

संख्या:ई.डी.एन.एच(4) ( प्रा.)1/2017(अवार्ड)

प्रारम्भिक शिक्षा निदेशालय,हिमाचल प्रदेश ।

दिनांक: शिमला- 171001,

27 जून,2017

सेवा में

समस्त उप निदेशक उच्चतर शिक्षा / प्रारम्भिक शिक्षा  
हिमाचल प्रदेश ।

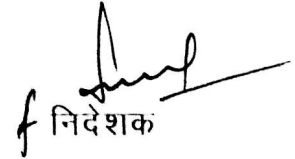
विषय: वर्ष 2017 के राष्ट्रीय / राज्य स्तरीय शिक्षक पुरस्कार बारे ।

महोदय,

जैसा कि आप को विदित ही है कि भारत सरकार तथा राज्य सरकार प्रतिवर्ष 5 सितम्बर को शिक्षक दिवस के पावन अवसर पर प्रतिभाशाली अध्यापकों को राष्ट्रीय तथा राज्य पुरस्कार से सम्मानित करती है । इस सन्दर्भ में आप को सूचित किया जाता है कि हिमाचल प्रदेश सरकार के पत्र संख्या EDN-C-C(17)-3/2007-L dated 23<sup>rd</sup> June 2017 के द्वारा राज्य स्तरीय शिक्षक पुरस्कार योजना को संशोधित किया गया है ।

राज्य शिक्षक पुरस्कार के लिए अब शिक्षकों का नामांकन उनके स्कूल, खण्ड अथवा जिला शिक्षा अधिकारी कर सकते हैं या शिक्षक स्वयं को नामांकित कर सकते हैं । उच्चतर / प्रारम्भिक शिक्षा से सम्बन्धित सरकारी पाठशालाओं में कार्यरत सभी वर्गों के पात्र अध्यापक राष्ट्रीय / राज्य स्तरीय पुरस्कारों के आवेदन दिनांक 15.7.2017 तक on line प्रारम्भिक शिक्षा निदेशालय की बैबसाईट के लिंक <http://bit.ly/2t1zcq6> पर कर सकते हैं तथा जो अध्यापक दुर्गम एवं जनजातिय क्षेत्रों में कार्यरत हैं , वे दिनांक 20.7.2017 तक सम्बन्धित उप निदेशक उच्चतर शिक्षा / प्रारम्भिक शिक्षा को Off Line आवेदन कर सकते हैं । विस्तृत निर्देश व प्रपत्र प्रारम्भिक शिक्षा निदेशालय की बैबसाईट पर उपलब्ध है। यदि किसी शिक्षक को आवेदन प्रपत्र भरने में कोई कठिनाई आती है तो वे इसके लिए विभाग के दूरभाष न0 0177-2812464 पर सम्पर्क कर सकते हैं

जो आवेदन सम्बन्धित उप शिक्षा निदेशक उच्चतर शिक्षा / प्रारम्भिक शिक्षा के पास प्राप्त होंगे, वे उन्हें दिनांक 25.7.2017 तक उपरोक्त वर्णित बैबसाईट लिंक पर अपलोड करने की कृपा करें तथा दिनांक 30.7.17 तक जिला स्तर की कमेटी छंटनी कर पात्र अध्यापकों के नाम प्रारम्भिक शिक्षा निदेशालय को सूचित करें । यदि इसमें किसी भी प्रकार की अनिमियतता पाई जाती है तो इसके लिए आप स्वयं उत्तरदायी होंगे ।

  
निदेशक

पृष्ठांकन संख्या सम दिनांक शिमला-171001,

27 जून,2017

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है ।

1. अतिरिक्त मुख्य सचिव (शिक्षा) हिमाचल प्रदेश सरकार, शिमला-2
2. निदेशक(उच्चतर शिक्षा) हिमाचल प्रदेश शिमला-1
3. समस्त खण्ड प्रारम्भिक शिक्षा अधिकारी, हिमाचल प्रदेश

  
निदेशक

HIMACHAL PRADESH SCHEME OF STATE AWARD FOR  
SCHOOL TEACHERS

**DEPARTMENT OF ELEMENTARY AND HIGHER  
EDUCATION ( HIMACHAL PRADESH )**

## INTRODUCTION

The Government of Himachal Pradesh has implemented a scheme of “State Award to teachers and Heads of the School” since long. The State Awards to teachers are given away by the Governor Himachal Pradesh on 5<sup>th</sup> September (Teacher’s Day) every year. Its main objective is to raise the prestige of teaching profession in the society and to give recognition to services rendered by teachers of outstanding merit and ability. This scheme is applicable to the teachers who are serving in Government Primary/Middle/High/Senior Secondary schools .

As per announcement of Hon’ble Chief Minister of Himachal Pradesh, on 5<sup>th</sup> September,2016 ( on the occasion of Teachers Day) The scheme has been revised from the year 2017 onwards, to award the teachers servicing in Tribal/Hard area of the State. Therefore a separate category of awards has been proposed for the teachers giving their valuable services in these areas and number of awards under this category has been fixed as 9.

The new scheme has been prepared to reduce the subjectivity and give more emphasis on the output, other quantifiable indicators and to encourage the innovation in the field of education.

The teachers who are serving in General Area would be awarded separately and the number of awards fixed for them is 15 i.e. altogether 24 awards in number are proposed to be given every year.

**Each state awardees will receive a medal, Himachal cap/scarf, shawl, books, a citation and a certificate.**

### **OBJECTIVES OF THE SCHEME:**

- Award teachers and school heads is an annual exercise for achieving excellence in the field of education
- Promote recognition, respect and appreciation of the teachers
- Stimulate interest in teaching as a career
- Provide incentive and motivation to teachers to put extra efforts in the field of education

- Motivate quality teaching and desire to have good reputation in the community
- Honour dedicated, creative and effective teachers
- Encourage best practices in schools

**I. CONDITIONS OF ELIGIBILITY OF TEACHERS FOR CONSIDERATION OF THE STATE AWARD**

**1. Teaching Experience:**

- a. Teachers with at least 15 years teaching experience including (contract/regular services) and 20 years (i.e. 15 years of teaching experience including contract services & Five years of Administrative experience) in case of Headmaster/ Principal who are actually working as teachers/heads in Govt. Primary/Middle/High/ Senior Sec. Schools only shall be considered. Any experience attached in Foreign Services will not be counted.
- b. Normally retired teachers are not eligible for the award but those teachers who have served a part of the calendar year ( at least for four months i.e. up to 30th April in the year to which Award relates ) may be considered if they fulfill all other conditions. The service rendered on re-employment after attaining the age of superannuation will not count as eligible service. Teachers whose name were recommended last year or before can be considered again if they are still otherwise eligible.
- c. 50% of the entire service should have been in rural area. Urban area is considered as notified by Urban Development Department from time to time.
- d. Educational Administrators(except Principal/HM) and the staff of training colleges are not eligible for these awards. Teachers & BRCs are only eligible on completion of five years in the schools after leaving SSA /RMSA /DIETs.
- e. Only those teachers having requisite teaching experience as mentioned at Sr. No 1(a) above on 31st December of the preceding year are eligible.

f. All teachers holding non-teaching jobs in the Department of Education are ineligible for the award.

**2. Academic Examination Result: ( For last five years)**

a. For service in High/Senior Secondary Schools: The schools served by the teacher for more than 3 months in the last 5 years, the passing percentage of the board subject (in case of teachers) and class (in case of, HM and Principal) should be at least 65% every year

b. For Primary/Middle Schools : The schools served by the teacher for more than 3 months in the last 5 years, 75% of the students of the highest class taught be in grade A to C every year .

**3. Disciplinary proceedings :** Any teacher who has been penalized for misconduct under major/minor penalty under CCA rules 14/16 over the previous five years is not eligible to apply for the State Teacher Award

4. Teachers whose name were nominated during the proceeding year or before can be considered again if they are still otherwise eligible

5. State Award will be given only once in service

**6. Eligibility for National Awards:** Only State Awardees from Himachal Pradesh are eligible after two years of receiving the state award

7. The award under **Hard /Tribal Area Category** will be given for teachers :

a. Whose entire service is in the rural area. Out of this ,at least one tenure (or a two -and-a-half years of service) should be in tribal /hard area;and

b. Who is presently serving in hard/ tribal area.

- c. In case of resident of Hard/Tribal area, the place of present posting should be at least 15KM away from his/her Native place.
8. No additional documents than the ones asked for the proforma should be attached.

## II. **PROCEDURE FOR SELECTION FOR STATE AWARDS:**

1. Nominations for State Teacher Awards should be made through recommendations. The teacher can be recommended by his/her Head of School or Block/District Officer based on the prescribed criteria.
2. The selection criteria would have four steps :  
STEP 1: Shortlisting by District Selection Committee  
STEP 2: Shortlisting by Directorate Selection Committee  
STEP 3: Surprise checking & verification /authentication of documents.  
STEP 4: Final Selection will be made by State Selection Committee
3. The District Selection Committee would analyze the Proforma as per submitted proofs and assign the score to the candidates (as per criteria mentioned below) out of 100 marks (in case of HM, Principal, or DEP/PET maximum marks is 90).
4. **The District Selection Committee will forward confidentially THREE NOMINATIONS in order of merit from of each category to the Directorate of Elementary Education. In case of a district with Hard/Tribal Area, the committee will make a total of six NOMINATIONS (three from General Area and three from Hard /Tribal Area)**

5. The District Selection Committee will forward the names of only those candidates who have scored at **least 50% marks** as per selection criteria
6. **The Directorate level Committee shall compile/scrutinize these nominations and shortlist the following number of top scorers in each category :**

| SN                 | CATEGORY     | GENERAL AREA | HARD/TRIBAL AREA |
|--------------------|--------------|--------------|------------------|
| 1                  | Principal    | 2            | 2                |
| 2                  | Headmaster   | 2            | 2                |
| 3                  | Lecturer/PGT | 3            | 2                |
| 4                  | DPE          | 2            | 2                |
| 5                  | PET          | 2            | 2                |
| 6                  | TGT          | 4            | 2                |
| 7                  | C&V          | 3            | 2                |
| 8                  | JBT          | 5            | 3                |
| <b>TOTAL</b>       |              | <b>23</b>    | <b>17</b>        |
| <b>GRAND TOTAL</b> |              | <b>40</b>    |                  |

7. The Director (Elementary) would constitute a committee for surprise visit to verify the claim of the shortlisted candidates and the committee would (i) cross check the information submitted in Proforma.
- (ii) The committee apart from verifying the details in proforma will also ascertain the general reputation of the concerned claimant teacher after talking to the members of local community, SMCs and general public etc.
- (iii) in case of DM/PET, HM or Principal, give marks on additional parameters (90% weightage to Proforma and 10% weightage to additional parameters graded in surprise visit. For the 10% weightage to additional

parameters graded in surprise visit, average of marks given by each committee members would be counted).

However, if the committee is of the view that any selected teacher is otherwise unfit for the award it may recommend deletion of nomination furnishing details of the same.

8. The Directorate Selection Committee retains the discretion to ask the shortlisted candidates to submit the original copy of the documents.

9. The number of awards allocated to the category of teachers is indicated as below :

| <b>SN</b>          | <b>CATEOGRY</b>  | <b>GENERAL AREA</b> | <b>HARD/TRIBAL AREA</b> |
|--------------------|------------------|---------------------|-------------------------|
| 1                  | Principal        | 1                   | 1                       |
| 2                  | HeadMaster       | 1                   | 1                       |
| 3                  | Lecturer<br>/PGT | 2                   | 1                       |
| 4                  | DPE              | 1                   | 1                       |
| 5                  | PET              | 1                   | 1                       |
| 6                  | TGT              | 3                   | 1                       |
| 7                  | C&V              | 2                   | 1                       |
| 8                  | JBT              | 4                   | 2                       |
| <b>TOTAL</b>       |                  | <b>15</b>           | <b>9</b>                |
| <b>GRAND TOTAL</b> |                  | <b>24</b>           |                         |

10. Combined list will be prepared by the Directorate Selection Committee and names for the State Award will be placed in order of merit. Final selection will be made by State Govt.



11. The eligible teachers will have to register themselves online on the website of Directorate of Elementary Education (www.hp.nic.in/eleedu)w.e.f. 1<sup>st</sup> April to 15<sup>th</sup> May .The Distt level committee will download the printout of registered teachers and verify the provided data by 15<sup>th</sup> June . Selected nominations be sent to the Directorate of Elementary Education by 25<sup>th</sup> June.Awards are finalized at Directorate level committee by 31<sup>st</sup> July.

**12. THE SELECTION COMMITTEE WILL CONSIST OF THE FOLLOWING MEMBERS:**

12.1) DISTRICT LEVEL COMMITTEE:

- a) Dy. Director Higher Education (Convener)
- b) Dy. Director Elementary Education (Member Secretary)
- c) National/State Awardees from the District retired or in-service teacher to be co-opted by the Dy. Director Ele. Education from the Primary teacher or Elementary teachers (Member)
- d) National/State Awardees from the district retired or in-service teacher to be co-opted by the Dy. Director Higher Education from the Secondary and Sr. Sec. Teachers (Member)

12.2 DIRECTORATE LEVEL COMMITTEE:

- a) Additional/Jt. Director Elementary Education (Chairman)
- b) Jt./Dy. Director Higher Education (Member)
- c) Dy. Director Ele. Education (Member Secretary)
- d) One National Awardee to be nominated by the Director of Higher Education (Member)
- e) One National Awardee to be nominated by the Director of Elementary Education (Member)

12.3 STATE LEVEL COMMITTEE:

- a) Secretary, Education (Chairman)
- b) Director Higher Education (Member)
- c) Director Ele. Education (Member)
- d) Field Advisor NCERT/Nominee GOI (Member)
- e) Principal of Trg. College of SCERT to be nominated by the Secretary Education (Member)
- f) Additional/Jt. /Deputy Director Elementary Education (Member Secretary)

NOTE:- Category wise Selection criteria/ proforma are appended as per annexure appended below:

Principals/HM----- Annexure A

Lecturer/PGT/TGT/C&V/JBT----- Annexure B

DPE/PET----- Annexure C

## **ANNEXURE 1 - STATE AWARD CRITERIA FOR JBT/C&V (excluding PET)/TGT/LECT/PGT**

| SECTION  | CRITERIA  | SCORING   | MAXIMUM MARKS | PROOFS TO BE SUBMITTED   |
|--|---|---|---------------|--|
| REPUTATION IN LOCAL COMMUNITY                  | Awards/Commendation   | a) Recognition by society/SMC -1mark<br>b) Commendations by departmental officers-2marks<br>c) Other higher award (state)-3marks  | 3             | 1) Certificate of Award/Commendation   |
| ACADEMIC EFFICIENCY AND DESIRE FOR IMPROVEMENT | ACR   | Average of marks for past 5 years:<br>Excellent/Outstanding: 5<br>Very Good: 3<br>Good: 2<br>Average: 0   | 5             | ACR (Information should be sought from respective departments. In case, ACR is not available then ACRs of preceding years would be considered) |
|  | Quantitative Result (for all schools where the teacher served for more than 3 months in the last 5 years) | <u>OPTION 1: In case Board Class Taught:</u> Average of the pass percentage for the subject taught to a Board Class by the teacher in the last 5 years multiplied by 0.25<br><br><u>Otherwise, OPTION 2: In case no Board Class Taught:</u> Average of percentage of students receiving Grade A to C in the subject taught to the highest class by the teacher in the last 5 years multiplied by 0.25                   | 25            | 1) Result record certified by Head Of School (Verified by Committee)   |
|  | Qualitative Result (for all schools where the teacher served for more than 3 months in the last 5 years)  | <u>OPTION 1: In case Board Class Taught:</u><br>a) above 30% - 25 marks<br>b) 20% - 30% - 15 marks<br>c) 10%- 20% - 10 marks<br>d) 5% - 10% - 5 marks<br>e) less than 5% - 0 marks<br><br>Average of marks received for all 5 years<br><br><u>OPTION 2: In case no Board Class Taught:</u><br>If no board class has been taught, then average of no. of students in Grade A<br><br>* Grade A is between 80 to 100 marks | 25            |  |
|  | Served as a resource person during last five years in different fields                                    | a) If more than 4 times - 3 marks<br>b) If between 3 to 4 times - 2 marks<br>b) If between 1 to 2 times - 1 mark  | 3             | 1) Copy of order issued  |
| INVOLVEMENT IN SOCIAL LIFE OF COMMUNITY        | Enrollment in schools (for schools where teacher posted for more than 3 months in past 5 years)           | For each school, if increase in enrollment is:<br>a) Less than 5% - 0 marks<br>b) 5% - 10% - 1 mark<br>c) 11%- 25% - 3 marks<br>d) More than 25% - 5 marks<br><br>Sum the marks given for each school   | 5             | 1) Official Enrollment record<br>2) Certificate from HOS attributing to the teacher's efforts  |
|  | Substantial participation (or activity in-charge) in: (1 Mark each for an activity conducted in 1 school) | a) Cultural Activities<br>b) NCC/NSS<br>c) Scouts & Guide<br>d) MDM<br>e) Eco Clubs<br>f) Vigyan Mela<br>g) Yoga/Sports<br>h) Disaster Management<br>i) Declamation /Debate/Mock parliament<br>j) Swachta<br>k) Cases caught of unfair means/cheating in examinations<br><br>Sum the marks received for each activity school  | 5             | 1) Certification from Head Of School   |
|  | Outstanding performance of students in co-curricular activities including sports at various levels        | a) Distt Level-2 marks for each award<br>b) State Level-3 marks for each award<br>c) National level-5 marks for each award  | 5             | 1) Copy of award/certificate<br>2) Photos  |

|   |   |  |     |   |
|---|---|--|-----|---|
| SPECIAL EFFORTS<br>TOWARDS<br>SCHOOL/<br>CHILDREN | Innovation in teaching/teaching aids  |  | 3   | 1) Certification from Head Of School<br>2) Photos of teaching aid |
|   | Teacher's own ward studied/is studying in Government School   | Class 1st to 5th - 2 marks<br>Class 1st to 8th - 3 marks<br>Class 6th to 8th - 3 marks<br>Class 6th to 10th - 4 marks<br>Class 1st to 10th - 4 marks<br>Class 6th to 12th - 5 marks<br>Class 1st to 12th- 5 marks  | 5   | 1) Certification from Head of School for the relevant time        |
|   | List of books authored (co-authored)/ articles published in newspaper/magazine/journal /periodical  | a) 1 Article - 1/3 mark<br>b) 1 Book having educational value - 3 marks  | 3   | In case of article:<br>1) Attach article                          |
|   | Any other extra ordinary contribution to school/students (eg. merit certificate/scholarship by HP Board of School Education or any other institute) | a) At School Level - 1 marks for each contribution<br>b) Block Level-2 marks for each award<br>c) Distt Level-3 marks for each award<br>d) State level-4 marks for each performance/award<br>e) National Level - 5 marks for each performance/award<br>(Maximum 8 marks are to be awarded under this head) | 8   | Photocopy of merit certificate or other concerned proofs          |
| BRIEF OF HARD/TRIBAL AREA SERVICES                | Service in Hard/Tribal Area (since appointed as a teacher)  | Less than 1 year - 0 marks<br>1 mark for each year service<br>(native of hard/tribal area should be atleast 15 km away from his/her home town )  | 5   | 1) Entries from service book attested by HoS                      |
| <b>TOTAL</b>                                      |   |  | 100 |   |

## **ANNEXURE 2 - STATE AWARD CRITERIA FOR HEADMASTER/PRINCIPAL**

| SECTION   | CRITERIA  | SCORING  | MAXIMUM MARKS                          | PROOF  |
|---|---|--|--|--|
| ACADEMIC EFFICIENCY AND DESIRE FOR IMPROVEMENT  | ACR   | Average of marks for past 5 years:<br>Excellent: 5<br>Very Good: 3<br>Good: 2<br>Average: 0  | 5                                      | 1) ACR will be provided by the concerned Department if not available than ACR of preceeding years to be considered |
|   | Quantitative Result ( last 5 years)   | a) For Principal: Average of the pass percentage of Board Classes (10th and 12th) in past 5 years multiplied by 0.25<br>b) For Headmaster: Average of the pass percentage of Board Classes in past 5 years multiplied by 0.25<br><br>(In case the HoS has served as a subject teacher in previous schools, marks of Board Class for the subject taught by teacher would be considered) | 25                                     | 1) Proof from recorded school register(verified by committee )   |
|   | Qualitative Result  | a) above 30% - 25 marks<br>b) 20% - 30% - 15 marks<br>c) 10% - 20% - 10 marks<br>d) 5% - 10% - 5 marks<br>e) less than 5% - 0 marks<br><br>Average of marks received for all 5 years<br><br>(In case the HoS has served as a subject teacher in previous schools, marks of Board Class for the subject taught by teacher would be considered)  | 25                                     |  |
| Enrollment in schools (for schools where teacher posted for more than 3 months in past 5 years) | For each school, if increase in enrollment is:<br>a) Less than 5% - 0 marks<br>b) 5% - 10% - 1 mark<br>c) 11% - 25% - 2 marks<br>d) More than 25% - 3 marks<br><br>Sum the marks given for each school          | 3  | 1) Enrollment proof from school record |  |
| INVOLVEMENT IN SOCIAL LIFE OF COMMUNITY   | School co-curricular activities: (1/2 Mark Each for an activity conducted in 1 school)  | a) Cultural Activities<br>b) NCC/NSS<br>c) Scouts & Guide<br>d) MDM<br>e) Eco Clubs<br>f) Vigyan Mela<br>g) Yoga/Sports<br>h) Disaster Management<br>i) Declamation /Debate/Mock parliament<br>j) Swachta<br><br>Sum the marks received for each school  | 5                                      | 1) Proof from school record<br>2) Photos   |
|   | Outstanding performance of students in co-curricular activities)  | a) District level -2 marks for each award<br>b) State level 3 marks for each award<br>c) National level - 5 marks for each award<br>(maximum 5 marks are to be awarded under this head)  | 5                                      | 1) Official record of Award<br>2) Photos   |
|   | Participation of the school as venue incharge in different activities during last 5 years   | a) Block level- 1 marks<br>b) District level- 2 marks<br>c) State level- 3 marks   | 3                                      | 1) Certificate /Copy of Order  |
| Teacher's own ward studied/is studying in Government School                                     | Teacher's own ward studied/is studying in Government School   | Class 1st to 5th -1 marks<br>Class 1st to 8th - 2 marks<br>Class 6th to 8th - 2 marks<br>Class 6th to 10th - 2 marks<br>Class 1st to 10th - 2 marks<br>Class 6th to 12th - 3 marks<br>Class 1st to 12th- 3 marks   | 3                                      | 1) Certification from Head of School for the relevant time   |
|   | Total money received and spent by the school in the past 5 years where the HoS served more than three months and till the end of an academic year<br><br>(only for schools where the teacher has served as HoS) | For each school, if:<br>1) None Pending - 2 marks<br>2) Upto 10% pending - 1 marks<br>3) More than 10% pending - 0 marks<br><br>Calculate sum of marks received for each school  | 2                                      | 1) Last page of Cashbook and Passbook<br>2) Photos (if available)  |

|   |   |   |    |  |
|---|---|---|----|--|
| SPECIAL EFFORTS<br>TOWARDS<br>SCHOOL/CHILDREN | Mobilization of quantifiable community resources (Donations/items/equipments) for physical development of school or other activity (other than with Govt Funds) | For each school, if the worth of donations/items/equipments received from community in a Financial Year is:<br>1) Upto Rs. 5000- 1 marks<br>2) Rs. 5,001 - Rs. 10000 - 2 marks<br>2) More than Rs. 10000 - 3 marks<br><br>Calculate sum of marks received for each school | 3  | 1) Proof from school record about donation received<br>2) Bill /Voucher as proofs for amount spent<br>3) Photos (if available) |
|   | List of books authored (co-authored)/ articles published in newspaper/magazine/journal/periodical   | a) For 3 articles- 1 mark<br>b) Any type of book having educational value – 3 mark  | 3  | In case of article:<br>1) Attach article   |
|   | Any other extra ordinary contribution to school/students (eg. merit certificate/scholarship by HP Board of School Education or any other institute )            | a) School/Block Level-1 marks for each award<br>b) Distt Level-2 marks for each award<br>c) State/National level-3 marks for each performance/award<br><br>(Maximum 3 marks are to be awarded under this head)  | 3  | 1) Proof   |
| BRIEF OF HARD/TRIBAL AREA SERVICES            | Service in Hard/Tribal Area (since appointed as a teacher)  | Less than 1 year - 0 marks<br>1 mark for each year service (native of hard/tribal area should be atleast 15 km away from his/her home town )  | 5  | 1) Entries from service book   |
| TOTAL   |   |   | 90 |  |

**For the teachers shortlisted by the Directorate, the next steps would be a surprise visit by the Education Department for**  
**(i) verification of data submitted in the Proforma**  
**(ii) Additional School Monitoring**

**ADDITIONAL INFORMATION TO BE MARKED ON:**

|   |   |   |  |
|---|---|---|--|
| Use of infrastructure facilities and their maintenance<br><br>(give 1 mark each for proper/regular utilization and maintenance) | <u>In case of GSSS/GHS/GMS observe the following:</u><br>1) Library<br>2) Science Laboratory<br>3) ICT Lab<br>4) Bio-Metric Machines/Audio-Visual Aid<br>5) Condemnation of old stock during last 5 years (proof from school record)<br>6) School Calendar of Activities  | 3 |  |
| Inspection of school infrastructure/operations (1 mark each)  | 1) Availability of Safe Drinking Water with facility of functional water purifier<br>2) Electricity and sufficient lighting arrangement in classrooms, corridors and toilets, etc<br>3) Proper and sufficient seating arrangement for students<br>4) Clean, functional and separate toilets<br>5) Clean and hygienic kitchen<br>6) Beautification of building/campus<br>7) Disaster Preparedness (e.g. fire extinguisher, safe building etc.) | 7 |  |

## **ANNEXURE 3 - STATE AWARD CRITERIA FOR DPE/PET**

| SECTION  | CRITERIA  | SCORING   | MAXIMUM MARKS                | PROOF  |
|--|---|---|------------------------------|--|
| REPUTATION IN LOCAL COMMUNITY                  | Awards/Commendation   | a) Recognition by society/SMC -2mark<br>b) Commendations by departmental officers-3mark<br>c) Other higher award (state) -5mark   | 5                            | 1) Certificate of Award/Commendation   |
| ACADEMIC EFFICIENCY AND DESIRE FOR IMPROVEMENT | ACR   | Average of marks for past 5 years:<br><br>Excellent: /outstanding 5<br>Very Good: 3<br>Good: 2<br>Average: 0  | 5                            | 1) ACR will be provided by the concerned Department if not available than ACR of preceeding years to be considered |
|  | Qualitative Result  | a) above 30% - 10 marks<br>b) 20% - 30% - 8 marks<br>c) 10%- 20% - 5 marks<br>d) 5% - 10% - 3 marks<br>e) less than 5% - 0 marks<br><br>Average of marks received for all 5 years   | 10 (calculated only for DPE) | 1) Proof from recorded school register(verify bysupervision team)  |
|  | Students Performance in tournaments   | For the position obtained in each event, the following marks will be given:<br><br>1) National Level Games (1st- 6 marks, 2nd-4 marks, 3rd- 3 marks, Participation - 2 marks) - <i>maximum 15</i><br>2) State Level Games (1st -4 marks, 2nd-3 marks, 3rd- 2 mark, Participation- 1 marks) - <i>maximum 10</i><br>3) District Level Games (1st - 2.5 marks, 2nd- 1.5 marks, 3rd- 1 mark, Participation - 0 mark) - <i>maximum 5</i> | 30                           | 1) Official Record for award winning/participation   |
|  | Number of indiscipline /decoram cases caught by the teacher   | If number of cases:<br>1) Less than 2 : 0 marks<br>2) Between 2 to 5 : 2 marks<br>3) Between 5 to 10 : 3 marks<br>4) More than 10 : 5 marks   | 5                            | 1) Official proof for indiscipline cases (notes/letters issued) OR<br>2) Certification from HoS                    |
|  | Morning Assembly  | Very Good: 5<br>Good: 3<br>Average: 2<br>Poor: 0  | 5                            | 1) Certification by Head Of School   |
| INVOLVEMENT IN SOCIAL LIFE OF COMMUNITY        | Substantial participation (or activity in-charge) in: (1 Mark Each for DPE and 2 mark each for PET; for an activity conducted in1 school) | a) Cultural Activities<br>b) Disaster Management<br>c) Declamation /Debate/Mock parliament<br>d) NSS/NNCC<br>e) Eco Clubs<br>f) Vigyan Mela<br>g) Swachta<br>h) Yoga<br>i) Scouts and Guide<br>j) Cases caught of unfair means/cheating in examinations<br><br>Sum the marks received for each school   | 5 for DPE, 10 for PET        | 1) Certification from Head Of School   |
|  | Outstanding performance of students (co-curricular activities- except sports)   | a) Distt Level-2 marks for each award<br>b) State Level-3 marks for each award<br>c) National level-5 marks for each award (Maximum 5 marks are to be awarded under this head)  | 5 for DPE, 10 for PET        | 1) Official Record for award winning/participation<br>2) Photos (if available)                                     |
|  | Teacher's own ward studied/is studying in Government School   | Class 1st to 5th -2 marks<br>Class 1st to 8th - 3 marks<br>Class 6th to 8th - 3 marks<br>Class 6th to 10th - 4 marks<br>Class 1st to 10th - 4 marks<br>Class 6th to 12th - 5 marks<br>Class 1st to 12th- 5 marks  | 5                            | 1) Certification from Head of School for the relevant time   |

|   |   |   |   |  |
|---|---|---|---|--|
| SPECIAL EFFORTS<br>TOWARDS<br>SCHOOL/CHILDREN   | Mobilization of quantifiable community resources for promoting sports activity in school or other activity (other than with Govt Funds) | Donations/items and equipments of sports received from community in a Financial Year in the past 5 years worth the following amount:<br>1) Upto Rs. 5000- 2 marks<br>2) Rs. 5,001 - Rs. 10000 - 3 marks<br>3) More than Rs. 10000 - 5 marks<br><br>Calculate sum of marks received for each school  | 5 | 1) Certification from Donors<br>2) Certificate from HOS attributing to the teacher's efforts |
|   | Any other extra ordinary contribution to school/students  | a) School Level - 1 mark for each contribution<br>b) Block Level-2 marks for each award<br>c) Distt Level-3 marks for each award<br>d) State level-4 marks for each performance/award<br>e) National Level - 5 marks for each performance/award (Maximum 5 marks are to be awarded under this head) | 5 | 1) Proof   |
| BRIEF OF<br>HARD/TRIBAL AREA<br>SERVICES  | Service in Hard/Tribal Area (since appointed as a teacher)  | Less than 1 year - 0 marks<br>1 mark for each year service (native of hard/tribal area should be atleast 15 km away from his/her home town )  | 5 | 1) Entries from service book   |
| 90  |   |   |   |  |
| <b>For the teachers shortlisted by the Directorate, the next steps would be a surprise visit by the Education Department for</b><br><b>(i) verification of data submitted in the Proforma</b><br><b>(ii) Additional School Monitoring</b> |   |   |   |  |

**ADDITIONAL INFORMATION TO BE MARKED ON:**

|  |  |  |   |  |
|--|--|--|---|--|
| Physical inspection /verification by committee | Conditions of equipments used during morning assembly (for example - mikes, bands, drums, flutes, etc) | Very Good - 5<br>Good - 3<br>Average - 2 | 5 | 1) Photos of these items within school campus taken in front of school main gate |
|  | Availability of serviceable sports items/equipments in school  |  | 5 | 1) Photos of these items within school campus taken in front of school main gate |