

**Government of Jammu and Kashmir
Directorate of School Education Kashmir**

NOTIFICATION FOR NATIONAL AWARD FOR TEACHERS-2013

The Directorate of School Education Kashmir invites attention of Chief Education Officers of Kashmir Division to make nominations for best teacher for National Award for the year 2013 latest by 31th of October, 2012 from their respective districts. Teachers/Masters/ Lecturers/ Principals having fifteen (15) years of regular teaching experience and Headmasters/Lecturers/Principals having twenty (20) Years of regular teaching experience are eligible for the award. Interested Teachers/Masters/Lecturers/Headmasters and Principals may contact respective Chief Education Officers in this regard. No nominations shall be entertained after 31st of October 2012.

The Proforma of the Award can be downloaded from Directorate Website desk.nic.in

Sd/=
Director School Education Kashmir

No: DSEK/CEW/NA/4640.

Dated: 20/09/2012

Government of Jammu and Kashmir
Directorate of School Education Kashmir

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 envelop. The photograph Should not be defaced in anyway

One
photograph
Duly attested

PROFORMA FOR NATIONAL AWARD FOR TEACHER-2013

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, record kept by the Principal, 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.

Particulars of the Teacher/Principal

Part-A

Particulars of the Teacher

1. Name (in Block Letters): _____
2. Designation and complete school address with pin code number, telephone number: _____
3. District: _____
4. State: _____
5. Date of Birth: _____
6. Present Age: _____
7. Date of Superannuation: _____
8. If superannuated, please clarify whether extensions has been given by the Competent Authorities with supporting documents. _____
9. Sex with Marital Status: _____
10. Residential address with Pin Code Number. Telephone Number: _____
11. Permanent address with Pin Code Number _____
12. Whether the School is Primary/Secondary/Sr. Secondary _____
13. Total Service with date of joining as teacher:

Total Serviceyearsmonths
Date of Joining as teacher.....

Service Record

| Name of the institution | Level: Primary/Secondary Etc. | Total enrolment | Period of service with date Months and year | Subjects(s) taught | Classes taught | Results at public or Annual Examination (s) | Any other responsibility discharged |
|-------------------------|-------------------------------|-----------------|---|--------------------|----------------|---|-------------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
| | | | | | | | |

14. Total experience.

Period

| | From | To |
|----------------|------|----|
| Teaching | | |
| Administrative | | |
| Other | | |
| Total | | |

PART-B

I

15. In the case of Primary School Teachers, what concrete steps has the teacher taken to increase in the school and to avoid dropouts? Given enrolment/retention percentage figures for the last three years of school and District to show the progress made in achieving universalization 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 the last five years? What steps has the teacher taken to avoid dropouts?
17. What has been the teacher's class result in Board Examination? 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% weight age 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 instructions 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 school? 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 above.

PART- C

Remarks 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 School/ Education Officer.

*District Inspector of Schools
Education Officer with stamp*

PART-D

REMARKS/RECOMMENDATIONS OF THE DISTRICT COMMITTEE:

Chairman of District Committee.

PART-E

RECOMMENDATIONS BY THE STATE COMMITTEE

Chairman of the State Committee