

IMMEDIATE

F.No.49012/10/2016-Estt.-IV/-156

Government of India
Central Water Commission

R.No.303(S), Sewa Bhawan,
R.K.Puram, New Delhi - 66.

Dated the, 21st April, 2016

Sub.: **1.Prime Minister's Shram Awards, 2016- Inviting of applications- reg.**
&
2. Recommendation for Jeevan Raksha Padak Series of Awards-2016.

The undersigned is directed to forward herewith a copies of letters No.F.15011/3/2016-Coord, dt. 3.3.2016 and F-15011/7/2016-Coord, dt. 30.3.2016 regarding Prime Minister's Shram Awards, 2016 and recommendation for Jeevan Raksha Padak Series of Awards-2016 respectively and to say that recommendations/nominations, if any, for above award may be sent in the enclosed prescribed proformas to this Section **latest by 25.4.2016** so that the consolidated information in respect of this Commission may be sent to MoWR.

Encls: As above.


(AJAY GAIROLA)
Under Secretary

To:

1. All Chief Engineers, Field Formations, CWC(As per enclosed list).
2. US/SO, Estt.I, II, III, V, VI, VII, VIII, IX, X, XI, XII, XIII Section, CWC.
3. Director, RD Dte., CWC, West Block-I, R.K. Puram, New Delhi-66.
4. EE, Planning Circle, CWC, Faridabad(Fax No.0129-2412956/0129-2412576)

(26)
MOST IMMEDIATE

TIME BOUND



No. N-12011/01/2016-ISH-I
Government of India/Bharat Sarkar
Ministry of Labour and Employment
Shram aur Rozgar Mantralaya

Shram Shakti Bhawan,
Rafi Marg, New Delhi - 110 001.

Dated 24 February, 2016

OFFICE MEMORANDUM

Subject: Prime Minister's Shram Awards, 2016 - Inviting of applications - reg.

The undersigned is directed to say that the Ministry of Labour and Employment has been implementing the Prime Minister's Shram Awards Scheme under which, awards are given to workers in recognition of their outstanding contribution towards production and for showing exemplary zeal and enthusiasm in discharge of their duties. The details of the awards are as under:

Sl. No.	Title of Award	No. of Awards	Cash Prize
1.	SHRAM RATNA	1	Rs.2,00,000/-
2.	SHRAM BHUSHAN	4	Rs.1,00,000/-
3.	SHRAM VIR/ VEERANGANA	12	Rs. 60,000/-
4.	SHRAM SHREE/DEVI	16	Rs. 40,000/-
Total number of awards : 33			

The Shram Ratna Award would be common for both the Public and Private Sectors and the remaining 32 awards would be shared equally by both the sectors, i.e. 16 each for Public and Private Sectors.

2. The awards are generally announced on the eve of the Independence Day/the Republic Day every year and are presented to the winners at a function held subsequently. A copy of the Prime Minister's Shram Awards Scheme is sent herewith to all the concerned Ministries/Departments with the request that the same may kindly be circulated among the Departmental and Public Sector Undertakings under their administrative control for sponsoring the names of deserving workers.

In view of the high distinction that the awards confer on the workers, it is necessary that the selection of the workers for the awards be made with utmost care. At the same time, it may also be ensured that workers who have made significant contribution in the above-mentioned areas are not overlooked.

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4. All the Ministries/Departments are, therefore, requested to make an assessment of the performance of the workers employed by the Departmental Undertakings and the Public Sector Undertakings under their administrative control on the basis of the Scheme and the guidelines appended hereto and make available their recommendations to this Ministry latest by 31st August, 2016.

5. Full particulars (**Three copies**) in respect of each worker who is recommended for the award in question may be sent to this Ministry in the enclosed annexures, along with two copies of a recent passport size photograph of the worker.

6. The **Citation** should contain a brief biographical sketch and, in addition, give adequate description of the principal activities, achievements, significant contributions made in the field of productivity proven innovative abilities, presence of mind and exceptional courage which justify the award.

7. The **Citation** is intended to be published if the worker is chosen for the award and, as such, great care should be taken while drafting it so as to ensure that it is factually and grammatically correct. The citation should be precise and concise and in no case should be of more than 600 words. If for the purpose of recommending the case, any further details are considered necessary, these should be furnished in a separate annexure. The citation should be neatly typed in 1½ space on a sheet of paper (on one side only).

8. It may be noted that the instructions for preparation of the citation are required to be adhered to strictly and in case the citation does not conform to specifications mentioned above, the citation/nomination may be liable to be returned/ rejected summarily.

9. In addition to the hard copy, a **Compact Disc (in MS Word – Windows' 2000 (text format only) package)** of only the citation part must also be enclosed with the application. Instructions for preparation of CD are mentioned under point VIII of the scheme enclosed.

10. **Nominations of a worker received directly from the employer will not be entertained.**

11. It may be noted that the **category** of the **award** for which the worker is recommended is **not to be mentioned**. The Technical Committee constituted for this purpose will recommend the category of the award after due scrutiny of the application.

12. In making the recommendations, it may kindly be ensured that the workers proposed for the awards are worthy of the distinction, enjoy good reputation in their fields and have not come in for any adverse notice or criticism for any lapse in their professional or social work. In point No. IV of the application form details of the applicant(s) having received any of the **Prime Minister's Shram Awards** in the past specifying the '**Year**' and '**Category**' may also be mentioned.

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13. While making recommendations, it may also kindly be ensured that adequate representation is given to women workers and physically challenged workers as far as possible.
14. Where the citation has been prepared in a language other than English, an English translation of the same should accompany the application. The Compact Disc should be provided only of English Version.
15. For sending applications, the instructions contained in guidelines appended herewith should be followed.
16. The recommendations complete in all respects may be forwarded so as to reach this Ministry as early as possible and in any case **latest by 31st August, 2016.** As the recommendations will be taken up for consideration soon thereafter, it is necessary that the deadline be strictly adhered to. Any recommendation received after the last date as stipulated above will run the risk of not being considered at all and of being summarily rejected. Therefore, the Ministries/Departments are requested to ensure that all recommendations must reach this Ministry by 31st August, 2016, since **no extension of date** will be granted.
17. The administrative **Ministries/Departments** should invariably quote **Phone & Fax numbers** of the officer forwarding the recommendations in all correspondence. The Ministry/Department should also ensure that similar details of **applicants** and their **organisations** are also submitted to facilitate speedy communication.
18. The receipt of this Office Memorandum may kindly be acknowledged.


(Laxmi Narayan)
Deputy Secretary
Ph. 23714018

Encls : As stated above.

To

All Ministries

PRIME MINISTER'S SHRAM AWARDS' SCHEME - 2016

I. OBJECTIVE:

The objective of the Prime Minister's Shram Awards is to recognize the outstanding contributions made by workmen as defined in the Industrial Dispute Act, 1947 in organizations both in public and private sector and who have distinguished record of performance, devotion to duty of a high order, specific contribution in the field of productivity, proven innovative abilities, presence of mind and exceptional courage and also to the workmen who have made supreme sacrifice of laying down their lives in the conscientious discharge of their duties.

II. SCOPE:

The Awards will be presented to the workmen as defined in the Industrial Disputes Act, 1947 and employed in the Departmental Undertakings of the Central and State Governments, Central and State Public Sector Undertakings as also private sector and having minimum of 500 employees on roll and engaged in manufacturing and productive processes and whose performance is assessable. Workmen solely engaged in routine service duties would not be eligible.

1. Coverage should be given to the workers in all sectors of industry. Persons working in important Departmental/Undertakings like those under the Department of Defence Production and Supplies, Ministry of Heavy Industry and Public Enterprises etc. should be given adequate coverage.
2. Adequate representation would be given to women and handicapped workers who have made outstanding contributions in the areas specified above.
3. The organizations recommending their workmen for the "PRIME MINISTER'S SHRAM AWARDS" should satisfy themselves regarding the eligibility of the workman for this prestigious National Award and issue a certificate to that effect under the signature and seal of the Head of the Organisation/Chief Executive Officer where the workman is employed.

III. NOMINATION :- CHANNEL OF SUBMISSION:-

(a) PUBLIC SECTOR

The Head of the Organisation will fill up the attached nomination forms in all respects, in triplicate, and route it through the Administrative Central Ministry/respective State Government Deptt. alongwith enclosures and with their recommendation and forward the same to the Under Secretary (ISH-I), Ministry of Labour and Employment, Govt. of India, Shram Shakti Bhavan, Rafi Marg, New Delhi - 110001, latest by 31.08.2016. The nominations should be scrutinized with reference to the Scheme and the guidelines.

(b) PRIVATE SECTOR

The Chief Executive Officer of the organization will fill up the attached nomination forms in all respects, in triplicate, and send it to the respective Local/State Association/Chamber of Industries. After scrutiny of the nominations at local/state level, the nominations with recommendations and forward the same through the National level of Association/Chamber, in triplicate, to the Under Secretary (ISH-I), Ministry of Labour and Employment, Govt. of India, Shram Shakti Bhavan, Rafi Marg, New Delhi - 110001 latest by 31.08.2016. The nominations should be scrutinized with reference to the scheme and the guidelines.

IV. GUIDELINES AND ELIGIBILITY

The awards will be given to workmen who have distinguished record of performance, devotion to duty of a high order, specific contribution in the field of productivity, proven innovative abilities, presence of mind and exceptional courage. The awards may be given to those workmen also who have risked their lives or made supreme sacrifice of laying down their lives in the conscientious discharge of their duties.

His/her performance should have resulted in any or some of the followings:-

- Improving productivity;
- Workers who have made outstanding contribution in the field of productivity, safety and who have also shown innovative ability of high order;
- Increasing the efficiency of the organization;
- Innovations and improvements that bring about saving in materials including fuel, power and explosive;
- Improvement in the utilization of plant and equipment;
- Improvement in quality/safety of products for users;
- Better utilisation of waste or scrap material & Conservation of resources;
- Substitution of indigenous process/material for imported one;

The following eligibility criteria are required to be fulfilled.

- The nominated worker should be a workman as defined in the Industrial Disputes Act, 1947.
- He / She should have worked continuously at least for the past 10 years in the nominating establishment.
- He / She should have distinguished record of performance in the industry/company
- He / She should have regularity and punctuality in attendance.
- The nominated worker should not have caused any type of reportable accident during his/her service period.
- The worker should have displayed courage by risking or sacrificing his/her life in the discharge of his/her duties, if applicable.
- He / She should be trustworthy.
- He/She should have good character, good temperament, traits of good team work including good relations with fellow employees and be amenable to discipline etc.
- His/her police record should be good.
- He/She should be an Indian Citizen.

V. DETAILS OF AWARDS

The number of cash prizes for each are as follows :-

S.No.	Name of Award	of Award	Cash Prize	Criteria
1.	Shram Ratna	1	Rs.2,00,000	Best Award will be given to a worker who has real standing calibre and has made exceptional contribution.
2.	Shram Bhushan	4	Rs.1,00,000 each	Workers who have made outstanding contribution to productivity, and also shown innovative abilities in order.
3.	Shram Vir / Shram Veerangana	12	Rs. 60,000 each	Workers who have a continuous record of dedicated service and has achieved high order of productivity.
4.	Shram Devi/ Shram Shree	16	Rs. 40,000 each	Workers who have shown extra ordinary zeal and enthusiasm for work and have made remarkable contribution towards productivity.

The Shram Ratna Award would be common for both the Public and Private Sectors and the remaining 32 awards would be shared equally by both the sectors, i.e. 16 each for Public and Private Sectors.

In case of awards being shared by a worker with team and/or different teams/other individual worker, the award money would be equally shared by the total number of workers (members of the team(s) + individual worker).

While the total number of awards in one year would be thirty three, in case awards for any one or more categories are not being given, these can be distributed among the other lower categories. It may not be mandatory to give all the prizes every year. Besides the cash prize, awardees would also receive a "SANAD" from the Prime Minister. The awardees are also eligible for 75% concession in 2nd Class Rail Fare.

VI. SELECTION PROCEDURE

All the nominations received through the administrative Ministries/State Governments in the case of Departmental Undertakings of the Central and State Governments and Central and State Public Sector Undertakings and that of private sector through their National Associations/Chambers will be scrutinized and graded in descending order, award-wise, by a Technical Committee. The Technical Committee is chaired by an eminent personality in the field of technology with representatives from employers' organizations, central trade unions, experts from the scientific/technical institutions of repute and DGFASLI. The Technical Committee will make recommendations for various categories of awards to the Screening Committee.

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The Screening Committee under the Chairmanship of Union Labour and Employment Secretary will further consider the recommendations of the Technical Committee and will make final recommendations for the approval of Hon'ble Labour and Employment Minister / Hon'ble Prime Minister. A lady member should also be nominated (either the lady member could be part of the Committee in an ex-officio capacity or in the case there is no lady member, a suitable lady member to be nominated).

The decision of the Government regarding the selection will be final.

The Govt. of India will have the right to publish any of the information in respect of the winners who have been conferred the awards for their outstanding performance for the benefit of others.

1. **INCOMPLETE NOMINATION FORM IN ANY MANNER IS LIABLE TO BE REJECTED.**
2. **ANY TYPE OF UNDUE INFLUENCE / RECOMMENDATIONS ON THE COMMITTEE BY THE NOMINEE OR EMPLOYER WILL RESULT IN DISQUALIFICATION OF THE NOMINATION.**

VII. ANNOUNCEMENT AND DISTRIBUTION OF THE AWARDS

These awards shall be announced on the eve of the **Republic Day/Independence Day** and will be distributed in the public function to be chaired by the Hon'ble Prime Minister as per his convenience.

The awardees are also allowed the following facilities for attending the Prime Minister's Shram Awards Presentation Function:-

1. To bring one guest
2. Air Fare (Economy) or expenditure incurred on actual mode of travel both ways, whichever is less, both for the awardees and one guest.
3. Lodging facilities for two days both for the awardees and one guest, and
4. Out of pocket expenses of Rs. 2,000/- for both the awardees and one guest.

VIII. INSTRUCTIONS FOR FURNISHING COMPACT DISC (CD) ALONG WITH THE APPLICATIONS.

- a. A Compact Disc (CD) of only the "Citation" part (i.e. Annexure-II) in respect of the employees or group employees is required to be sent along with the application.
- b. The CD must be in Windows, 2000 (TEXT FORMAT ONLY) Package.

- c. Only fresh (free of virus) CD should be used.
- d. Underlining should be avoided. Where necessary, italics fonts may be used instead of underlining.
- e. At the top of the Citation, the name of the employees/group of employees along with designation should be indicated clearly in capitals and bold.
- f. Where the citation has been prepared in any language other than English, English translation of the same should accompany the application. The CD should be of English Version only.
- g. Line spacing – between the lines should be 'double'.
- h. Margins should be as under :
 - i. Left margin should be 16 syllables and Right Margin 12 Syllables.
 - ii. Top/bottom margins should be 3 line (12 Syllables).
- i. Preferably only Times New Roman Font and Font size '12' should be used for text of the citation. The name of the employees(s) may be typed in slightly bigger Font size.

AFFIX NOMINATED
PERSON'S
PASSPORT SIZE
ATTESTED
PHOTOGRAPH

GOVERNMENT OF INDIA/ MINISTRY OF LABOUR AND EMPLOYMENT

NOMINATION FOR PRIME MINISTER'S SHRAM AWARDS 2016

The nomination form giving full particulars as specified and as per instructions should reach before closing date i.e. **31.08.2016** to the Under Secretary, Ministry of Labour and Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001, along with Crossed Demand Draft of value of Rs. 500/- drawn in favour of "Pay & Accounts Officer (MS), Ministry of Labour, New Delhi" payable at New Delhi in respect of nominations pertaining to Public Sector. The manufacturing units employing 500 or more workers in the Private Sector may forward their applications along with two demand drafts, each for Rs. 500/-, one in favour of "Pay & Accounts Officer (MS), Ministry of Labour, New Delhi" payable at New Delhi and the other drawn in favour of the concerned Nodal Agency. **THE DECISION OF THE GOVERNMENT REGARDING THE SELECTION WILL BE FINAL.**

NOTE

Before filling up the form, please read the following instructions carefully

1. Nomination form received directly from an individual worker will not be accepted.
2. The filled in Nomination Form along with the recommendation typed on separate sheet should be routed through the Administrative Central Ministry/ State Government Department/National level Association/Chambers.
3. Please type the information against respective columns/ items.
4. Strike out whichever is not applicable.
5. Enclose two separate passport size attested photographs duly signed at the back side.
6. Incomplete nomination form in any manner is liable to be rejected.
7. Any type of undue influence/ recommendations on the committee by the nominee or employer will result in disqualification of the nomination.
8. Ensure that the **phone numbers** (Office & Residential) along with the **Fax number** (with **STD Code**) be furnished without fail.

I. PARTICULARS OF THE WORKER

1. Name in full (block letters) :
(in Roman and Devanagari script)
2. Designation
3. Parent/Spouse's Name
4. Date and place of birth : Age: Sex:

5. Present Postal Address
6. Phone Number (with STD code) :
7. Permanent Postal Address :
8. Family background :

(State the composition of the family, their occupation, etc.)

S.No.	Name of Family member	Age	Relationship with the applicant	Occupation

9. Whether physically challenged :

QUALIFICATION :

EDUCATIONAL	TECHNICAL	PROFESSIONAL

NOTE : 1. Please attach certified copies of the Certificates/Mark Sheets about qualification duly attested by Executive Magistrate or Gazetted Officer of the Govt. or Principal of the School/College.

EXPERIENCE :

Date of Appointment	Designation		Years of Experience	Remarks
	At the time of appointment	Present		

- i) Nature of work :
- ii) Duties and responsibilities entrusted to the worker :
- iii) Present Salary :

NOTE : Please attach a separate sheet wherever needed.

II. ABOUT THE INDUSTRY/ COMPANY WHERE THE NOMINATED PERSON IS EMPLOYED.

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Name & address of the company/ factory	Name & address of the employer	Tel.No./ Fax.No./ e-mail	No. of workers employed

Registration No. under relevant Act	Enforcement Authority	
	Name of the officer with postal address	Tel.No./ Fax.No./ e-mail

III. BRIEF HISTORY OF NOMINATED PERSON

a) About personal characteristics of the nominated person in general:

b) About the service:

i) with previous employer :

ii) with present employer :

c) Any other information relevant and :

which is not reflected in the form

highlighting the other activities

of the nominated person

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IV. PARTICULARS OF AWARDS GRANTED TO NOMINATED PERSON IN THE PAST:

a)

Year in which Award conferred	Name of the Award Conferred	Name & Address of the Organisation/ Body	No./ Fax No./ e mail

b) Brief highlight of each Award conferred:

Note: Please attach certified copies of the Awards certificates as a documentary proof.

CITATION

(To be given by the Head of the Organisation/Company/Chief Executive Officer)

NOTE : To be submitted in typed form in not more than 600 words giving details on following points.

1. Meritorious service
2. Achievements

Place :
Date :

Signature
Name & Designation
Address :

OFFICE SEAL

CERTIFICATE
(To be signed by Nominated person)



I _____ the undersigned Shri/Smt./Kum.

_____ hereby give my willingness to accept the Award and Sanad awarded to me under the Prime Minister's Shram Awards Scheme. If I am selected for such Award, I shall abide by the rules and regulations prescribed by the Committee and the Committee's decision will be binding on me.

Date :

Signature/Thumb Impression
of the Nominated person
(Left hand Thumb Impression, if
Male and Right hand Thumb
Impression, if Female.)

Countersigned by the Employer :

Name :

Designation :

Industry's/Company's Seal:

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DECLARATION OF NOMINATED PERSON

I hereby declare that all the statements made in the nomination form are true, complete and correct. In the event of any information being found false/incorrect or ineligibility being detected before or after the declaration of the Prime Minister's Shram Award, my nomination will stand automatically cancelled. I am also aware that the Government reserves the right to withdraw the Award with penal action, if any irregularity is detected at a later stage.

I further declare that I am a citizen of India.

Place :

Date :

Signature/Thumb Impression
of the Nominated person
(Left hand Thumb Impression, if
Male and Right hand Thumb
Impression, if Female.)

EMPLOYER'S CERTIFICATE

(11)

1. This is to certify that our Industry/Company is registered under the _____ Act. Our Registration No. is _____ and further it is certified that Shri/Smt./Kum. _____ is a temporary/permanent employee of our industry/Company _____ M/s. _____ situated at _____ and that he/she is working with us from _____ and holding a post of _____ in our Industry/Company.

2. Further it is certified that particulars furnished by Shri/Smt./Kum. _____ have been verified from his/her record and found correct.

3. No vigilance case is either pending or contemplated against Shri/Smt./Kum. _____. His/her integrity is beyond doubt.

4. No major or minor penalty was imposed on Shri/Smt./Kum. _____ during last 10 years.

5. He/she is hard working, sincere and honest in discharging the duties allotted to him / her.

6. He/she has not caused any reportable accident during last 10 years.

7. I am also aware that if any irregularity/false information is detected before or after the declaration, penal action may be taken against me.

We wish him / her grand success.

The undersigned is duly authorized to sign this certificate.

Date :

Place :

Signature

Name & Designation

Tel.No.

OFFICE SEAL

(TO BE OBTAINED BY THE RECOMMENDING AUTHORITY)

NOMINATED
PERSON'S
PASSPORT SIZE
PHOTOGRAPH

VERIFICATION CERTIFICATE
FROM THE LOCAL POLICE STATION

This is to certify that Shri/Smt./Kum. _____ son of/ wife
of/ daughter of _____ is not involved in
any case and no criminal case is registered against him/her. His/her record is good and he/she is
residing at _____. Further, it is certified that
he/she does not have any anti-social/criminal case record.

Other remarks, if any.

Place :

Date :

Signature

Name of the Police Officer with

Full address, Tel. No., Fax No.

OFFICE SEAL

NOTE : The officer issuing the Verification certificate should attest the photograph of the nominated person with a signature and rubber stamp in such a way that one half of the signature and stamp appears on the photograph and the other half on the certificate.

(u2)

● All name of worker in Devanagiri Script duly signed (in original) by the worker.

(Signature of worker)

NOTE : THE NEAREST BRANCH OF UNION BANK OF INDIA MAY PLEASE BE INDICATED IN CAPITAL LETTERS.

S.No.4(R)

(44)

Chn 14/12/16
CE (HRM)

420
05.06.16

Dr(A)-O.T.
US(E-IV)



F.No.F.15011/7/2016-Coord.
Government of India
Ministry of Water Resources, River Development
& Ganga Rejuvenation

Shram Shakti Bhavan, Rafi Marg,
New Delhi, dated : 3.2016

30 MAR 2016

So/E-4
12/14

To :-



1. The Chairman, CWC, R.K.Puram, New Delhi.
2. The Chairman, CGWB, Bhujal Bhawan, NH-IV, Faridabad.
3. The Director, CSMRS, Hauz Khas, New Dehli.
4. The Director, CWPRS, P.O. Khadakwasla, Pune.
5. The General Manager, FBP, P.O. Farakka Barrage, Murshidabad-742212.
6. The Chairman, GFCC, Sinchai Bhawan, Patna.
7. The CMD, WAPCOS(I) Ltd., 76-C, Institutional Area, Sector-18, Gurgaon.
8. The CMD, NPCC Ltd., Plot No. 67-68, Sector-25, Faridabad.

12/14/16
S.A.K

EN 13-4-16
13-4-16

Subject :Recommendation for Jeevan Raksha Padak series of awards – 2016.

Sir,

I am directed to forward herewith a copy of letter No. 17/2/2016-Public dated 14.03.2016 received from Ministry of Home Affairs on the subject mentioned above and to request to send recommendations/nominations, if any, for the above said award to this Ministry at the earliest.

Encl : As above

Yours faithfully,

AK

(Syam Kumar)
Section Officer(Coord.)
Tel. 23766160

Copy for taking similar necessary action to US(Admn.), MoWR.

MOST IMMEDIATE

No.17/2/2016-Public
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya

14 MAR 2016

North Block, New Delhi-110 001
Dated the 14 March, 2016.

To

1. The Chief Secretaries of all State Governments
2. The Administrators of all UT Administrations
3. The Secretaries of all Ministries/Departments of the Govt. of India
4. The Directors General of all Central Armed Police Forces
5. The Director General, Railway Protection Force
6. The Director General, National Disaster Response Force
7. The Director General, Civil Defence & Home Guards

Sub: Recommendations for Jeevan Raksha Padak series of awards-2016.

Sey (me) - on 14/3
Sir/Madam,

Jeevan Raksha Padak series of awards are given for meritorious acts of humane nature in saving the life of a person in incidents like drowning, accidents, fire incidents, electrocution, land slides, animal attack and rescue operation in mines etc. As the name of the award suggests, the award is given to a rescuer for saving someone's life. It is given in the following three categories:-

- i) **Sarvottam Jeevan Raksha Padak** - awarded for conspicuous courage in saving life under circumstances of very great danger to the life of the rescuer.
 - ii) **Uttam Jeevan Raksha Padak** - awarded for courage and promptitude in saving life under circumstances of great danger to the life of the rescuer.
 - iii) **Jeevan Raksha Padak** - awarded for courage and promptitude in saving life under circumstances of grave bodily injury to the rescuer.
2. Persons of either sex in all walks of life are eligible for these awards. Members of the Armed Forces, Police Forces and of recognized Fire Service etc. are eligible for these awards provided the life saving act is performed by them otherwise than in the course of their duty. The award is also conferred posthumously.
 3. Every year, the Ministry of Home Affairs invites recommendations from all State Governments/UT Administrations and Ministries/Departments of the Government of India for these awards. The recommendations are examined by a high-level Awards Committee, which makes its recommendations to the Prime Minister and the President.

DS(K) 21/3
22/3/16
22/3/16
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22/3/16
87.8

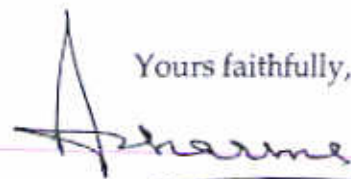
4. After approval of the President, the decoration of the award, i.e., Medal and Certificate along with the Demand Draft of monetary allowance in respect of the awardees, are sent to the concerned recommending authorities.

5. Over the last few years, it has been observed that various acts of life saving by individuals during natural calamities, accidents, extremists attack, drowning/fire incidents etc. are reported in the print and electronic media. However, such valiant and gallant acts, go unrecognized in the absence of suitable nominations by the State/UT Government and authorities under whose jurisdiction such acts take place. You would appreciate that awards and decorations are tangible tokens of recognition of the services rendered by an individual. Such awards encourage and motivate others for similar action in the hour of need. The concerned authorities are, therefore, requested to send suitable and deserving nominations to this Ministry for consideration.

6. The recommendations for the awards are to be forwarded in the enclosed proforma (Annexure-I). As you would notice from the proforma, in addition to the bio-data, a detailed citation in narrative form, clearly bringing out the sequence-wise details of the incident as well as the specific role/contribution of the person (rescuer) is to be forwarded in each case. A character and antecedents verification certificate is also to be furnished in each case in the enclosed proforma (Annexure-II). It may also be noted that the recommendations for this award are considered by Awards Committee within a period of two years from the date of performance of the act. Therefore, for the year 2016, any recommendation in respect of which the date of performance of the act falls prior to 1st October 2014 should not be forwarded to this Ministry for consideration.

7. It may kindly be ensured that recommendations for Jeevan Raksha Padak series of awards for the year 2016 are sent to this Ministry latest by 30th September 2016.

Yours faithfully,



Encls. A/a

(Anuj Sharma)
Director to the Govt. of India
Tele: 2309 2436

PROFORMA FOR JEEVAN RAKSHA PADAK SERIES OF AWARDS

1.	Full Name in English (in Block letters)	:	
2.	Full name in Hindi (Compulsory)	:	
3.	Date of Birth/Age	:	
4.	Complete postal address (with phone numbers etc.)	:	
5.	Date of Incident	:	
6.	Number of lives saved	:	
7.	Name of the Next-of-kin along with relationship (in case of Posthumous award)	:	
8.	Award recommended * viz. Sarvottam Jeevan Raksha Padak, Uttam Jeevan Raksha Padak or Jeevan Raksha Padak	:	
9.	Name and code of Nearest Branch of State Bank of India at which the Demand Draft for monetary grant may be made payable in case the person is selected for the award (Compulsory)	:	
10.	Details of Jeevan Raksha Padak Series of Award received earlier, if any	:	Award : Year :

CITATION#

This should be in form of a write-up giving complete details (sequence wise) of the life saving act in about 200-250 words (separate sheet to be attached).

* The category of award recommended should invariably be mentioned.

Note: All columns must be completed in all respects failing which the application will be rejected.

CERTIFICATE

It is certified that the character and antecedents of (Name of the person(s) recommended) have been verified and it is confirmed that there is nothing adverse against him/her on record.

(Signature)

Name & Designation of the
Recommending Authority

Date:

49

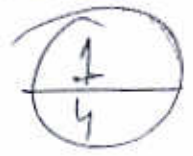
49.	Secretary, Ministry of New & Renewable Energy	CGO Complex, Lodhi Road, New Delhi
50.	Secretary, Ministry of Overseas Indian Affairs	Akbar Bhawan, Chanakyapuri, New Delhi
51.	Secretary, Ministry of Panchayati Raj	Krishi Bhawan, New Delhi
52.	Secretary, Ministry of Parliamentary Affairs	Parliament House, Sansad Marg, New Delhi
53.	Secretary, Department of Personnel & Training	North Block, New Delhi
54.	Secretary, Department of Pension & Pensioner's Welfare	Lok Nayak Bhawan, Khan Market, New Delhi
55.	Secretary, Department of Administrative Reforms and Public Grievances	North Block, New Delhi
56.	Secretary, Ministry of Petroleum & Natural Gas	Shastri Bhawan, New Delhi
57.	Secretary, Ministry of Power	Sharam Shakti Bhawan, New Delhi
58.	Secretary, Ministry of Road Transport & Highways	Transport Bhawan, Sansad Marg, New Delhi
59.	Secretary, Department of Rural Development	Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi
60.	Secretary, Department of Land Resources	Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi <i>Nirman Bhawan</i>
61.	Secretary, Ministry of Science & Technology	Technology Bhawan, New Mehrauli Road, New Delhi
62.	Secretary, Department of Biotechnology	Block-2, Pragati Vihar, New Delhi
63.	Secretary, Department of Scientific & Industrial Research	Technology Bhawan, New Mehrauli Road, New Delhi
64.	Secretary, Ministry of Shipping	Transport Bhawan, Sansad Marg, New Delhi
65.	Secretary, Ministry of Social Justice & Empowerment	'C'-Wing, Shastri Bhawan, New Delhi
66.	Secretary, Department of Disability Affairs	Shastri Bhawan, New Delhi <i>Parshvaram Bhawan C-60</i>
67.	Secretary, Ministry of Statistics & Programme Implementation	Sardar Patel Bhawan, Sansad Marg, New Delhi
68.	Secretary, Ministry of Steel	Udyog Bhawan, New Delhi
69.	Secretary, Ministry of Textiles	Udyog Bhawan, New Delhi
70.	Secretary, Ministry of Tourism	Transport Bhawan, New Delhi
71.	Secretary, Ministry of Tribal Affairs	'A'-Wing, Krishi Bhawan, New Delhi <i>Shastri Bh.</i>
72.	Secretary, Ministry of Urban Development	'C'-Wing, Nirman Bhawan, New Delhi
73.	Secretary, Ministry of Water Resources	Shram Shakti Bhawan, Rafi Marg, New Delhi

(20)

74.	Secretary, Ministry of Women & Child Development	'A'-Wing, Shastri Bhawan, New Delhi
75.	Secretary, Department of Sports	'C'-Wing, Shasti Bhawan, New Delhi
76.	Secretary, Department of Youth Affairs	'C'-Wing, Shastri Bhawan, New Delhi

सं. 17/2/2016-पब्लिक
भारत सरकार
गृह मंत्रालय

अति तत्काल



नार्थ ब्लॉक, नई दिल्ली-110001
दिनांक 14 मार्च, 2016

सेवा में,

14 MAR 2016

1. सभी राज्य सरकारों के मुख्य सचिव
2. सभी संघ शासित क्षेत्र सरकारों के प्रशासक
3. भारत सरकार के सभी मंत्रालयों/ विभागों के सचिव
4. सभी केन्द्रीय सशस्त्र पुलिस बलों के महानिदेशक
5. महानिदेशक, रेलवे सुरक्षा बल
6. महानिदेशक, राष्ट्रीय आपदा मोचन बल
7. महानिदेशक, नागरिक सुरक्षा एवं होम गार्ड्स

विषय :- वर्ष 2016 के लिए जीवन रक्षा पदक पुरस्कार श्रृंखला के लिए सिफारिशें ।

महोदय/महोदया

जीवन रक्षा पदक श्रृंखला के पुरस्कार, डूबने, दुर्घटना के मामलों, आग लगने की घटनाओं, बिजली का करंट लगने, भू-स्खलन होने, पशुओं के हमलों और खानों में बचाव-कार्य आदि घटनाओं में किसी व्यक्ति की जान बचाने के लिए किए गए मानवीय प्रकृति के सराहनीय कार्यों के लिए प्रदान किये जाते हैं । जैसा कि इस पुरस्कार के नाम से ही स्पष्ट है, यह पुरस्कार किसी की जान बचाने वाले व्यक्ति को ही दिया जाता है । यह निम्नलिखित तीन श्रेणियों में प्रदान किया जाता है :-

- (i) सर्वोत्तम जीवन रक्षा पदक - उस स्थिति में प्रदान किया जाता है जब जान बचाने वाले व्यक्ति ने अपनी जान को अत्यधिक खतरनाक परिस्थितियों में डालकर जान बचाने में अदम्य साहस का प्रदर्शन किया हो ।
- (ii) उत्तम जीवन रक्षा पदक - उस स्थिति में प्रदान किया जाता है जब जान बचाने वाले व्यक्ति ने अपनी जान को खतरनाक परिस्थितियों में डालकर जान बचाने में साहस और तत्परता का प्रदर्शन किया हो ।
- (iii) जीवन रक्षा पदक - उस स्थिति में प्रदान किया जाता है जब जान बचाने वाले व्यक्ति ने उन परिस्थितियों में जान बचाने में साहस और तत्परता का प्रदर्शन किया हो जिनमें उसे गंभीर शारीरिक चोटें पहुंची हों ।

2. जीवन के सभी क्षेत्रों के महिला एवं पुरुष इन पुरस्कारों के लिए पात्र हैं । सशस्त्र बलों, पुलिस बलों और मान्यताप्राप्त अग्निशमन सेवाओं आदि के सदस्य इन पुरस्कारों के लिए पात्र हैं बशर्त कि उन्होंने जीवन रक्षक कार्य अपनी सामान्य खूबी के अतिरिक्त किया हो। यह पुरस्कार मरणोपान्त भी प्रदान किया जाता है ।

3. गृह मंत्रालय इन पुरस्कारों के लिए प्रतिवर्ष सभी राज्य सरकारों / संघ शासित क्षेत्र प्रशासनों और भारत सरकार के मंत्रालयों / विभागों से सिफारिशें आमंत्रित करता है। इन सिफारिशों की एक उच्चस्तरीय पुरस्कार समिति द्वारा जांच की जाती है जो अपनी सिफारिशें प्रधानमंत्री एवं राष्ट्रपति को प्रस्तुत करती है।

4. राष्ट्रपति द्वारा अनुमोदन के पश्चात पुरस्कार का अलंकरण अर्थात् पदक तथा प्रमाणपत्र, मौद्रिक भत्ते के डिमांड ड्राफ्ट सहित, संबंधित प्राधिकारियों को भेजा जाता है।

5. पिछले कुछ वर्षों में यह देखने में आया है कि प्राकृतिक आपदाओं, दुर्घटनाओं, उग्रवादी हमलों, डूबने/ आगजनी की घटनाओं के दौरान व्यक्तियों द्वारा किए गए जीवन रक्षा के विभिन्न कार्यों की जानकारी प्रिन्ट और इलेक्ट्रॉनिक मीडिया द्वारा दी जाती है। तथापि, पराक्रम और शौर्य के इन महत्वपूर्ण कार्यों को उन राज्य / संघ शासित क्षेत्र सरकारों एवं प्राधिकरणों द्वारा समुचित रूप से नामांकन न किए जाने के कारण मान्यता नहीं मिल पाती जिनके क्षेत्राधिकार में यह घटित होते हैं। आप यह मानेंगे कि पुरस्कार और अलंकरण किसी व्यक्ति द्वारा की गयी सेवाओं को मान्यता देने के मूर्त प्रतीक होते हैं। ये पुरस्कार दूसरों को भी आवश्यकता के समय इसी तरह के कार्य करने के लिए प्रोत्साहित एवं प्रेरित करते हैं। अतः संबंधित प्राधिकारियों से अनुरोध है कि वे उपयुक्त एवं योग्य व्यक्तियों के नामांकन इस मंत्रालय के विचारार्थ भेजें।

6. पुरस्कारों के लिए सिफारिशें संलग्न प्रपत्र (अनुलग्नक-I) में भेजी जानी होती है। जैसा कि आप प्रपत्र में देखेंगे कि प्रत्येक मामले में जीवन-वृत्त के अतिरिक्त, वर्णनात्मक रूप में एक विस्तृत प्रशस्ति-विवरण भी भेजा जाना होता है जिसमें घटना का क्रमवार ब्यौरा तथा व्यक्ति (बचावकर्ता) की विशिष्ट भूमिका/ योगदान का उल्लेख किया गया हो। प्रत्येक मामले में एक चरित्र और पूर्ववृत्त सत्यापन प्रमाणपत्र भी संलग्न प्रपत्र (अनुलग्नक-II) में प्रस्तुत करना होता है। यह भी नोट किया जाए कि पुरस्कार समिति द्वारा इस पुरस्कार के लिए की गयी सिफारिशों पर कार्य को अंजाम दिए जाने की तारीख से दो वर्षों की अवधि के भीतर विचार किया जाता है। अतः वर्ष 2016 के लिए, 01/10/2014 से पूर्व में घटित जीवन रक्षक घटनाओं के संबंध में इस मंत्रालय के विचारार्थ कोई सिफारिश नहीं भेजी जानी चाहिए।

7. कृपया यह भी सुनिश्चित किया जाए कि वर्ष 2016 के लिए जीवन रक्षा पदक पुरस्कारों के लिए सिफारिशें इस मंत्रालय में 30 सितम्बर, 2016 तक भेज दी जाएं।

संलग्नक : यथोपरि।

भवदीय, P

अनुज शर्मा

(अनुज शर्मा)

निदेशक, भारत सरकार

दूरभाष सं. 2309 2436

जीवन रक्षा पदक पुरस्कार श्रृंखला के लिए प्रपत्र

1. अंग्रेजी में पूरा नाम (बड़े अक्षरों में) :
2. हिन्दी में पूरा नाम (अनिवार्य) :
3. जन्म-तिथि/ आयु :
4. पत्राचार का पूरा पता (दूरभाष संख्या आदि सहित) :
5. घटना की तारीख :
6. बचाए गए व्यक्तियों की संख्या :
7. निकटतम संबंधी का नाम और उससे संबंध :
(मरणोपरान्त पुरस्कार के मामले में)
8. संस्तुत पुरस्कार * अर्थात् सर्वोत्तम जीवन रक्षा पदक, उत्तम जीवन रक्षा पदक अथवा जीवन रक्षा पदक :
9. पुरस्कार के लिए चयन हो जाने की स्थिति में भारतीय स्टेट बैंक की निकटतम शाखा का नाम तथा कोड जिसमें वित्तीय अनुदान का डिमांड ड्राफ्ट देय होगा। (अनिवार्य) :
10. पहले प्राप्त जीवन रक्षा पदक पुरस्कार श्रृंखला का ब्यौरा, यदि कोई है : पुरस्कार :
वर्ष :

प्रशस्ति #

यह प्रशंसात्मक विवरण के रूप में होने चाहिए जिसमें लगभग 200-250 शब्दों में जीवन रक्षक कार्य का पूरा ब्यौरा (क्रम-वार) दिया गया हो (अलग शीट नत्थी करें)।

* संस्तुत पुरस्कार की श्रेणी का निरूपवाद रूप से उल्लेख किया जाना चाहिए।

टिप्पणी: सभी स्तंभ पूर्णतया भरे जाने चाहिए अन्यथा आवेदन निस्त कर दिया जाएगा।

प्रमाण-पत्र

प्रमाणित किया जाता है कि (संस्तुत व्यक्ति (यों) का नाम) के चरित्र एवं पूर्ववृत्त की जांच कर ली गई है और यह पुष्टि की जाती है कि रिकार्ड में कुछ भी उनके प्रतिकूल नहीं है ।

(हस्ताक्षर)

संस्तुत करने वाले प्राधिकारी
का नाम एवं पद नाम
दिनांक :