

IMMEDIATE  
TIME BOUND

From

The District Education Officer,  
UT, Chandigarh

To

All the Heads of Govt./Govt. Aided Schools,  
In UT, Chandigarh.

Memo No. DEO/UT/PA/2022/ 19688-89  
Dated, Chandigarh the 3/8/22

**Subject: State Award to Teachers for the year 2022.**

As you are aware State Award are given to Meritorious and deserving teachers working in all Govt./Govt. Aided Schools of UT, Chandigarh on 5<sup>th</sup> September, every year on the eve of Teacher's Day.

You are therefore, requested to recommend the names of the deserving teachers of your school by **10.08.2022 (in triplicate)**, positively as per the proforma available on the official website of Education Department i.e. [www.chdeducation.gov.in](http://www.chdeducation.gov.in). A copy of criteria of State Award is also enclosed herewith for your ready reference please.

The ACRs for the last five years from 2017-18 to 2022-23, no Enquiry & Complaint Certificate should also be submitted separately in another envelope with the case.

In case of teachers, every certificate submitted in State Award, should be countersigned by the respective Head of the institution. **It is the entire responsibility of the Head of the Institution that each and every certificate authenticated by you is true and best to your knowledge.**

DA/AA

*Maur*  
3/8/2022  
District Education Officer,  
UT, Chandigarh.

CC:-

The Director School Education, Chandigarh Administration w.r.t. memo no. DSE-UT-S2-11(101)97-III/4724 dated 2.08.2022 for information please.

*Maur*  
3/8/2022  
District Education Officer,  
UT, Chandigarh

from pre page:-

It is submitted that a meeting of to review the existing criteria recommend the change(s) in the State Award for the year 2020 held on 22 July, 2020 at 12.00 . In the meeting the following officers were present and approved the following criteria :-

- Dy. Director –I
- Dy. Director –II
- Dy. Director (Administration)
- District Education Officer
- Assistant Director Adult Education

#### Bifurcation of Awards

| S. No | Name of Post                                     | Total Sanctioned Strength | No. of Awards |              |
|-------|--|---------------------------|---------------|--------------|
|       |  |                           | State         | Commendation |
| 1     | Principals                                       | 37                        | 01            | 01           |
| 2     | Heads  | 45                        | 01            | 01           |
| 3     | Lecturers  | 589                       | 02            | 01           |
| 4     | Master / Mistress & Others                       | 2500                      | 03            | 01           |
| 5     | JBTs & NTT                                       | 1398 JBT + 254 NTTs       | 02            | 01           |
| 6     | Other contract / Guest faculty / Samagra Shiksha |                           | 0             | 02           |
| 7     | Principal / Heads / Teachers on Deputation       |                           | 02            | 01           |
|       |  | <b>Total</b>              | <b>11</b>     | <b>08</b>    |

#### Criteria for Teachers

| S. No | Particulars          | Maximum Marks | Details   |
|-------|----------------------|---------------|---|
| 1     | Screening Criteria   |               | <ul style="list-style-type: none"> <li>• 10 years as Minimum Qualifying service</li> <li>• No charge sheet issued under rule 8 of Punjab Civil Service Rules.</li> </ul>  |
| 2     | ACRs                 | 20            | Last 5 years ACRs (Outstanding =4, V.Good=3, Good=2 per year)   |
| 3     | Results Quantitative | 20            | <p>1) In case of all classes: Last 5 years Results: <math>20 \times P/A</math><br/> (P= No. of students passed of all the classes taught by the teacher during the last 5 years.<br/> A= No. of students appeared of all the classes taught by the teacher during the last 5 years.)</p> <p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>• Special weightage of 20% marks (as calculated in (1) above is to be given (on Pro rata basis) to teachers working in schools located in villages / colonies</li> <li>• If teacher has not taught board class in any of the last 5 years, 01 marks will be deducted for each year (Not applicable for JBT &amp; NTT)</li> </ul> <p><b>In case of DPEs, PTIs, Music Teacher</b></p> <ul style="list-style-type: none"> <li>• Number of teams/ parts of teams sent for International / National participation in team events 5 marks for one team / part of one team (maximum 10 marks)</li> <li>• Number of players sent for International / National participation in individual events = 3 marks for one player (maximum 15 marks)</li> </ul> |
| 4     | Result Improvement   | 20            | <p><b>Maintaining / Improving result over the last year:</b></p> <ul style="list-style-type: none"> <li>• If result of last year is 90% or above: 2 marks for every 1% increase / maintaining result 90% or above with fractions.</li> <li>• If result of last year is 80% or above but less than 90%: 1 mark for every 1% increase / maintaining result 80% or above with fractions.</li> <li>• Result of last year is above 60% but less than 80%: 0.5 mark for every 1% increase result for 60% or above with fractions.</li> </ul> <p><b>In case of DPEs, PTIs, Music Teachers:</b></p> <ul style="list-style-type: none"> <li>• Participants / Players sent last year for International /National events – if 5: 4 marks for every one participants / Players for individual events / part of team over and above five Participants / Players.</li> <li>• Participants / Players sent last year for International / National events- if 3: 3 marks for every one Participants / Players for individual event /- part of team over and above three.</li> </ul>                                  |



|    |  |            |   |
|----|--|------------|---|
| 5  | Results Qualitative  | 25         | <p>2) Marks obtained by the students in the last 5 years results :<br/>20*T/M</p> <p>T= Total of marks obtained by all the students of all the classes in the subject(s) taught by the teacher during the last 5 years.</p> <p>M= Total of maximum marks of all the classes in the subject(s) taught by the teacher during the last 5 years.</p> <p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>• Special weightage of 20% marks (as calculated in (2) above) is to be given (on Pro rata basis) to teachers working in schools located in villages / colonies..</li> <li>• If teacher has not taught board class in any of the last 5 years, 01 marks will be deducted for each year (Not applicable for JBT &amp; NTT)</li> </ul> <p>Co-curricular Activities (5 marks)</p> <p>International Participation = 3</p> <p>National position 1<sup>st</sup> = 3</p> <p>National position 2<sup>nd</sup> = 2</p> <p>National position 3<sup>rd</sup> = 1.5</p> <p>State position 1<sup>st</sup> = 2</p> <p>State Position 2<sup>nd</sup> = 1.5</p> <p>State position 3<sup>rd</sup> = 1</p> <p><b>In case of DPEs, PTIs, Music Teachers:</b></p> <ul style="list-style-type: none"> <li>• Number of Gold Medals won by the school team / individual player guided by the teacher = 5 marks for each gold medal (maximum 15 marks)</li> <li>• Number of Silver Medals won by the school team / individual player guided by the teacher = 3 marks for each silver medal (maximum 15 marks)</li> <li>• Number of Brownz medals won by the school team / individual player guided by the teacher = 2 marks for each Brownz medal (maximum 10 marks)</li> </ul> <p><b>TOTAL MAX MARKS : 20</b></p> |
| 6  | Professional Growth  | 6          | <ul style="list-style-type: none"> <li>• Seminars / In-service Training of State / National level: 5 days or more than 5 days during the last 5 years = One mark for each seminar / training. (Maximum: 4 marks) and 02 marks for each residential training outside Chandigarh as per above details.</li> </ul>   |
| 7  | Social / Community Service   | 2          | Social / Community service rendered during the last 5 years   |
| 8  | Experimental Innovations   | 4          | 2 Marks per Innovation  |
| 9  | Publications, if any   | 4          | <p>Author of the book = 4 marks</p> <p>Co-author of the books = 3 marks</p> <p>Articles Published in leading newspaper / magazine = 2 marks</p>   |
| 10 | Worked in Villages / Colony School   | 5          | During the last 10 years, 1 Mark for one year (Maximum: 5 marks)  |
| 11 | Commendations, if any about the reputation of the teacher  | 6          | <p>Commendation certificate by the Chandigarh Administration on Teacher's Day / by NCERT = 4 marks</p> <p>Commendation by DSE = 3 marks for each occasion (maximum 2 occasion)</p> <p>Commendation by Director of any department of Chandigarh Administration = 2 marks for each occasion (maximum 2 occasion)</p> <p>Commendation by Dy. Director / DEO = 1 marks for each occasion (maximum 2 occasion)</p>   |
| 12 | Incharge of clubs/ societies   | 4          | <p>Incharge of NSS/ NCC/ Bharat Scouts and Guides = 2 marks each</p> <p>Incharge of Eco club / cultural club/ any other club / society formed in the school for students activities = 1 marks</p>   |
| 13 | Innovations for Children with Special Needs (CWSN)   | 3          | Modifications / Accommodations provided for facilitation to CWSN in Inclusive classroom.  |
| 14 | Uploading Videos / Resource Material on Govt. Portal related to education.                           | 10         | Two marks for each uploading  |
| 15 | Critical & Creative Thinking   | 6          | Participation as Resource Teacher / Contribution in Material Development.   |
| 16 | Presentation / Interaction by shortlisted candidates i.e. in the multiple of 02 under each category. | 15         | Before the committee to be constituted under the Chairmanship of an officer not below the rank of HOD.  |
|    | <b>TOTAL</b>   | <b>150</b> |   |

### Criteria for Principals / Headmasters

| S. No. | Particulars   | Maximum Marks | Details   |
|--------|---|---------------|---|
|        |   |               | No Weightage  |
| 1      | Screening Criteria  |               | <ul style="list-style-type: none"> <li>10 years as Minimum qualifying service</li> <li>No charge sheet issued under rule 8 of Punjab Civil Service Rules.</li> </ul>  |
| 2      | ACRs  | 20            | Last 5 years ACRs (Outstanding = 4, V. Good=3, Good= 2 per year)  |
| 3      | Results Quantitative (School)                             | 25            | <p>1) Last 5 years Results : <math>20 \times P/A</math><br/> P= No. of students passed during the last 5 years<br/> A= No. of students appeared during the last 5 years.</p> <p>NOTE</p> <ul style="list-style-type: none"> <li>Special weightage of 20% marks (as calculated in (1) above) is to be given (on Pro rata basis) to Heads working in schools located in villages / colonies.</li> </ul> <p>Co-Curricular Activities (Max. 5 MARKS):<br/> Number of teams / parts of teams sent for International / National participation in team events = 2 marks for one team / part of one team (maximum 5 marks). Number of players / participants sent for International / National participation in individual events = 3 marks for one player (maximum 5 marks)</p>  |
| 4      | Result Qualitative (School)                               | 25            | <p>2) Marks obtained by the students in the last 5 years results : <math>20 \times T/M</math><br/> T= Total of marks obtained by all the students of all the classes during the last 5 years.<br/> M= Total of maximum marks of all the classes in all the subject(s) during the last 5 years.</p> <p>NOTE</p> <ul style="list-style-type: none"> <li>Special weightage of 20% marks (as calculated in (2) above) is to be given (on Pro rata basis) to Heads working in schools located in villages / colonies.</li> </ul> <p>Co-Curricular Activities (Max. 5 MARKS): (for last 5 years)</p> <ul style="list-style-type: none"> <li>Number of Gold Medals won by the school team / individual player = 2 marks for each gold medal (maximum 5 marks)</li> <li>Number of Silver Medals won by the school team / individual player = 1 marks for each silver medal (maximum 3 marks)</li> <li>Number of Brownz medals won by the school team / individual player = 0.5 marks for each Brownz medal (maximum 2 marks)</li> </ul> |
| 5      | Professional Growth                                       | 6             | <ul style="list-style-type: none"> <li>Seminars / In-service Training of State / National level: 3 days or more than 3 days during the last 5 years = One mark for each seminar / training. (Maximum: 4 marks) and 02 marks for each residential training outside Chandigarh as per above details.</li> </ul>   |
| 6      | Social / Community Service                                | 3             | Social / community service rendered during the last 5 years   |
| 7      | School Infrastructural improvement with community support | 5             | In last 5 years (one marks per year)  |
| 8      | Activities carried out in schools as a academic leader    | 15            | During the last 5 years. 03 Mark for one year   |
| 9      | Publications, if any                                      | 5             | <p>Author of the book = 5 marks<br/> Co-author of the book = 4 marks<br/> Publication in leading newspaper / magazine = 3 marks</p>   |
| 10     | Worked in villages / colony schools                       | 5             | During the last 5 years. one Mark for one year  |
| 11     | Commendations, if any about the reputation of the Head    | 6             | <p>Commendation certificate by the Chandigarh Administration on Teacher's Day / by NCERT = 4 marks<br/> Commendation by DSE = 3 marks for each occasion (maximum 2 occasion)<br/> Commendation by Director of any department of Chandigarh Administration = 2 marks for each occasion (maximum 2 occasion)<br/> Commendation by Dy. Director / DEO = 1 marks for each occasion (maximum 2 occasion)</p>   |

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|    |   |            |   |
|----|---|------------|---|
| 12 | Other Activities  | 10         | Number of special days /activities organised by the schools other than, assigned by the department = 2 marks per activity during the years but with permission of the department (maximum 5 activities = one mark per year) |
| 13 | Innovations for Children with Special Needs (CWSN)  | 5          | Any innovative activity conducted for inclusion and facilitation of CWSN in school activities during last 5 years = 1 mark for each year during last 5 years = 1 mark for each year.  |
| 14 | Presentation / Interaction by shortlisted candidates i.e. in the multiple of 02 under each category | 20         | Before the committee to be constituted under the Chairmanship of an officer not below the rank of HOD.  |
|    | <b>Total</b>  | <b>150</b> |   |