and Mobile Number. *Please note that all fields are compulsory*
3. Click on OTP verification
4. Enter the OTP received and click on Sign Up

Access your Institution/Department/Organization Dashboard

- | | |
|---|---|
| View past reported events by you and generate reports | <ol style="list-style-type: none"> 1. Access your dashboard of actions or awareness events that have been already reported by you 2. Download the report for your perusal |
| Report New Action | <ol style="list-style-type: none"> 1. On the main dashboard, click on New Action Report to report a new event undertaken by you 2. Fill the Action Report with comprehensive details of the event undertaken by you 3. Please remember to enter the captions for photos and videos submitted 4. Please mark whether you have taken the Mission LiFE Pledge 5. Click Submit |
| Log Out | <ol style="list-style-type: none"> 1. Click on your profile 2. From the dropdown, select "Log Out" |

Help/Support Desk

For any queries, please contact the Help/Support Desk at help@merilife.org or call the Helpline at 1800-120-1234.