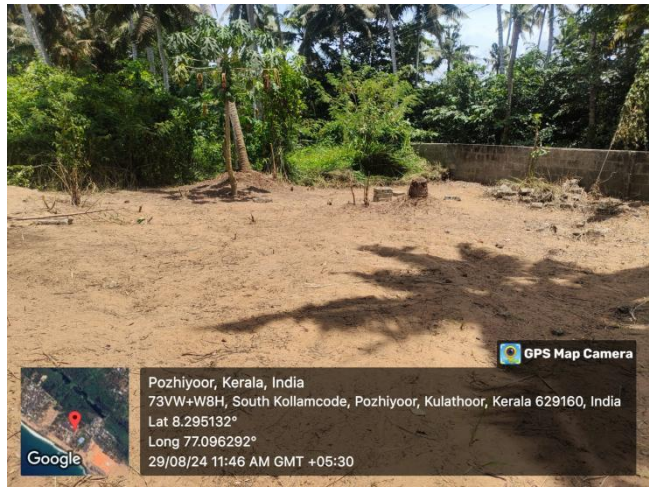


SWATCHHATA ACTION PLAN 2024-2025

Sl.No	Time	Session	Venue	Action taken
1	9.30 AM	Arrival and preparation for cleaning activities	Marine Fin Fish Hatchery Project, Pozhiyoor, Thiruvananthapuram	Project In Charge, Scientific Officer and Accountant of MFHP along with 5 outsourced staff were ready with the tools and cleaning materials.
2	9.45 AM	Awareness Programme on importance of Personal hygiene and cleanliness in surroundings		The Project In Charge has delivered an awareness session to the regular staffs as well as the outsourced staff to properly dispose the waste materials. Proper attention should be given to clear away stagnated water to stop spreading diseases caused by mosquito.
3	10.00 AM - 12.00 PM	Cleaning of office premises/ Shramdaan on site photo collection		The office premises where grass and creepers occupied the space were cleared, the plastics and other waste materials were collected and disposed in the dustbin.
4	12.00 PM - 12.30 PM	Planning for future course of action and making office premises cleaning is a regular practice		Measures were devised by regular staffs and outsourced staff at MFHP Pozhiyoor to keep the premises of MFHP neat and clean by spending an hour every day during the start of each day.



Sl.No	Time	Session	Venue	Action taken
1	9.30 AM	Arrival and preparation for cleaning activities	Marine Fin Fish open sea cage farm, Muttom, Kanyakumari District, Tamilnadu	Senior Field Officer of MFHP cage farm along with 3 outsourced staff were ready with the tools and cleaning materials.
2	9.45 AM	Awareness Programme on importance of Personal hygiene and cleanliness in surroundings		The SFO has given awareness to the outsourced staff about personal hygiene and keeping the surroundings clean. The plastic waste and other materials dumped into the sea as well as harbour water reaches the cage farm. The staffs were guided to collect the waste in a separate bag or cover and dispose it properly in the harbour as a routine job. It was also told to take utmost care while handling these materials with proper safety materials as well as to wash hands after collection.
3	10.00 AM - 12.00 PM	Cleaning of office premises/ Shramdaan on site photo collection		The watchman hut was cleaned as well as those plastics and waste dumped into the sea were collected from the farm site in a separate sac for proper disposal.
4	12.00 PM - 12.30 PM	Planning for future course of action and making office premises cleaning is a regular practice		Measures were devised by regular staffs and outsourced staff at MFHP sea cage farm to keep the premises of MFHP sea cage farm neat and clean by spending an hour every day during the start of each day.

