

**PROFORMA FOR RECOMMENDING A JBT/TGT/CG&V/PGT/LECTURER FOR STATE AWARD ( हिमाचल प्रदेश शिक्षक पुरस्कार प्रश्न - ज.बी.टी. / टी.जी.टी. / सी & वी / पी. जी. टी. / लेक्चरर )**

SN	HEAD	BASIC INFORMATION	ANSWER
	Details of recommender: The teacher can recommend himself/herself or can be recommended by his/her Head of School or Block/District Officer		
	(नामांकन करने वाले की जानकारी: शिक्षक स्वयं खुद को नामांकित कर सकते हैं, अथवा उनका नामांकन उनके स्कूल, अथवा खंड या जिला अधिकारी द्वारा किया जा सकता है)		
1	Name of Recommender		PASTE PASSPORT SIZE PHOTO HERE (Also attach 2 attested photos with the form/फार्म के साथ 2 सत्यापित फोटो भी लगाएं)
2	PMS Code of Recommender (यदि आपको PMS कोड नहीं पता तो अपने Establishment ऑफिस पर संपर्क करें)		
3	Designation of Recommender		
4	Office Address of Recommender		
	Pin Code		
5	Email Id Of Recommender		
6	Mobile Number of Recommender		
	Details of teacher being recommended (नामांकित होने वाले शिक्षक की जानकारी):		
7	Name of Teacher		
8	PMS Code of Recommender (यदि आपको PMS कोड नहीं पता तो अपने Establishment ऑफिस पर संपर्क करें)		
9	Date Of Birth		
10	Date of Appointment as teacher		
11	Designation		
12	Email Id		
13	Mobile Number		
14	Present Address		
	Pin Code		
15	Permanent Address, if different		
	Pin Code		
16	School Landline Number		

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17

List the schools where the teacher has taught for more than 3 months in the past 5 years (उन विद्यालयों की सूची जहाँ शिक्षक ने पिछले 5 वर्षों में 3 महीने से अधिक समय पढ़ाया हो)

टिप्पणियाँ: सबसे पहले उस विद्यालय का नाम लिखें जहाँ उन्होंने हाल में पढ़ाया और आखिर में उस विद्यालय में जहाँ उन्होंने बीते दिनों में पढ़ाया :

SCHOOL	SCHOOL UDISE	SCHOOL NAME	START DATE (DD/MM/YYYY)	END DATE (DD/MM/YYYY)	DESIGNATION	PROOF TO BE SUBMITTED
SCHOOL 1						Entries from Servicebook attested by Head Of School/BEO (स्कूल हेड/बी.इ.इ.ओ.द्वारा सत्यापित servicebook प्रतिष्ठान)
SCHOOL 2						
SCHOOL 3						
SCHOOL 4						
SCHOOL 5						
SCHOOL 6						
SCHOOL 7						
SCHOOL 8						
SCHOOL 9						
SCHOOL 10						

REPUTATION IN DEPARTMENT/COMMUNITY

Awards/Commendations received by teacher (शिक्षक को प्राप्त पुरस्कार / प्रशंसापत्र):

18

अधिकतम 3 पुरस्कार / प्रशंसियों के बारे में लिखें

SN	RECOGNITION BY	RECOGNITION FOR	PROOF TO BE SUBMITTED
	Choose among the following options: a) Departmental Officers /HOD b) Other State Awards c) Other National Awards		
1			Certificate of Award/ Commendation (पुरस्कार प्रमाणपत्र / प्रशंसीपत्र )
2			
3			

## ACADEMIC EFFICIENCY AND DESIRE FOR IMPROVEMENT (शैक्षणिक दक्षता तथा गुणवत्तापूर्ण शिक्षा सुधार हेतु इच्छा)

19 In case of Board Classes Taught: Write the teacher's subject result for the Highest Board Class taught (अगर शिक्षक ने किसी बोर्ड कक्षा पढ़ाया हो तो: शिक्षक द्वारा पढ़ायी गयी उच्चतम बोर्ड कक्षा के विषय परिणाम लिखें)

अगर शिक्षक ने एक शैक्षणिक वर्ष में 1 से ज्यादा स्कूल में 3 महीने से ज्यादा वक़्त के लिए पढ़ाया हो तो सारे विद्यालयों के परिणाम का निकालें.

YEAR	Average Pass Percentage of Board Classes Taught	Percentage of Students with Distinction	PROOF TO BE SUBMITTED
2017-18			Result record certified by Head Of School (स्कूल हेड द्वारा सत्यापित संबंधित परीक्षाफल रिकॉर्ड)
2016-17			
2015-16			
2014-15			
2013-14			

20 In case no Board Classes taught: Write the teacher's subject result for the Highest Class taught (अगर शिक्षक ने कोई बोर्ड कक्षा नहीं पढ़ाई हो तो: शिक्षक द्वारा पढ़ायी गयी उच्चतम कक्षा के विषय परिणाम लिखें)

अगर शिक्षक ने एक शैक्षणिक वर्ष में 1 से ज्यादा स्कूल में 3 महीने से ज्यादा वक़्त के लिए पढ़ाया हो तो सारे विद्यालयों के परिणाम का औसत निकालें

YEAR	Percentage of Students in Grade A	Percentage of Students in Grade B	Percentage of Students in Grade C	PROOF TO BE SUBMITTED
				Result record certified by Head Of School (स्कूल हेड द्वारा सत्यापित संबंधित परीक्षाफल रिकॉर्ड)

21 Details of teacher's service as a resource person in last 5 years (पिछले 5 सालों में शिक्षक की विशेषज्ञ संबंधित सेवा जानकारी दें)

Served as resource person?	Answer the following only for the school where the teacher has served as resource person (केवल उन्हीं स्कूल के लिए उत्तर दें, जहां शिक्षक ने रिसोर्स पर्सन रूप में सेवा दी है)	Proof to be submitted

Choose among following options:

- a) Yes  
b) No

How many times?

Details (in max 50 words)

Copy of order issued  
(संबंधित आदेश की प्रतिलिपि)

**INVOLVEMENT IN SOCIAL LIFE OF COMMUNITY (सामाजिक जीवन में भागीदारी तथा भूमिका)**

22

For all the schools mentioned at Sr. No. 17, steps taken by teacher to increase school enrollment (सीरियल सं. 17 के जवाब में लिखें गए विद्यालयों में शिक्षक द्वारा छात्र-नामांकन बढ़ाने हेतु कार्यों की जानकारी दें):

SCHOOL	Increased School Enrollment?	Answer the following only for the school where the teacher has worked to increase school enrollment (केवल उन्ही स्कूल के लिए उत्तर दें, जहां शिक्षक ने छात्र-नामांकन बढ़ाने के लिए काम किया है)	Steps Undertaken to increase enrollment (in max 50 words)	Proof to be submitted
SCHOOL 1	Choose among following options: a) Yes b) No			1) Official Enrollment record (आधिकारिक नामांकन रिकॉर्ड) 2) Certificate from HOS attributing to the teacher's efforts (स्कूल हेड द्वारा सत्यापित शिक्षक के संबंधित कार्यों का विवरण)
SCHOOL 2				
SCHOOL 3				
SCHOOL 4				
SCHOOL 5				
SCHOOL 6				
SCHOOL 7				
SCHOOL 8				
SCHOOL 9				
SCHOOL 10				

23

For all the schools mentioned at Sr. No. 17, substantial responsibility (or been activity incharge) taken by teacher of any co-curricular/other activity (सीरियल सं. 17 के जवाब में लिखें गए विद्यालयों में पाठ्य-क्रम संबंधित गतिविधि / अन्य गतिविधि की शिक्षक द्वारा ली गयी जिम्मेदारी का विवरण):

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*[Signature]*

SCHOOL	Responsibility in any co-curricular activity?	Answer the following only for the school where the teacher has taken substantial responsibility of any co-curricular activity (केवल उन्ही स्कूल के लिए उत्तर दें, जहाँ शिक्षक ने पाठ्य-क्रम संबंधित गतिविधि / अन्य गतिविधि की जिम्मेदारी ली है)					Proof to be submitted
		Name of activity /activities	No. of prizes won at District Level	No. of prizes won at State Level	No. of prizes won at National Level	No. of prizes won at National Level	
SCHOOL 1	Choose among following options: a) Yes b) No						1) Certification from Head of School about the teacher's responsibility ( विद्यालय के हेड द्वारा सत्यापित शिक्षक की जिम्मेदारियों का विवरण) 2) Copy of award/certificate (पुरस्कार / प्रमाणपत्र की प्रतिलिपि) 3) Photos (तस्वीरें)
SCHOOL 2							
SCHOOL 3							
SCHOOL 4							
SCHOOL 5							
SCHOOL 6							
SCHOOL 7							
SCHOOL 8							
SCHOOL 9							
SCHOOL 10							

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For all the schools mentioned at Sr. No. 17, outstanding performance of students in co-curricular / other activities at different levels :

SCHOOL	Co-curricular activities	No. of prizes won at Block Level	No. of prizes won at District Level	No. of prizes won at State Level	No. of prizes won at National Level	Steps Undertaken (in max 50 words)	Proof to be submitted
SCHOOL 1							
SCHOOL 2							

SCHOOL 3									
SCHOOL 4									
SCHOOL 5									
SCHOOL 6									
SCHOOL 7									
SCHOOL 8									
SCHOOL 9									
SCHOOL 10									

**SPECIAL EFFORTS TOWARDS SCHOOL / CHILDREN (स्कूल / बच्चों के प्रति विशेष प्रयास)**

25 For all the schools mentioned at Sr. No. 17, innovation in teaching methods/teaching aids undertaken by teacher (सीरियल सं. 17 के जवाब में लिखे गए विद्यालयों में शिक्षक द्वारा किए गए शिक्षण / शिक्षण सहायता में नवाचार का विवरण):

SCHOOL	Innovation in teaching / teaching aid	Answer the following only for the school where the teacher has undertaken any innovation in teaching/teaching aid (केवल उत्ती स्कूल के लिए उत्तर दें, जहां शिक्षक ने शिक्षण / शिक्षण सहायता में नवाचार किया है)	Details of intervention (in 50 words)	PROOF TO BE SUBMITTED
SCHOOL 1	Choose among following options: a) Yes b) No			1) Certification from Head of School (विद्यालय के हेड द्वारा सत्यापित प्रमाणपत्र) 2) Photos (तस्वीरें) - if available
SCHOOL 2				
SCHOOL 3				
SCHOOL 4				
SCHOOL 5				
SCHOOL 6				
SCHOOL 7				
SCHOOL 8				
SCHOOL 9				

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SCHOOL 10

Details of teacher's own ward studying/studied in Government School (सरकारी विद्यालय में पढ़ने वाले शिक्षक के खुद के बच्चों का विवरण):

Teachers ward in Govt School	Answer the following only if the teacher's ward studied in govt. school ( अगर शिक्षक के बच्चे सरकारी विद्यालय में पढ़े हों, तभी उत्तर दें )	PROOF TO BE SUBMITTED
Choose among following options: a) Yes b) No	SCHOOL UDISE (of school where studied/studying)	Certification from Head Of School (विद्यालय के मुखिया द्वारा सत्यापित प्रमाणपत्र )
	CLASSES STUDIED/STUDYING (Options: Class 1st to 5th/ Class 6th to 8th/ Class 9th to 10th/ Class 11th to 12th	

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List of books authored (or co-authored)/articles (published in newspaper/magazine/journal/periodical) by the teacher (शिक्षक द्वारा लिखित (सह-रचित) पुस्तकों / लेखों की सूची जिनका अखबारों / सामयिक पत्रिकाओं में प्रकाशन हुआ हो):

अधिकतम 5

SN	Year Published	Publisher	Type	Topic	Proof to be Submitted
			Choose among following options: a) Article b) Book		In case of article: Attach article (यदि निबंध / लेख प्रकाशित हो तो निबंध / लेख की प्रतिलिपि)
1					In case of a book: submit a copy of book
2					
3					
4					

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28

For all schools mentioned at Sr. No. 17, extra ordinary contribution by teacher towards school/students (सीरियल सं. 17 के जवाब में लिखे गए विद्यालयों में शिक्षक के विद्यालय / छात्रों के लिये विशेष योगदान)

उदाहरणार्थ : प्राशिक्षित बच्चों को हिमाचल बोर्ड या अन्य किसी संस्था से प्राप्त कोई Merit Certificate, छात्रवृत्ति इत्यादि:

SCHOOL	Any other extra ordinary contribution? Choose among following options a) Yes b) No	Answer the following only for the school where the teacher has undertaken any other extra ordinary contribution (केवल उन्ही स्कूल के लिए उत्तर दें, जहां शिक्षक ने विशेष योगदान दिया है)	Level of Performance (Options - School, Block, District, State, National)	Details of work done(in max 50 words)	Proof to be submitted
SCHOOL 1					1) Photocopy of merit certificate or other concerned proofs (Merit Certificate, छात्रवृत्ति इत्यादि अन्य संबंधित प्रमाणपत्र)
SCHOOL 2					
SCHOOL 3					
SCHOOL 4					
SCHOOL 5					
SCHOOL 6					
SCHOOL 7					
SCHOOL 8					
SCHOOL 9					
SCHOOL 10					

**BRIEF OF HARD/TRIBAL AREA SERVICES (कठिन इलाकों / आदिवासी क्षेत्र में सेवा कार्य)**

29

Service in Hard/Tribal Area since appointed as a teacher (कठिन इलाके / आदिवासी क्षेत्र में सेवा कार्य जहाँ पर शिक्षक ने नियुक्ति के बाद कभी भी पढ़ाया ही):  
कठिन इलाके / आदिवासी क्षेत्र के निवासी का अपने गृह/नगर से कम से कम 10 km की दूरी पर कार्यरत होना अनिवार्य है



## STATE AWARD CRITERIA FOR JBT/C&V (excluding PET)/TG/LECT/PGT

SECTION	CRITERIA	SCORING	MAXIMUM MARKS	PROOFS TO BE SUBMITTED
REPUTATION IN LOCAL COMMUNITY	Awards/Commendation  ACR	a) Commendations by HOD - 1 Mark higher state award - 2 Marks higher national award - 3 marks Average of marks for past 5 years: Excellent/Outstanding: 5 Very Good: 3 Good: 2 Average: 0	3	1) Certificate of Award / Commendation  ACR (Information to be sought from respective departments, if ACR not available then ACRs of preceding years to be considered)
		b) Other c) Other (Maximum 3 Marks)		
ACADEMIC EFFICIENCY AND DESIRE FOR IMPROVEMENT	Qualitative Result (for all schools where the teacher served for more than 3 months in the last 5 years)	a) In case Board Class / Classes Taught: Average of the pass percentage for the subject taught in a Board Class / Classes by the teacher multiplied by 0.25  b) In case no Board Class Taught: Average of percentage of students in Grade A to C received in the subject taught to the highest class by the teacher in the last 5 years multiplied by 0.25  Average of percentage of distinctions received in classes (in case of CCE as No. of students in Grade A) for the schools served in the past 5 years:  a) above 30% - 25 marks b) 20% - 30% - 15 marks c) 10% - 20% - 10 marks d) 5% - 10% - 5 marks e) less than 5% - 0 marks  * Grade A is between 80 to 100 marks	25	1) Result record certified by Head of School (Verified by Committee)
		Served as a resource person during last five years in different fields		
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:  a) 5% - 10% - 3 marks b) 11% - 25% - 5 marks c) More than 25% - 8 marks	8	1) Official Enrollment record 2) Certificate from HOS attributing to the teacher's efforts
		For each school, if increase in enrollment is:  a) Cultural Activities b) NCC/NSS c) Scouts & Guide d) MDM e) Eco Clubs f) Vigyan MeLa g) Yoga/Sports h) Disaster Management i) Declaration /Debate/Mock parliament j) Swachh k) Cases caught of unfair means/cheating in examinations		

1) Certification from Head Of School

SPECIAL EFFORTS TOWARDS SCHOOL/CHILDREN	Outstanding performance of students in co-curricular activities including sports at various levels	a) Dist Level-2 marks for each award ✓ b) State Level-3 marks for each award c) National level-5 marks for each award	5	1) Copy of award/certificate 2) Photos
	Innovation in teaching/teaching aids	✓	3	1) Certification from Head Of School 2) Photos of teaching aid
	Teacher's own ward studied/reading in Government School	Class 1st to 5th - 5 marks Class 6th to 8th - 4 marks Class 9th to 10th - 3 marks Class 11th to 12th - 2 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) For 3 articles having educational value - 1 mark b) Any type of book having educational value - 3 marks	3	In case of article: 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 mark for each contribution b) Block Level-2 marks for each award c) Dist Level-3 marks for each award d) State level-4 marks for each performance/award e) National Level - 5 marks for each performance/award (Maximum 5 marks are to be awarded under this head)	5	Photocopy of merit certificate or other concerned proofs
BRIEF OF HARD /TRIBAL AREA SERVICES	Service in Hard/Tribal Area (since appointed as a teacher)	1 mark for each year service in hard/tribal area (native of hard/tribal area should be atleast 10km away from his/her home town)	5	1) Entries from service book attested by HOS
<b>TOTAL</b>			<b>100</b>	

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~~Signature~~