

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: AWARDS BRANCH  
PATRACHAR VIDYALAYA, TIMARPUR: DELHI**

No.F.DE.23 (68)/State Award/Awards /2022/218-227

Date: 12/08/2022

**CIRCULAR**

**STATE TEACHERS' AWARD – 2022**

A great teacher and philosopher Dr. Radha Krishnan's (former President of India) birthday is celebrated as Teachers' Day every year on 5<sup>th</sup> September. It would be a proud privilege to salute & honour the teachers for their dedication and remarkable work who break down the barriers to reach into the souls of the students with love, devotion and care.

The teachers working in Govt. / Govt. Aided / Recognized Unaided Private /MCD/NDMC/Delhi Cantonment Board (DCB) Schools are eligible to apply. The selected teachers are **rewarded with a cash award of Rs. 25000/-, A Citation, A Silver Medal and A Shawl. There are 118 awards for HOSSs, Teachers, Librarian, Sports Teachers and teachers working in some of the branches at HQ Level.**

**REVISED GUIDELINES FOR STATE TEACHERS' AWARD-2022**

- All the Teachers of Primary, Middle, Secondary & Senior Secondary Schools of GNCT of Delhi/DOE/DOE Aided/DOE Un-Aided/MCD/MCD Aided/MCD Un-Aided/NDMC/NDMC Aided/NDMC Un-Aided/DCB schools who have completed at least 03 years of service as teacher by 31<sup>st</sup> March, 2022.
- The teachers who have already got State Teachers' Award are not eligible.

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- For Govt. and Govt. Aided Schools, the Heads of Schools who have got Excellence in Education Award in any category, can apply for State Teachers' Award only after a gap of three years.
  - Educational Administrators are not eligible for this award. However, Principals/Vice Principals are eligible.
  - The teachers, Vice Principals or Principals who have retired on or after 31<sup>st</sup> March 2022 (full academic session i.e. 2021-22 are eligible).

### **PROCEDURE FOR APPLICATION**

- (a) Heads of Schools and Teachers themselves shall apply directly by filling the application form online on the official website of Directorate of Education.
- (b) All the online applications for State Teachers' Award-2022 will be submitted in the respective category of school, namely:-

**(i) Big Schools** having Students' Enrolment: **Above 2,500 Students**

**(ii) Medium Schools** having Students' Enrolment: **From 1,000 to 2,500 Students.**

**(iii) Small Schools** having Students' Enrolment: **Below 1,000 Students.**

- (c) Every applicant shall submit a portfolio, online along with the Entry Form. The portfolio shall include relevant supporting material such as documents, tools, reports of activities, field visits or photographs etc.
- (d) Undertaking by the applicant: Each applicant shall give an undertaking that all the information/data submitted is true to the best of his/her knowledge and if anything is found at any later date to be untrue then he/she will be liable to disciplinary action.
- (e) The applications in r/o Teachers and Librarians will be duly verified and forwarded to the District Level Committee by the Heads of the Schools online after the submission by the applicant.
- (f) The applications in r/o HOSs will be verified by the DDE (Zone).

**DISTRICT LEVEL COMMITTEE FOR SELECTION OF STATE TEACHERS'**  
**AWARD-2022**

First level scrutiny will be done by District Level Committee headed by the DDE (District).

(a) D.D.E. of the District	Chairperson
(b) D.D.E (Zones) of the District Concerned	Members
(c) D.D.E. or Equivalent officer of concerned MCD/NDMC/DCB	Member
(d) Principal/Senior Lecturer of the concerned DIET/SCERT	Member
(e) State Awardee (Principal/ Teacher of Govt./ Private school who has received State Award In the last 3 years)	Member
(f) SMC Member (to be nominated by the RTE Branch)	Member

**FUNCTIONS TO BE PERFORMED BY DISTRICT LEVEL COMMITTEE**

The above committee at District Level will award marks on the basis of Rubric/ Marking Scheme provided, solely on the basis of availability of documentary evidences and its veracity.

While forwarding the duly evaluated applications, the District Level Committee should ensure that a minimum of 60% and above marks/ 75% and above for RPVV, SOE (School of Excellence) and SOSE (School of Specialized Excellence) has been scored by the applicant.

After awarding marks, the District Level Committee (DLC) will forward online the application to the Awards Branch, Head Quarter.

DDE (District) will forward only those cases which are clear from Vigilance angle.

In case of Principal and Vice Principal, the District DDEs must furnish the Vigilance Clearance report of GOC (H.Q.) and DOV along with District Vigilance Report, issued only for the purpose of State Teachers' Award – 2021.

In case of Teachers/Principals/Vice Principals of Govt. Aided /Recognized Un-aided Private Schools, the vigilance clearance certificate will be furnished by the Chairman/Manager of the school.

The *pro formas* for Heads of Schools, Teachers (including all categories i.e., PGTs, TGTs, Assistant Teachers, Nursery Teachers, Teachers of Miscellaneous Category) and Librarian are online. However, the evaluation of *pro formas* for HoSs and teachers will be online. The *pro forma* of the Librarian will be evaluated offline.

The *pro formas* for remaining categories of Teachers i.e. Sports Teachers, EVGCs, Core Academic Unit, Special Education Teachers, Mentor Teachers, Librarians and Teachers working in Library Branch, etc will be offline like previous year.

#### **TIMELINE FOR STATE TEACHERS' AWARD-2022**

Sl. No	Activity	Timeline
1.	Submission of online Pro forma/Applications by the Principals, Vice-Principals, Teachers and Librarians.	12/08/2022 to 20/08/2022
2.	Evaluation of online Pro forma/Applications of Principals, Vice-Principals, Teachers and offline evaluation of Librarians' application by the District Selection Committee.	21/08/2022 to 24/08/2022
3.	Online forwarding of all the short-listed applications of Principals, Vice-Principals, Teachers (above bench mark) to State Selection Committee.	25/08/2022
4.	Submission of offline evaluated applications (Hard copy) of Librarian to State Selection Committee.	25/08/2022

This issues with the prior approval of Competent Authority.

*12.8.22*


**Addl. Director of Education (Awards)**

No.F.DE.23 (68)/State Award/Awards /2022/ 218-227

Date: 12/08/2022

Copy for information to: -

1. P.S. to Secretary (Education)
2. P.A. to Director (Education)
3. P.A. to Addl. D.E. (Awards)
4. All RDEs/DDEs/DDE (Zone) through MIS
5. All H.O.S. of Govt., Govt. Aided, Recognized Unaided Private Schools through MIS.
6. Director Education, M.C.D, Civic Centre, Minto Road, N.Delhi.
7. Director Education, N.D.M.C, Palika Kendra, New Delhi.
8. Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt; Delhi.
9. O.S. (I.T) to kindly paste on the website of the Department of the above said circular.

  
12/08/2022

**DDE (AWARDS)**