

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: WELFARE BRANCH  
OLD SECRETARIAT: DELHI - 110054**

No.F.DE.23 (35)/State Award/Wel. /2010/ 340-391 Dated: 19/7/10

**STATE TEACHERS' AWARD - 2010**

The State Teachers' Award were instituted with the objective of raising the prestige of Teachers and giving public recognition for the meritorious services of outstanding teachers working in Govt./Govt. Aided/Recognized unaided/MCD/NDMC/Delhi Cantonment Board Schools. There are 59 awards for teachers and one award for librarian. Each award carries with it a certificate of merit, a silver medal, cash award money of Rs.10000/- and a Shawl (Dushala). These awards are given away on 5<sup>th</sup> September every year to commemorate the Birthday of Dr. S. Radha Krishnan, Hon'ble Former President of India and a great teacher.

• **ELIGIBILITY CRITERIA**

- Teachers of Primary, Middle, Secondary & Senior Secondary Schools of GNCT of Delhi/Govt. Aided/Recognized Unaided/MCD/NDMC/Delhi Cantonment Board, who have put in at least 15 years of continuous service as teacher upto 31<sup>st</sup> March, 2010 including at least 5 years service in the Educational Institution in Delhi are eligible for the award.
- Teachers whose names were recommended last year or before, but did not get the award can be nominated again if they are still eligible and recommended by the District Committee.
- Education Administrators are not eligible for this award. However, Principal/Vice Principal are eligible.
- Retired teachers, who have worked upto 31<sup>st</sup> March 2010, are also eligible for the award.

• **SELECTION PROCEDURE**

Main consideration that should guide the selection of teachers at various levels: -

1. His/Her academic efficiency and desire for its improvement.
2. Reputation of the teacher in the Society.
3. His/Her genuine interest and love for children.
4. His/Her involvement for the improvement of social life of the community.

The applications in r/o teachers and librarians will be recommended by Head of Schools. The application of Principals & Vice-Principals will be recommended by concerned Education Officer and these recommendations will be submitted to District DDEs at District Level. Each DDE will constitute a committee to evaluate and scrutinize the applications according to the marking scheme (will be provided later on) alongwith the recommendations of concerned Regional Director and the same will be sent to DDE (Welfare) alongwith the evaluation sheet provided. The constitution of the District Level committee is as under:-

D.D.E. of the District	Chairperson
E.O. of the District concerned	Member
E.O. of the District concerned	Member

The Director of M.C.D, N.D M.C & C.E.O. of Delhi Cantonment Board will send their files directly to the concerned office of the Deputy Director of Education, Govt. of NCT of Delhi.

The State Level Committee constituted by the Director of Education at the Head Quarter Level shall recommend the names for final selection.

**Note:-**

- ❖ Last date of submission of applications to District DDEs is 02.09.2010.
- ❖ Last date of sending applications to D.D.E. (Welfare) is 09.08.2010.
- ❖ An awardee teacher is not entitled to extension of service under Rule 110 of D.S.E.A. 1973.
- ❖ The Reporting Officer should ensure that all columns of the proforma are duly filled in, and the information provided is authentic. All supporting documents should be attested by a Gazetted Officer.

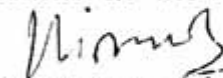


(DR. SUNITA SHUKLA KAUSHIK)  
ADDL. D.E. (SCHOOLS)

**Encl: (Proforma for Teacher & Librarian)**

No.F.DE.23 (35)/State Award/Wel. /2010/340-34) Dated: 19/7/10  
Copy to: -

1. All RDEs/DDEs/EOs.
2. All H.O.S. of Govt., Govt. Aided, Recognized Unaided Schools.
3. Director Education, M.C.D, Kashmere Gate, Delhi.
4. Director Education, N.D.M.C, Palika Kendra, New Delhi.
5. Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt; Delhi.
6. P.S. to Secretary Education for information.
7. P.S. to Director Education for information.
8. P.A. to Addl. D.E. (Admn.) for information.
9. P.A. to Addl. D.E. (Schools) for information.
10. O.S. (I.T), Computer Cell to kindly post on the website of the Department of the above said letter alongwith proformas at the earliest.

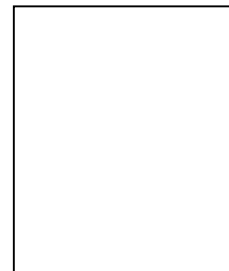
  
(KISHAN LAL)  
A.D.E. (WELFARE)

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: WELFARE BRANCH  
OLD SECRETARIAT, DELHI**

**STATE TEACHERS AWARD - 2010**

**PROFORMA FOR TEACHER**

**Note: ENCLOSE A PASSPORT SIZE PHOTOGRAPH  
DULY ATTESTED ON THE BACK SIDE BY A  
GAZETTED OFFICER IN A SEPARATE  
ENVELOPE. THIS PHOTOGRAPH SHOULD  
NOT BE DEFACED.**



Application in case of teachers to be checked, verified and graded by the Head of the School, application of Principal/Vice- Principal to be checked, verified and graded by an Education Officer. The information filled in should be verified from teacher's diary, Inspection Reports, Examination results of the school and the service book. Applications are to be recommended by Regional Director through concerned District Deputy Director of Education before submitting to the Welfare Branch. Please note that the applicants must supply documentary evidence in support of entries made in this Proforma.

**Name of Teacher (in Block Letters):**

**Employee Code:**

**Designation:**

**Sex:**

**Complete Address of the School:**

**School Code No.**

**Telephone No.**

**Date of Birth:**

**Date of Initial Appointment:**

- 1. Particulars of Experience (At least fifteen years regular teaching experience).**

<b>Name of the School</b>	<b>Primary/Middle/Secondary/Sr. Secondary</b>	<b>Duration of Service with date, month &amp; year</b>	<b>Total period</b>	<b>Designation</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

2. **Total Experience:**
3. **Date of superannuation:**
4. **Educational qualifications:**
  - a. **At the time of joining:**
  - b. **At Present:**

5. **Results (Before Compartment):**

**A: (For HOS/Principal) result of both Class-X & XII to be given separately. For PGTs result of Class-XII, For TGTs result of Class-X and for teachers who are not teaching Class-X & XII the result of the highest class being taught by them is to be given).**

**B: In the case of Vice-Principal, whether working as HOS Yes/No**

**RESULT OF CLASS-X BEFORE COMPARTMENT OR THE HIGHEST CLASS TAUGHT AS PER 5(A) ABOVE.**

Year	Class	Subject	Total Students Appeared	No. of Students Passed	%
2006					
2007					
2008					
2009					
2010					

**RESULT OF CLASS-XII BEFORE COMPARTMENT OR THE HIGHEST CLASS TAUGHT AS PER 5(A) ABOVE.**

Year	Class	Subject	Total Students Appeared	No. of Students Passed	%
2006					
2007					
2008					
2009					
2010					

**6. Particulars of students securing 100% marks in a subject during last 5 years in Class-X & XII / 90 % & above in subjects – English & Maths in Class –X and Physics, Chemistry, Biology, Mathematics, English & Economics in Class –XII.**

Year	Roll No.	Name of the Students	Class	Subject	Marks & %

**7(a) Particulars of 100 % / A-1 results secured by the teacher in Board's Exams during last 5 years / 90% & above in subjects - English & Maths in class-X and Physics, Chemistry, Biology, Mathematics, English & Economics in class-XII.**

Year	Class	Subject
2006		
2007		
2008		
2009		
2010		

**(b) Improvement of result during the last 3 years (with the base year 2007).**

Year	Class X or the highest class taught	Class XII or the highest class taught
2007		
2008		
2009		
2010		

**8 No. of distinctions (75% or more marks) in class XII in a \ subject/subjects and above Grade A2 in class X in Annual Exam. – 2010".**

Class XII or the highest class taught. Class X or the highest class taught.	No. of Students Appeared	No. of Students Passed	No of Distinctions/ Grade A2 & above (attach documentary evidence).

- 9. Participation of students in co-curricular activities during last three years by personal efforts of the teacher.**

<b>Sl.No.</b>	<b>Level</b>
<b>1.</b>	<b>Zonal</b>
<b>2.</b>	<b>District</b>
<b>3.</b>	<b>Regional</b>
<b>4.</b>	<b>State</b>
<b>5.</b>	<b>National</b>

**(In case of participation of student/s in more than one activity, credit would be given only for one activity which would be of the highest level).**

- 10. Participation of the teacher in Cultural & Co-curricular activities during the academic session 2009-10.**

<b>Sl.No.</b>	<b>Level</b>
<b>1.</b>	<b>Zonal</b>
<b>2.</b>	<b>District</b>
<b>3.</b>	<b>State</b>

**(Documentary proof of participation of teacher should be given by HOS).**

- 11. Achievement in community work (based on documentary evidence). (Any four activities).**

- a. Health: School Health Scheme, Polio, AIDS, T.B., First Aid. (Certificates).**
- b. Environment: Eco-club Activities, Gardening, (documentary proof).**
- c. National Integration: Scout, Guides, NSS, Yuva Club, Tours and Camps or Collection for National Calamities.**
- d. School Magazine (Member of Editorial Board or any written contributions).**
- e. Annual Function. Active participation in any cultural activity that has been performed during the function.**
- f. Any other Charge (MDM, PTA, PWF, Examination, Welfare Schemes).**
- g. Innovative steps undertaken for maintenance of building/infrastructure, teacher in charge of VKS.**

**12. Particulars of Professional growth:**

**Published works in a Journal of repute/particulars of Conferences/Work Shop/Seminars other than in service training attended.**

**13. Technical & innovative teaching aids used with documentary proof.**

**14. Subject related Power Point Presentation in case of teacher. Power Point Presentation in r/o School Activities, in case of HOS. (Print out & CD required).**

**Recommendations of the Head of School with rubber-stamp in case of Teacher/Vice-Principal.**

**Recommendations of the DEO/EO with rubber-stamp in case of Head of School.**

**Recommendations of the DDE with specific remarks.**

**I recommend the name of Sh./Smt./Km. \_\_\_\_\_ for State Award – 2010. It is certified that the teacher recommended has an absolutely clean record of service and faultless antecedents and that no enquiries or legal/criminal/vigilance proceedings of any kind departmental or otherwise are pending against him/her.**

**Deputy Director of Education (District)  
With Rubber Stamp**

**Recommendations of the Regional Director of Education.**

**Regional Director of Education  
With Rubber Stamp**

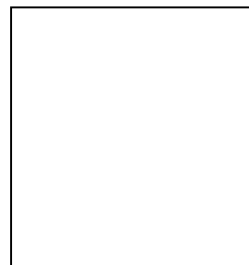
**Note: - Application should be completed in all respects. Incomplete application will not be entertained.**



**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: WELFARE BRANCH  
OLD SECRETARIAT, DELHI**

**PROFORMA FOR LIBRARIAN - 2010**

**Note: ENCLOSE A PASSPORT SIZE PHOTOGRAPH  
DULY ATTESTED ON THE BACK SIDE BY A  
GAZETTED OFFICER IN A SEPARATE  
ENVELOPE. THIS PHOTOGRAPH SHOULD  
NOT BE DEFACED.**



**Application in case of Librarian to be filled by Head of the School. Applications are to be recommended by Regional Director of Education through Deputy Director of Education before submitting to the Welfare Branch.**

**Please note that the applicants must supply documentary evidence in support of entries made in this Proforma.**

**Name of the Librarian (in Block Letters):**

**Employee Code:**

**Complete Address of the School:**

**Designation:**

**Sex:**

**School Code:**

**Telephone No.**

**Date of Birth:**

**Date of Initial Appointment:**

**Particulars of Experience:**

<b>Name of the School</b>	<b>Duration of service with Date, month &amp; year</b>	<b>Total Period</b>

1. **Total Experience:**
2. **Date of Superannuation:**
3. **Educational Qualifications:**
  - a. **At the time of Joining:**
  - b. **At Present:**
4. **Particulars of In-service Training from 01.04.2005 to 31.03.2010:**
  - i.
  - ii.
  - iii.
  - iv.
  - v.
5. **Total enrolment of the School:**
6. **Total No. of teachers in the school:**
7. **No. of books issued during last five years through issue register and library module with documentary proof.**  
  
2005-06  
  
2006-07  
  
2007-08  
  
2008-09  
  
2009-10
8. **Name of Newspapers subscribed:**
9. **Name of magazines subscribed:**
  - A: **Weekly**
  - B: **Fortnightly**
  - C: **Monthly**
10. **No. of Sections of the School:**
11. **Details of Books issued through Library Module in session 2009-0 (Class-wise).**
12. **Timings when the library is open for teachers & students:**

**13. Whether All the books are uploaded on the Library Module:**

**14. Work done for the improvement of Reading Room:**

**15. How are books classified?**

**16. How are books and new arrivals displayed?**

**17. Particulars of condemnation of books and library furniture**

**during last five years:**

<b>Year</b>	<b>Articles condemned worth Rs.</b>
<b>2005-06</b>	
<b>2006-07</b>	
<b>2007-08</b>	
<b>2008-09</b>	
<b>2009-10</b>	

**18 Has the school arranged for free/subsidized Newspapers for Students?**

**19 Shelving of books (whether Open Access or Closed Access).**

**20 Maintenance of Reference section:**

**21 (a) Activities undertaken for cultivating interest in reading among students. (With Documentary proof).**

**(b) Ensuring the attendance of students in library period.**

**22. Maintenance of stocks of “free supply of books”.**

**23. Formation of Readers’ club in any form.**

**24. Enrichment of library Resources through NGO or any other Organization.**

**25. Participation in different School Activities like quiz, Science Fair, Cultural Programs, Yuva etc.**

**26. Participation in Book Fair.**

**27. Role in Career guidance.**

**28. Does the Librarian maintain a bulletin board in the school (outside the Library) to display important informations/notices/News.**

**29. Particulars of professional growth (in the field of library):**

**Published/research work.**

**Particulars of Conferences/Work Shop/Seminars other than In-service training attended.**

**Recommendations of the Head of School with rubber stamp.**

**Recommendations of the DEO/EO with rubber stamp.**

**Recommendations of Deputy Director Education (District Concerned).**

**I recommend the name of Sh./Smt./Km./ \_\_\_\_\_  
for State Award - 2010 and it is certified that no vigilance case is pending/contemplated against the above named librarian in the Department. The above information is true to the best of my knowledge & belief.**

**Deputy Director of Education (District)  
With Rubber Stamp**

**Special recommendations of Regional Director of Education (Concerned).**

**Regional Director of Education  
With Rubber Stamp**

**Note: - Application should be completed in all respect.  
Incomplete application will not be entertained.**