

TOP PRIORITY

F.No.A.37011/1/2010/A2/ARW
GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT
ADMINISTRATIVE REFORMS WING

Puducherry, dated 09/05/2019.

I.D.NOTE

Sub: ARW – Implementation of the Award Scheme "Chief Minister's Award for Excellence in Public Administration" during the year 2018 – Nominations – Called for – Reg.

Ref: 1) G.O.Ms.No.3/2010/A2/ARW, dated 23.07.2010 of AR Wing, Chief Secretariat, Puducherry.
2) G.O.Ms.No.2/2010/A2/ARW, dated 20.03.2012(Amendment) of the AR Wing, Chief Secretariat, Puducherry.

Kind attention is invited to the G.O. cited under reference, wherein, the Scheme viz., "Chief Minister's Award for Excellence in Public Administration in the Union Territory of Puducherry", was communicated for implementation from the year 2010 onwards.

2. It is proposed to implement the said scheme during the year 2018, in order to acknowledge, recognize and reward the innovative work done by the Civil Servants of the Government of Puducherry.

3. The Heads of Departments are therefore requested to forward the application for nomination for the Award, if any, received from the officials working under their control through the Administrative Secretary. Where the nomination is in respect of a group of individuals, it should be ensured that all the names of the nominees concerned are clearly stated. Nomination should be submitted in the prescribed proforma (copy attached). While forwarding the applications, Head of Departments will give brief comments of the Department on the initiatives, mentioned in the application and a certificate that no disciplinary case is pending /contemplated against the applicant(s).

4. The last date for receipt of nomination in this Wing is on 30.06.2019. Nominations received thereafter, will not be entertained on any account.

/ BY ORDER /

G.P. Velma Jayaraj 9/5/19
UNDER SECRETARY TO GOVT.(ARW)

Encl: As stated above

To:

All the Heads of Departments/Public Sector Undertakings

Copy to:

1. The District Collector, Puducherry/Karaikal.
2. The Regional Administrator, Mahe/Yanam.
3. The Private Secretary to Chief Secretary, Puducherry.

**GOVERNMENT OF PUDUCHERRY
ADMINISTRATIVE REFORMS WING**

Chief Minister's Award for Excellence in Public Administration

Nomination Form for the year 2018

1. Category under which the nomination is being made
[please (✓) only one option]
 - a. Officer(s) of State Government – Individually
 - b. Officer(s) of State Government – As a group
 - c. Organization/Institution/Office

2. Details of the nominee(s):
 - a. Name of the nominee (Dr./Mr./Ms.)
 - b. Department/Institution where the initiative was implemented.
 - c. Role/Designation at the time of initiative.
 - d. Currently posted at/working with
 - e. Current designation
 - f. Current complete postal address with Pin Code.
 - g. Contact details (Phone & Fax No., e-mail id, Mobile Nos.)

[Note (a) to (f) to be repeated, in case of nomination as a group]

3. Nominating individual/Institution:
 - a. Name of the official authorized to nominate (Dr./Mr./Ms.)
 - b. Name of the Institution
 - c. Designation
 - d. Complete postal address with Pin Code
 - e. Contact details (Phone & Fax No., e-mail id, Mobile Nos.)

(Please also provide the details of involvement of the nominating Officer/authority with the initiative)

4. Please furnish the details about the initiative, strictly under the subheads prescribed below (The entire description and narration should not exceed ten one – side A4 size pages)
 - a. Initiative – its background, reasons for project initiative and the period / duration.
 - b. Purpose & Priorities of the initiative.
 - c. Strategies adopted/mode of transformation with details of role of various stakeholders
 - d. Outcomes i.e. impact/benefits resulting from the project, for example:
 - Improvement in delivery time of services
 - Better beneficiaries' feedback.
 - Improvement in measurable indicators.
 - Simplified procedures.

(A comparative analysis of the key result areas, key performance indicators and other socio-economic impact parameters, before and after the implementation of the initiative is a MUST)

Highlights / features of the initiative, for example:

- Transparency and stakeholder participation.
- Innovativeness of the initiative and its replicability.
- Increased efficiency of processes and effectiveness of outcomes.
- Display of leadership / Team work by the nominee(s).
- Sustainability of the initiative.

5. Has the outcome or impact of the initiative been audited or evaluated by any independent agency for reality check of the realized benefits vis-à-vis those envisaged?

- Yes
- No

If yes, please attach details of the report.

6. Was/were this initiative or nominee(s) winner(s) of any other Award instituted by any other National/International organization including those from India? (If yes, please provide brief details thereof, in not more than 100 words)

7. Signature of the nominating authorized officer.

Name & Address:

Designation with Seal:

Date: