

## **ELIGIBILITY / GUIDELINES FOR RECOMMENDATION OF TEACHERS FOR STATE AWARD**

All nomination for State Award and Financial Assistance shall strictly be routed through DEO/ SR, SDEO/ SDEO strictly. They are responsible for thorough screening and selection.

The District level Committee shall nominate/forward for State Award to the State Level Committee on the following grounds:

1. Recommendation shall be made from among the Teachers who have:
  - i. Been rendering exceptional service to the school as well as to the society (beyond the school perimeter) and who have also pro-actively devised innovative approaches in teachers – learning process, promoted literacy programmes, encouraged students to participate in extra-curricular activities like Swachh Bharat, painting, writing journal, media usage for social changes, environmental awareness etc. (self-attestation of such activities shall be enclosed).
  - ii. Good moral character/Integrity. He/she must have a good reputation in the society.
  - iii. Promoted the education of differently abled children and who may have done outstanding work for Inclusive education.
  - iv. No individual self-nomination shall be accepted at any cost/level
  - v. In case, any nominee is found canvassing, his/her selection shall be summarily rejected.
  
2. While recommending award for the teachers, the following points shall be noted carefully:
  - i. The nominee for the State Award should be a District Awardee.
  - ii. Should possess Professional qualification such as D.El.Ed/PSTE/B.Ed/ any equivalent professional degree course.
  - iii. The teacher has been contributing exceptional service to the school as well as to the society beyond all kinds of school activities. Also a teacher who can encourage the students to participate in any extra curricular activities.
  - iv. The selection process for State Award shall be based purely on merit and not on the length of his/her service as teacher or any other considerations.
  - v. Teachers who are attached to Offices and any other non-teaching assignment other than a school shall not be recommended for the award.
  - vi. In case of deserving Heads of Institution to be awarded, the SMC/ SMDC can nominate his/her candidature to the District Selection Committee.
  - vii. Must consider the place of posting of teachers (Priority shall be given to those teachers who are fulfilling the above requirements and who are serving in the far flung and remote areas of the state In the respective District Headquarters with sincerity and dedication).
  - viii. Teachers who have criminal cases or court cases pending against them shall not be nominated for the award.
  - ix. The District Level Committee shall examine, screen and have personal interaction with the concerned Head of Institution and forward nominations for State Award to the State Level Working Committee in duly filled prescribed format along with 2 (two) recent passport size photographs.
  - x. Incomplete information and documents shall be summarily rejected.

- xi. From each District, not more than 2 (two) teachers shall be forwarded from Private Institutions and not more than 4 (Four) Teachers shall be forwarded from Government Institutions by DEO/Sr. SDEO/SDEO.
- I. (a) The final selection for the awards which may not exceed 20 in total number in a year shall be decided by the State Level Working Committee.  
(b) Bestowing of awards to the teachers shall not be necessarily district wise.
- II. Time Line for submission of nomination:
- |                                                          |                                 |
|----------------------------------------------------------|---------------------------------|
| i. Short listing/ Nomination at the SDEO Level           | : 15/06/2026                    |
| ii. Submission to the District Level Committee           | : 01/07/2026                    |
| iii. Meeting of the District Level Committee             | : 24 <sup>th</sup> of July 2026 |
| iv. Submission to the Directorate                        | : 27/07//2026                   |
| v. Video Conferencing with State Level Working Committee | : August 2026                   |
- III. Outstanding contribution made by Administrative Head of the school should be encouraged and shall be recommended for the Governor's Award.

  
(SHASHANK PRATAP SINGH) IAS  
PRINCIPAL DIRECTOR

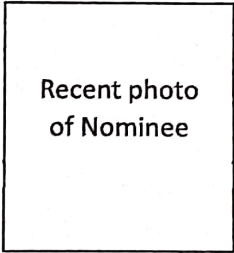
**PROFORMA 'B'**

**NOMINATION FORM FOR STATE AWARD TO TEACHERS 2026**

(Signed additional sheets may be attached if given spaces are not sufficient)

**Part-I**

**(To be filled by Nominator)**



1. Nomination done by (please Tick)
  - i) Head of the Institution with SMC/SMB/SMDC [    ]
  - ii) SMC/SMB/SMDC [    ]
2. District : .....
3. Village/Town : .....
4. Name of School : .....
5. Contact No. & Email : .....
6. Name of Nominee : .....
7. Designation of nominee : .....
8. Attendance (in percentage) for the last three years ( to be filled by *the Head of School*) :  
.....
9. *Teacher's* relation/contribution to the community in education field, preferably detailed *nominee self*-write up in separate sheet with supporting document if any  
.....
10. His/her genuine interest in affection and care *towards* children *welfare*:  
.....
11. Specific reasons for *his/her* nomination:  
.....  
.....

**Signature of nominators**

<i>Name</i>	<i>Designation</i>	<i>Signature</i>
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....
4. ....	.....	.....

- NB:** 1. The nomination form shall be forwarded by Head of the Institution and submit to DEO/SDEO.  
2. Nominator shall submit a detail achievement write-up in separate sheet duly signed.  
**(Refer Annexure B)**

**Part-II**  
(To be filled by Nominee)

1. Name of Nominee :
2. Date of Birth :
3. Date of joining service :
4. Educational Qualification :

Sl.No	Name of Examination	University/Board	Year of passing	Division
1	P.G			
2	Graduate			
3	HSSLC			
4	HSLC			
5	<u>B.Ed/M.Ed</u>			
6	<u>D.El.Ed /PSTE/UGHTT</u>			
7	Others			

(Documents to be enclosed)

5. Subjects taught by the *Nominee* :
6. His/her subject taught pass percentage in public examination for last two years  
(*PSLC/VIII/IX, X, XI & XII only*)

Class	Year	No. Of students	Pass Percentage

7. Involvement in co-curricular activities:

- i) .....
- ii) .....
- iii) .....

8. Whether recipient of any Awards:

- i) .....
- ii) .....
- iii) .....

(Nominator may submit an achievement write-up in separate sheet with self attestation.) Refer Annexure B-(I)(i)

.....  
**Name**

.....  
**Designation**

.....  
**Signature of Nominee**

**NB. Part I & II to be forwarded to District Level Committee.**



**Part-V**  
**(To be filled by State Level Committee)**

1. Decision of the State Level Committee:

.....  
.....  
.....

.....

**Signature/Name of the Chairman of the District Level Committee.**

**NB: Incomplete forms will be rejected**

