



GOVERNMENT OF KERALA

No.82/AR 13(1)/2017/P&ARD.

Personnel & Administrative
Reforms (AR 13) Department,
Thiruvananthapuram Dated: 21.08.2017

031532

From

The Principal Secretary to Government.

To

All Additional Chief Secretaries/ Principal Secretaries/ Secretaries
Head of Department's & District Collectors

Sir,

Sub:- P&ARD – PM's Award for Excellence in Public Administration - reg.

Ref:- 1. D.O letter No.K-11011/01/2017 AR-I(5295) dated 09.08.2017

2. Website www.darpg.gov.in

Inviting your kind attention to the reference cited, I am directed to inform that the Govt. of India have announced the PM's Award for Excellence in Public Administration to be presented on Civil Services Day 2018. The details of the identified Priority programmes and Innovative fields for which the awards for 2018 are meant for, are given in the scheme enclosed herewith. For priority programmes, district are eligible to apply and for Innovations, organizations of Central/State Govt. including districts may send applications. Period of consideration for the awards is from 01.04.2016 to 31.12.2017. Each district shall choose at least one priority programme for competing under the scheme and are also advised to complete registration and choosing of their priority programme through online by 10th September 2017. Further details in this regard is available on website of DARPG (www.darpg.gov.in)

Therefore I am directed to request you to register on the portal and choose priority programmes online, under intimation to the Government. Kindly treat it as most urgent.

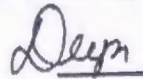
Yours faithfully,

C.Sharmila

Deputy Secretary

For Principal Secretary to Government

Approved for issue


Section Officer

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सत्यमेव जयते

**Scheme for
Prime Minister's Awards for Excellence
in
Public Administration**

August 2017

**Department of Administrative Reforms and Public Grievances
Ministry of Personnel, Public Grievances & Pensions
Government of India**

Prime Minister's Award for Excellence in Public Administration

1. Government of India has instituted a scheme, "Prime Minister's Awards for Excellence in Public Administration" - to acknowledge, recognize and reward the extraordinary and innovative work done by Districts / organizations of the Central and State Governments.

2. The award will be given every year for Excellence in implementing Priority Programme of Government of India and extraordinary and innovative work done by the Organizations of Central/ State Governments / Districts in public governance.

(a) For the awards to be presented on Civil Services Day 2018, the following four priority programmes have been identified:

- i. Pradhan Mantri Fasal Bima Yojana
- ii. Promoting Digital Payments
- iii. Pradhan Mantri Awas Yojana - Urban & Rural
- iv. Deen Dayal Upadhyay Grameen Kaushalya Yojana (DDUGKY)

(b) Awards shall also be given to Organizations of Central/ State Governments / Districts for **Innovations in environment conservation, disaster management, water conservation, energy, education and health, women and child centric initiatives etc..**

3. Eligibility

3.1(a) Awards for implementation of Priority Programme: District / Implementing Unit.

(b) Awards for Innovation: Organizations of Central/ State Governments / Districts.

3.2 Period of consideration for both 3.1(a) & (b) is 1st April 2016 to 31st December 2017.

5

4. Details of Award

- 4.1 Grouping of States/ UTs for awards in Priority Programmes:
To ensure rationality, equity and level-playing field, States/UTs are grouped as under:

Group 1 - North-East States (8) and Hill States (J&K, MP, Uttarakhand) = 11

Group 2 - Union Territories = 7

Group 3 - Remaining States = 18

- 4.2 For each group in an identified Priority Programme, as far as possible, there would be one award. As such the **maximum number of Awards would be 12.**
- 4.3 In addition to the awards in Priority Programmes, **two awards** shall be given to organizations of Central/ State Governments/ Districts for Innovation in Public Governance, of which one shall be given to a Backward District. There would not be any grouping of States.
- 4.4 The award shall consist of a (i) Trophy and (ii) Scroll.
- 4.5 The awarded District/ Organization will be given an incentive of Rs. ten lakh under this Scheme to be utilized for implementation of project/ programme or bridging resource gaps in any area of public welfare.

5. Criteria for evaluation:

- (a) The awards for implementing Priority Programme will be evaluated on the basis of pre-determined parameters in consultation with Line Ministry/ Department.
- (b) The awards for Innovations will be evaluated on the basis of following criteria:
- i. Introducing and implementing an innovative idea/ scheme/project to meet stake holders' requirement.
 - ii. Bringing perceptible improvements in processes/ systems and building institutions.
 - iii. Making public delivery systems responsive, transparent and efficient, particularly by leveraging technology.

- iv. Preparedness/ performance in emergent situations, disasters like cyclone, earthquake, flood etc.

6. Processing of applications:

- 6.1 Online applications shall be invited from Districts / Organizations (**applicant**) in the prescribed format detailing their achievements specifically highlighting path-breaking innovation done by any of the functionary/ organisation.
- 6.2 **Step I- Short-listing of Districts/ Organization by Screening Committee (first stage):** Screening Committee(s) chaired by Additional Secretary level officer shall examine the applications in consultation with nodal Ministry/Department of identified Priority Programme/ theme of innovation. Joint Secretary level officer(s) and expert(s) from the NITI Ayog will be members of the Committee. Screening Committee will be constituted with the approval of Secretary (AR&PG).
- 6.3 **Step II: Short-listing of Districts/ Organizations by Screening Committee (second stage):** Feedback from beneficiaries/ stakeholders shortlisted in the first stage will be obtained through a Call-Centre. Screening Committee(s) will then examine the shortlisted applications on the basis of presentations & analysis of feedback received from Call Centre and further shortlist the applications.
- 6.4 **Step III: Evaluation by Expert Committee:** A two-member team of officers of Central Government, not below the rank of Deputy Secretary, will conduct 'on the spot study' of the implementation of Priority Programmes/ initiative for innovation in Districts/ Organizations shortlisted by the Screening Committee.

Expert Committee chaired by Secretary, Department of Administrative Reforms & Public Grievances will consider the spot study reports and further shortlist the District(s)/ Organizations for making recommendation to the Empowered Committee chaired by the Cabinet Secretary.

Secretaries of the nodal Ministry/ Department of identified Priority Programmes/ theme of innovation and Expert(s) from NITI

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Ayog would be members of the Expert Committee. The Expert Committee would be constituted with the approval of the Cabinet Secretary.

6.5 **Step IV: Recommendation of the Empowered Committee:** The Empowered Committee would be chaired by the Cabinet Secretary. Other members would include Additional Principal Secretary to PM, CEO NITI Aayog and two/ three Non-official members.

6.6 The Empowered Committee would consider the recommendations of the Expert Committee and may also ask the applicants to make a presentation and/ or make such inquiry as deemed fit.

6.7 The Empowered Committee would then make its recommendations to the Prime Minister for final selection of Awards.

6.8 The Empowered Committee shall be constituted with the approval of the Prime Minister.

6.9 **Step V: Approval of the Prime Minister of the Awards.**

7. **Submission of application(s):**

- (i) Applications for the Award shall be received online in the prescribed format. All the columns of the application form must be duly filled as per the instructions contained therein.
- (ii) Application should contain a write-up on the Priority Programme / innovation along with supporting documents like Executive Summary, field photographs (maximum 10), flow charts detailing uniqueness and success story of the initiative. Along with the application, a short film of 3-5 minutes duration highlighting the initiative/ innovation may also be appended.
- (iii) The write up should contain details of the programme/initiative, strategies adopted in implementation, period of implementation, exceptional achievements and outcomes, positive impact and sustainability.
- (iv) The application for award in innovation should contain the details of beneficiaries/ stake holders of the initiatives/ projects.

- (v) For award in innovation, the organization may be represented by the serving Head of the organization or an officer nominated by him/ her for receiving the award.
- (vi) Applications with incomplete/ insufficient details shall not be considered.
- (vii) A legend should be provided for all abbreviations/acronyms used in the application and documentation.
8. In all matters of the Award Scheme, the decision of the Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievances and Pension, Government of India, would be final and binding.

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GOVERNMENT OF KERALA

No.82/AR 13(1)/2017/P&ARD.

Personnel & Administrative Reforms (AR 13) Department, Thiruvananthapuram ,Dated: 14.12.2017

From

The Principal Secretary to Government.

046177

To

All Additional Chief Secretaries/ Principal Secretaries/ Secretaries/ Spl. Secretaries/ Head of Departments/ District Collectors

Sir,

Sub:- P&ARD – PM's Award for Excellence in Public Administration - reg

- Ref:- 1. Government letter of even No. dated 21.08.2017
- 2. Government of India D.O letter No.K11017/01/2017 -AR-1 dated 30.11.2017

Inviting your attention to the reference cited, I am directed to inform that Government of India, vide reference 2nd cited have directed to ensure that all districts which have not yet registered may select the programmes for participating under PM's Award Scheme. The submission of applications from the registered districts shall start from 1st January 2018. The participation of districts and their choice of priority programmes can be done and monitored on PM's Award Portal for which link (<http://nceg.gov.in/pmawards/public/login>) is available on website of DARPG(www.darpg.gov.in). The login details are as follows:

Login ID – MUSER
 Password - muserPMA@2018

Therefore I am directed to request you to ensure the participation at your level positively.

Yours faithfully,
 S.Suresh Kumar
 Under Secretary
 For Principal Secretary to Government

Approved for issue

Section Officer

സർക്കാർ കത്തുകൾ കണ്ടാലും. ഇതുമായി ബന്ധപ്പെട്ട തുടർ നടപടികൾ കൈക്കൊള്ളുവാൻ നിർദ്ദേശിക്കുന്നു.

വിശ്വസ്തതയോടെ,

ഒപ്പ്/-
ഡോ. പി. അനിത ദമയന്തി
കോളേജ് വിദ്യാഭ്യാസ അഡീഷണൽ ഡയറക്ടർ

പകർപ്പ്

1. എല്ലാ ഗവ. കോളേജ് പ്രിൻസിപ്പൽമാർക്കും
2. എല്ലാ ഡെപ്യൂട്ടി ഡയറക്ടർമാർക്കും
(പ്രൈവറ്റ് എയ്ഡഡ് കോളേജുകളുടെ അറിവിലേയ്ക്കും)

// അംഗീകാരത്തോടെ //

സുപ്രണ്ട്

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