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## How to Write a Letter/Application to the Editor on Environmental degradation and pollution

**Question:** You are Raj/Rajni, secretary of Harmony Residents Welfare Association, Chetna Vihar, Delhi, much concerned about the environmental degradation and pollution in your locality. **Write a letter to the editor of "The Herald" throwing light on the problems faced and giving suggestions for improving the health and hygiene in your locality.**

**Answer:**

Harmony Residents  
Welfare Association.  
Chetna Vihar,  
Delhi-1  
5th January, 200..,  
The Editor,  
The Herald,  
Bahadur Shah Zafar Road,  
New Delhi-19

**Subject:** Environmental degradation and pollution

Sir,

Being the secretary of the Residents Welfare Association, I request your honor to publish our problems about the environmental degradation and pollution in *Chetna vihar, Delhi*.

In reality, the colony is turning into the worst hell due to negligence of sanitation and their civil facilities. Heaps of rubbish, garbage, open manholes, potholes on the roads, urinating of stray animals, noise pollution through vehicles and other functions,



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such as traffic, etc, add salt and make the situation all the more miserable.

In this regard, concerned authorities have been requested time and again but till today nothing tangible seems to have been done. The pollution and environmental degradation may result in the outbreak of any dangerous disease and thereby a death toll may occur as the cases of committing. *dysentery*, *cholera*, etc. have become frequent.

In these circumstances, it is requested that sanitation work should be given the topmost priority. The roads should be repaired and the checked manholes, emitting foul smell, need to be cleaned as well as covered. A spray of insecticides arranges every spot lest the mosquitoes should breed. Authorities should initiate remedial steps for the control of *pollution* and traffic on the roads.

I hope my view will be valued in the common interest of all.

Yours faithfully,  
Raj/Rajni  
secretary