

**SCHEME OF NATIONAL AWARD  
TO TEACHERS**

**GOVERNMENT OF INDIA  
MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF SCHOOL EDUCATION & LITERACY  
NEW DELHI**

## NATIONAL AWARD TO TEACHERS

The Scheme of National Award to Teachers was started in the year 1958-59 with the object of raising the prestige of teachers and giving public recognition to the meritorious services of outstanding teachers working in Primary, Middle and Higher Secondary Schools. In 1967-68 the scope of the scheme was enlarged to cover the teachers of Sanskrit Pathshalas, Tolls etc. run on traditional lines. In 1976 the scheme was further enlarged to cover Arabic/Persian teachers of Madrasas.

From the award year 1993, the scheme has further been enlarged to cover teachers from Sainik Schools, Navodaya Vidyalayas and schools run by Atomic Energy Education Society. Earlier CBSE had been allocated a quota of 10 awards – 2 for each zone subject to availability in case of shortfall of recommendation from the entitled States/UTs and organizations. Each award carries with it a certificate of merit, a cash award money of Rs.25,000/- and a Silver Medal. The enhanced amount has been given to the National Awardee from the Award year, 1999.

2. The number of awards has been increased from 302 to 350 from the award year 2000-2001. 4 additional Awards have been allocated to CBSE from the Award year, 2002. From the award year 2006 the total number of award earmarked to KVS have been increased from 6 to 16. The number of awards further increased from the award year 2007. The number of awards at present stands at 374. The break up of which is as under:

- |                 |   |
|-----------------|---|
| (I) 312 Awards  | States/UTs, Kendriya Vidyalayas, Navodaya Vidyalayas, Atomic Energy Education Society, Sainik Schools, Sanskrit And Arabic/Persian teachers.  |
| (II) 5 Awards   | Teachers of Council for Indian Schools Certificate Examination (CISCE) affiliated schools.  |
| (III) 14 Awards | Teachers of Central Board of Secondary Education (CBSE) affiliated schools. The National Awards belonging to CBSE would comprise of awards to 2 teachers each for Northern, Southern, Eastern, Western and North-Eastern, Delhi Zones and 2 Slots for the teachers of independent affiliated schools situated abroad. The teachers recommended by CBSE should be other than those |

who have already been covered under the allocated quota for States/UTs/ Organizations.

(IV) 43 Awards

Teachers promoting Integrated Inclusive Education (IE) in Schools. These “Special” awards would be given to teachers who promote the education of children with disabilities in regular schools run by States/UTs and other schools system. Such awards would be given to the following categories of teachers.

- Teachers with disabilities working in regular schools.
- Special teachers or trained general teachers who may have done outstanding work for Inclusive Education.

**I. CONDITIONS OF ELIGIBILITY OF TEACHERS FOR CONSIDERATION FOR THE AWARDS:**

1. Classroom teachers with atleast 15 years regular teaching experience and Headmasters with 20 years of regular teaching experience and who are actually working as teachers/headmasters in recognized primary/middle/high/ higher secondary schools only shall be considered. Teachers who are teaching upto class VIII should be considered in the category of Primary School Teachers and those teaching classes IX-XII, in the category of Secondary School Teachers. For teachers promoting Integrated Inclusive Education the eligibility will stand reduced from 15 years of classroom teaching experience to 10 years of service and from 20 years for Headmasters to 15 years if they are to be considered for awards in respect of Inclusive Education.
2. Normally retired teachers are not eligible for the award but those teachers who have served a part of the calendar year (atleast for four months i.e. upto 30<sup>th</sup> April in the year to which National 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.
3. Teachers whose names were recommended last year or before can be considered again if they are still otherwise eligible and are recommended by the State Government/ Union Territories.
4. Educational Administrators, Inspectors of Education, and the staff of training colleges are not eligible for these awards.

5. Only those teachers, having requisite years of teaching experience, as mentioned at Sl.No.1 above, on 31<sup>st</sup> December of the preceding year of the Award, will be eligible to be considered for the award.

## II. MAIN CONSIDERATIONS THAT SHOULD GUIDE THE SELECTION OF TEACHERS AT VARIOUS LEVELS:

1. Teachers' reputation in the local community;
2. His/her academic efficiency and desire for its improvement.
3. His/her genuine interest in and love for children; and
4. His/her involvement in the social life of the community.

## III. PROCEDURE FOR SELECTION:

1. The initial selection shall be made at the District level by a District Committee from amongst the names recommended by the District Education Officer, a District Inspector of schools or such other local authorities e.g. Corporation, Panchayat etc. which the State Government may determine in the context of local conditions. No teacher shall be asked or permitted to apply for the award. The names shall be recommended by the District Education Officer etc. on the basis of the Teachers' record of work.
2. The State Selection Committee shall scrutinize and sift the recommendations of the District Committee and recommend to the State Government two names for each award allotted to the State and one or two names of Sanskrit/Arabic teachers if found suitable. The names of teachers selected by the State Committee shall be arranged in order of merit before they are recommended to the State Government who shall forward the same to the Union Government alongwith character certificate of faultless antecedents and absolute integrity duly signed by the Education Secretary. The recommendations of the State Selection Committee shall not be modified by the State Government to substitute names, or to disturb the order of merit recommended by the State Selection committee. However, if the State Government is of the view that any of the selected teacher is otherwise unfit for the award, it may recommend omission of such names to the Union Government furnishing details for the same.
3. The State/UTs/School systems shall recommend at least the prescribed number of awards under the category "Special Awards". In case they do not find suitable number of teachers under this category, the award will not be recommended, but in

that situation the number of allocated awards for special award shall not be transferred to the general category.

4. The final selection will be made by the Union Government.

#### DISTRICT COMMITTEE

- |   |          |
|---|----------|
| 1. District Inspector of Schools          | Chairman |
| 2. Head of a Primary Training Institution | Member   |
| 3. Headmaster of a Secondary School       | Member   |

#### STATE COMMITTEE

- |  |          |
|--|----------|
| 1. Director of Education/<br>Director of Public Instructions | Chairman |
| 2. Principal of Training College                             | Member   |
| 3. Nominee of the Union Government                           | Member   |

**STATE/UT/ORGANIZATION-WISE ALLOCATION OF AWARDS FOR NATIONAL  
AWARD TO TEACHERS**

\* Effective From 2011 Award Year

Sl. No.	State/UTs	Primary Category		Secondary Category		Total Awards
		Primary	Special	Secondary	Special	
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
1.	Andhra Pradesh	10	1	6	1	18
2.	Arunachal Pradesh	1	----	1	----	2
3.	Assam	5	1	2	----	8
4.	Bihar	5	1	3	----	9
5.	Chhatisgarh	4	1	2	----	7
6.	<b>Goa</b>	1	----	1	----	2
7.	Gujarat	10	1	4	1	16
8.	Haryana	4	1	3	----	8
9.	Himachal Pradesh	2	----	2	----	4
10.	Jammu & Kashmir	2	----	2	----	4
11.	Jharkhand	2	----	2	----	4
12.	Karnataka	9	1	4	1	15
13.	Kerala	7	1	7	1	16
14.	Madhya Pradesh	8	1	4	1	14
15.	Maharashtra	18	2	8	1	29
16.	Manipur	1	----	1	----	2
17.	Meghalaya	1	----	1	----	2
18.	Mizoram	1	----	1	----	2
19.	Nagaland	1	----	1	----	2
20.	Orissa	7	1	3	----	11
21.	Punjab	4	1	4	1	10
22.	Rajasthan	7	1	5	1	14
23.	Sikkim	1	----	1	----	2
24.	Tamil Nadu	15	2	7	1	25
25.	Tripura	1	----	1	----	2
26.	Uttar Pradesh	17	2	8	1	28
27.	Uttarakhand	4	1	3	----	8
28.	West Bengal	14	1	7	1	23
<b>UNION TERRITORIES</b>						
29.	Andaman & Nicobar Islands	1	----	1	----	2
30.	Chandigarh Administration	1	----	1	----	2
31.	Dadra & Nagar Haveli	1	----	1	----	2
32.	Delhi	2	----	2	----	4
33.	Daman & Diu	1	----	1	----	2
34.	Lakshdweep	1	----	1	----	2
35.	Puducherry	1	----	1	----	2
<b>OTHERS</b>						
36..	Atomic Energy Education Society (Under Deptt. of Atomic Energy)	1	----	1	----	2
37.	CBSE	---	----	18*	2	20
38.	C.I.S.C.E.	---	----	5	1	6
39.	CTSA	1	----	1	----	2
40.	Kendriya Vidyalaya Sangathan	6	2	6	2	16
41.	Navodaya Vidyalaya Samiti	1	1	1	1	4
42.	Schools Under M/o Defence	1	----	1	----	2
	<b>Total</b>	<b>180</b>	<b>23</b>	<b>135</b>	<b>17</b>	<b>355</b>

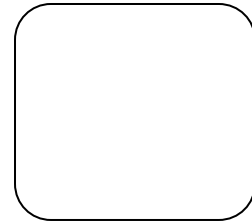
43. Arabic/Persian Teachers = 5 Awards + 1 Spl. Award

6

44. Sanskrit Teachers = 15 Awards + 2 Spl. Award

17

Please Note:- One passport size photograph duly attested on back side by any Gazetted Officer of your Town, Tehsil or District be attached in separate envelope. The Photograph should not be defaced in anyway.



**PROFORMA FOR RECOMMENDING A TEACHER FOR NATIONAL AWARD**

Parts A, B and C are to be filled by the District Education Authority from sources such as Teacher’s Diary, records of Inspection, records kept by the Headmaster, examination results of the school, Confidential reports and Service Book, etc. of the teachers, Part D and E are to be filled in respectively by the Chairman of the district Committee and the State Committee appointed for the purpose.

**PART-A**  
**Particulars of the teacher**

1. Name (in Block letters) : \_\_\_\_\_
2. Sex with marital status : \_\_\_\_\_
3. Designation & complete school address \_\_\_\_\_  
with Pin code number, Telephone number:
4. Complete Residential address with \_\_\_\_\_  
Pin code number, Telephone number
5. Complete Permanent address with \_\_\_\_\_  
Pin code number
6. Whether the school is primary/  
Secondary/Hr. Secondary \_\_\_\_\_
7. District: \_\_\_\_\_
8. State: \_\_\_\_\_
9. Date of birth: \_\_\_\_\_
10. Present age: \_\_\_\_\_
11. Date of superannuation: \_\_\_\_\_
12. If superannuated, please clarify  
whether extension has been given  
by the State Authorities with  
supporting documents \_\_\_\_\_
13. Total Service with date of joining as teacher \_\_\_\_\_  
Total serv ice \_\_\_\_\_ Years \_\_\_\_\_ Months  
Date of joining as teacher: \_\_\_\_\_

SERVICE RECORD

Name of the Institution	Level: Primary/ Secondary/ Etc.	Management Govt.aided Or Unaided	Total enrolment	Duration Of service With date, Months And year	Subject(s) taught	Classes taught	Result at Public or Annual Examination(s)	Any other responsibility discharged
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

14. Total Experience	Period	
	From	To
Teaching:		
Administrative:		
Others:		
Total		



**PART-B**

**I**

15. In the case of Primary School Teachers, what concrete steps has the teacher taken to increase enrolment in the school and to avoid dropouts? Give enrolment/retention percentage figures for the last three years of school and District to show the progress made in achieving universalisation of elementary education.
16. In the case of Secondary School teachers, what has been the dropout rate in the school at the secondary level in last five years? What steps has the teacher taken to avoid dropouts?
17. What has been the teacher's class results in Board Examinations? Give the percentage of pass and first divisioners in the class/subject of the teacher for the last five years.
18. Has the teacher mobilized quantifiable community resources for the physical development of the school? If so, give details.
19. Indicate the number of cases of indiscipline, if any, in the class/school during the last five years.
20. Has the teacher undertaken any specific activities for promoting National Integration? Give details.
21. The following information may specifically be given:
  - does he/she indulge in tuitions?
  - does he/she in the habit of submitting complaints and indulging in litigation?
  - is he/she punctual?

NB: 75% weightage may be given to the above information while finalizing the recommendations.

**II**

22. Has the teacher undertaken any innovative experiment for greater impact of his/her teaching on the students? Give a brief note.
23. What are the types of teaching aids, including mass media, used by the teacher to make classroom instruction more interesting?
24. Does the teacher give any special attention and assistance to the gifted and weaker students? If so, give details.
25. Has the teacher participated in any in-service training programmes, workshops, etc.? If so, give details of the last five years.
26. Does the teacher take active interest in organizing co-curricular or extra-curricular activities in the schools? Give details.

27. Has the teacher written any article, text books etc.? If so, give details.
28. Has the teacher received any recognition, award or prize from the school, community or Government during the last 10 years? If so, give particulars.
29. Any other significant achievement not mentioned above.

### **PART-C**

Remark about the Teacher based on the assessment of his/her superiors:

30. Does the teacher command respect among the students?
31. Is he/she able to maintain discipline among the students?
32. Does the teacher maintain cordial relations with his/her fellow-teachers and others?
33. If he/she held in high esteem by the community, particularly the parents?
34. What is the extent of participation of the teacher in activities of Parent-teacher Association, etc. if any?
35. General assessment by the Head of the Institution.
36. General assessment by the District Inspector of Schools/Education Officer.

District Inspector of Schools/  
Education Officer with rubber stamp.

### **PART-D**

REMARKS/RECOMMENDATIONS OF THE DISTRICT COMMITTEE:

Chairman of the District Committee

### **PART-E**

RECOMMENDATION BY THE STATE COMMITTEE

Chairman of the State Committee

# GUIDELINES FOR ORGANIZATIONS

**PROCEDURE FOR SELECTION:**

1. The initial selection shall be made at the Regional level by a Regional Award Committee from amongst the names recommended by the Principals/Inspectors of Schools or such other local authorities e.g. Corporation Panchayat etc., which the organization may determine in the context of local conditions. No teacher shall be asked or permitted to apply for the award. The names shall be recommended on the basis of the Teachers' record of work.
2. The Central Awards Committee shall scrutinize and sift the recommendations of the Regional Award Committee and recommend to the organization two names for each award allotted to the organization and one or two names of Sanskrit/Arabic teachers if found suitable. The names of teachers selected by the Central Award Committee shall be arranged in order of merit before they are recommended to the organization who shall forward the same to the Central Government alongwith character certificate of faultless antecedents and absolute integrity duly signed by the Head of the Organization. The recommendations of the Central Award Committee shall not be modified by the Organization to substitute names, or to change the order of merit recommended by the Central Awards Committee. However, if the organization is of the view that any of the selected teachers is otherwise unfit for the award, it may recommend omission of such names to the Union Government furnishing details of the same.
3. The Organization shall recommend at least the prescribed number of awards under the category "Special Awards". In case they do not find suitable number of teachers under this category, the award will not be recommended. But in that situation the number of awards for the category "Special Awards" shall not be transferred to the general category.
4. The final selection will be made by the Union Government.

**REGIONAL COMMITTEE**

- |  |          |
|--|----------|
| 1. Regional Head of the Organization or person Equivalent to Regional Head nominated by Head of Organization | Chairman |
| 2. Director of a SCERT   | Member   |
| 3. Principal of a Secondary School   | Member   |

## CENTRAL AWARD COMMITTEE

- |    |   |          |
|----|---|----------|
| 1. | Chairman/Director/Commissioner/<br>Head of the Organization | Chairman |
| 2. | Principal of a Teacher's Training College                   | Member   |
| 3. | Nominee of the Union Government                             | Member   |

Please Note:- Two passport size photograph  
DULY attested on back side by any Gazetted  
Officer of your Town, Tehsil or District be attached  
in separate envelope. The Photograph should not  
be defaced in anyway.

*Space for  
affixing  
Passport  
size  
Photographs*

**PROFORMA FOR RECOMMENDING A TEACHER FOR  
NATIONAL AWARD**

Parts A, B and C are to be filled by the Principal/Head of the School in case of a teacher and by the Chairman, Managing Committee of the School in case of Principal from sources such as Teacher's Diary, records of inspection, records kept by the Principal, Examination results of the school, Confidential reports and service book etc. of the teacher.

**PART-A**  
**Particulars of the teacher/Principal**

1. Name (in Block letters) : \_\_\_\_\_
2. Designation & complete school address \_\_\_\_\_  
with Pin code number, Telephone number:
3. State: \_\_\_\_\_
4. Date of birth: \_\_\_\_\_
5. Present age: \_\_\_\_\_
6. Date of superannuation: \_\_\_\_\_
7. If superannuated, please clarify  
whether extension has been given  
by the Competent Authorities with  
supporting documents \_\_\_\_\_
8. Sex: \_\_\_\_\_
9. Marital Status: \_\_\_\_\_
10. Residential address with Pin code  
number, Telephone Number: \_\_\_\_\_

www.apteachers.in 11. Permanent address with Pin code No.: \_\_\_\_\_

12. Whether the school is Primary/  
Secondary/Sr. Secondary: \_\_\_\_\_

13. Academic Qualification:

Examination Passed	University Board/ Department	Year	% of marks obtained	Subjects

14. Total Service with date of joining as teacher : Total Service \_\_\_\_\_ years \_\_\_\_\_ months  
Date of joining as teacher \_\_\_\_\_

#### SERVICE RECORD

Name of the Institution(s)	Level: Primary/ Secondary/Sr. Sec. Etc.	Total enrolment	Period of service with designation (Exact dates to be indicated)	Subject(s) taught	Classes taught	Results at Public or Annual Examination(s)	Any other responsibility discharged
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

15. Total experience (mention teaching Experience of recognized schools Only. Period From To

Teaching:

Administrative:

Other:

\_\_\_\_\_  
Total: \_\_\_\_\_

www.apteachers.in \*Teaching experience of recognized schools only has to be given. The Head of the Institution should certify where the teacher has served. (Please attach photocopy of service book(s) in support of service record).

**PART-B**

<p>16. what has been the teacher's class results in Board/School Examination? Give the percentage of pass and grade-wise positions A, A, B, B, in the class/subject of the teacher for the last five years. (Give the results of the last five years). Use additional sheets if required.</p> <p>17. Has the teacher mobilized any quantifiable community resources for the physical development of the School? If so, give details.</p> <p>18. Has the teacher undertaken specific activities for promoting National Integration? Give details.</p> <p>19. The following information may specifically be given:</p> <ul style="list-style-type: none"> <li>- does he/she indulge in tuitions?</li> <li>- Is he/she in the habit of submitting complaints and indulging in litigation?</li> <li>- Does he/she indulge in political/trade union activities?</li> <li>- Is he/she punctual?</li> </ul>	Year	Classes taught	Subject Taught	Pass % of	
				School Exam.	Board Exam.

**II**

<p>20. Has the teacher undertaken any innovative experiment for greater impact of his/her teaching on the students? Give a brief note.</p> <p>Give a brief resume of any experimentation in the following areas:</p> <ul style="list-style-type: none"> <li>(a) Class-room instructions</li> <li>(b) Laboratory/Library work</li> <li>(c) Assessment &amp; Evaluation</li> <li>(d) Administrative work</li> </ul> <p>21. Which teaching learning practices have been adopted and what are the</p>	
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types of teaching aids, including mass media, used by the teacher to make class-room instruction more interesting?

22. Does the teacher give any special attention and assistance to the gifted and weaker students? If so, give details.
23. Has the teacher participated in in-service training programmes, workshops etc. or acted as Resource Person? If so, give details of the last five years.
24. Has the teacher carried out any functional research in pedagogy and obtained visible improvement in performance of the students? (Attach abstracts).
25. Does the teacher take active interest in organizing co-curricular or extra curricular activities in the school? Give details (NCC, Scouts & Guides etc.)
26. Has the teacher written articles, text books etc.? If so, give details.
27. Has the teacher received any recognition, award or prize from the school, community or Government during the last 10 years? If so, give particulars.
28. Any other significant achievement not mentioned above.
29. Self assessment/appraisal of the Teacher/Principal to be attached.  
  
Additional Information to be given in case of Principal only (points 30 to 36)
30. Has the Principal introduced any innovative ideas for raising the quality of education in the school? (attach abstracts).
31. Does the Principal invite the parents

<p>for their co-operation for academic development? If yes, the details thereof.</p> <p>32. Does the Principal take interest in maintenance of school building and beautification of campus? If so, please give details.</p> <p>33. Are the activities like Annual Day, Sports Day, Clubs (nature, science, reader), value based education etc. being organized? If so, give details.</p> <p>34. Is guidance provided to the teachers in professional development? Does he/she encourage the teachers as well as students for experimentation/innovations?</p> <p>35. What goals/targets are set in academic/sports and games/other activities and what are the achievements?</p> <p>36. Has any project been undertaken during the last three years at school level? Please give a brief account in this regard. (attach abstracts.)</p>	
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**PART-C**

***Remarks about the Teacher/Principal based on his assessment:***

<p>37. Does the teacher command respect among the students?</p> <p>38. Is he/she able to maintain discipline among the students?</p> <p>39. Does the teacher maintain cordial relations with his/her fellow-teachers and others?</p> <p>40. Is he/she held in high esteem by the community, particularly the parents?</p> <p>41. What is the extent of participation of</p>	
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the teacher in activities of parent-teacher Association etc., if any?  42. General overall assessment by the Head of the Institution/Chairman of the Managing Committee of the school.	
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1. Principal of the School  
(in case of a teacher)
2. Chairman/Manager  
Managing Committee of the School  
(in case of Principal)

Tele.No. O:

R:

Fax No. :

E-Mail :

Recommendation of the Regional Committee:

Signature  
Regional Head nominated  
By the Head of Organisation/  
Chairman of the Regional Committee

Recommendations of the Central Award Committee:

Signature  
Chairman