

GOVERNMENT OF TRIPURA
OFFICE OF THE DIRECTOR GENERAL OF POLICE
TRIPURA :: AGARTALA.

No.F. M.I (Medal)/CMCS/PHQ/19/ 589-627(3)

Dated 20/01/2020

To

- 01-19. The SsP (West)/(South) / (North) / (Dhalai)/ (Unakoti) / (Khowai)/ (Gomati)/ (Sepahijala)/ (SB)/ (Security)/ (Anti Narcotics)/ (Comn)/ (Proc.)/ (SCRB)/ (Traffic)/ (GRP)/ (MTF)/ (Serious Crime)/ (Cyber Crime), Tripura.
20. The Principal, KTD Singh PTA, Narsingarh, Tripura.
- 21-38. The Cos. (HG)/ (BW HG Bn)/ (CTI)/ (SAF)/ (TSR-I)/ (TSR-II)/(TSR-III)/ (TSR-V) / (TSR-VI)/(TSR-VII)/ (TSR-VIII)/(TSR-IX)/(TSR-X) / (TSR-XI)/ (TSR-XII)/ (TSR-XIII) Bns./ CIAT School & ACRR TSR Trg. Centre, Tripura.

Subject: - **Chief Minister's Civil Service Awards for Excellence in Public Administration.**

Sir,

Please forward proposal/ nomination for award of Chief Minister's Civil Service Awards for Excellence in Public Administration as per prescribed format and guideline which are available in Tripura Police website, by 04/02/2020 for further necessary action.

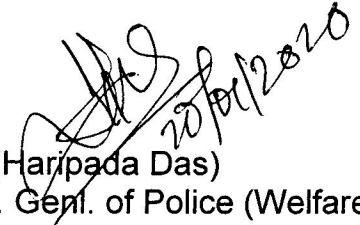
Yours sincerely,


(Haripada Das)

Asstt. Inspr. Genl. of Police (Welfare)
Tripura

Copy to:-

- ✓ The Addl. SP, E-Gov. Cell, PHQ. He is requested to display the same letter alongwith enclosures (7 sheets) in Tripura Police website immediately.


(Haripada Das)

Asstt. Inspr. Genl. of Police (Welfare)
Tripura

GOVERNMENT OF TRIPURA
OFFICE OF THE DIRECTOR GENERAL OF POLICE
TRIPURA :: AGARTALA.

No. 1613-50 (3) / F. M.I (Medal)/CMCS/PHQ/19

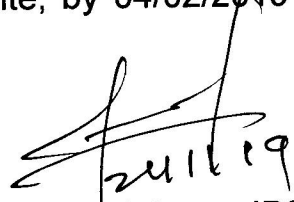
Dated 24 /01/2019.

To

- 01-18. The SsP (West)/(South) / (North) / (Dhalai)/ (Unakoti) / (Khowai)/ (Gomati)/ (Sepahijala)/ (SB)/ (Security)/ (Anti Narcotics)/ (Comn)/ (Proc.)/ (SCRB)/ (Traffic)/ (GRP)/ (MTF)/ (Serious Crime), Tripura.
19. The Principal, KTD Singh PTA, Narsingarh, Tripura.
- 20-37. The Cos. (HG)/ (BW HG Bn)/ (CTI)/ (SAF)/ (TSR-I)/ (TSR-II)/(TSR-III)/ (TSR-V) / (TSR-VI)/(TSR-VII)/ (TSR-VIII)/(TSR-IX)/(TSR-X) / (TSR-XI)/ (TSR-XII)/ (TSR-XIII) Bns./ CIAT School & ACRR TSR Trg. Centre, Tripura.

Subject: - Chief Minister's Civil Service Awards for Excellence in Public Administration.

Please forward proposal/ nomination for award of Chief Minister's Civil Service Awards for Excellence in Public Administration as per prescribed format and guideline which are available in Tripura Police website, by 04/02/2019 for further necessary action.

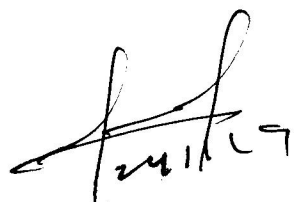


(Manchak Ipper, IPS)
Asstt. Inspr. Genl. of Police (HQr)
For Director General of Police
Tripura

Copy to:-

✓ 1

The Addl. SP, E-Gov. Cell, PHQ. He is requested to display the same letter alongwith enclosures (7sheets) in Tripura Police website immediately.



(Manchak Ipper, IPS)
Asstt. Inspr. Genl. of Police (HQr)
For Director General of Police
Tripura

**Scheme for
Chief Minister's Civil Service Awards
for Excellence in
Public Administration**

December, 2018

**General Administration (Administrative Reforms)
Department
Government of Tripura**

Scheme for
Chief Minister's Civil Service Awards for Excellence in Public
Administration, December, 2018: Guidelines

Priority Programmes and Innovation

1. The Government of Tripura has instituted a Scheme, known as the "**Chief Minister's Civil Service Awards for Excellence in Public Administration**" to acknowledge, recognize and reward the extraordinary and innovative work done by Districts of the State.
2. The awards will be given for Excellence in implementing the identified **Priority Programmes** of the Government and extraordinary and innovative work done by the Districts in the State Administration.

- i) For the awards to be presented on Civil Services Day on 21st April every year the following Priority Programmes have been identified:-

Sl. No.	Name of the Priority Scheme	Name of the Department
1	Pradhan Mantri Krishi Sinchai Yojana (PMKSY)	Agriculture
2	Pradhan Mantri Ujjwala Yojana	Food, C.S & C.A
3	Ayushman Bharat-Pradhan Mantri Jan Arogya Yojana	Health & Family Welfare
4	Pradhan Mantri Sahaj Bijli Har Ghar Yojana (SAUBHAGYA)	Power
5	Unnat Jyoti Affordable LEDs for All Yojana (UJALA)	Power
6	Pradhan Mantri Awaas Yojana (PMAY- Gramin)	Rural Development
7	Pradhan Mantri Awaas Yojana (PMAY-Urban)	UDD
8	MGNREGA	Rural Development
9	Swachh Bharat Mission-Gramin (This will include ODF District/Clean Hospital etc.)	PWD(DWS)/Health
10	Swachh Bharat Mission-Urban (This will include ODF District/Clean Hospital etc.)	UDD/Health
11	Best ICDS District (Quality intervention of running the ICDS schemes including cleanliness in ICDS Centres)	SW & SE
12	Chief Minister's B.Ed. Anuprerana Yojana for interest subsidy on educational loans availed of by	Higher Education

	meritorious students, domiciled in Tripura for pursuing B.Ed.	
13	Rashtriya Uchchatar Shiksha Abhijan (RUSA) (District having the best schools - Accreditation in sports will also be taken into consideration.)	Higher Education
14	Fishery related livelihood project (Best livelihood District)	Fisheries
15	Animal Husbandry related livelihood project (Best livelihood District)	ARDD
16	Bamboo Plantation	Forests
17	PMEGP	Industry and Commerce
18	SWABALAMBAN/NRLM	Industry and Commerce/RD
19	Atal Jaldhara Yojana	PWD(DWS)

- ii) Two (2) awards will also be given to Districts or to any department at the State level for **Innovations in environment conservation, disaster management, water conservation, energy, education and health, women and child centric initiatives etc.**

3. Eligibility:

- i) Awards for implementation of priority programme will be considered for a district.
- ii) Awards for innovation will be considered for a district or for the State as a whole of any department.

4. Period for consideration of the Award: 1st April 2018 to 31st December 2018.

5. Number of Awards :

- i) For each priority scheme there will be 1 (one) award for the best performing district.
- ii) 2(two) best innovative schemes/area will be considered for a district or for the State.

6. Value of Award: The award shall consist of a (i) Scroll/Citation/Certificate and (ii) an Incentive of Rs. 50,000/- (Rupees Fifty thousand).

7. **Criteria for Evaluation :**

- i) The awards for implementing Priority Programmes will be evaluated on the basis of pre-determined parameters to be finalized by the Expert Committee at the initial stage and by the Empowered Committee at the subsequent stage.
- ii) The awards for innovation will be evaluated by the Expert Committee at the initial stage and by the Empowered Committee at the subsequent stage on the basis of following criteria:-
 - a) Introducing and implementing an innovative idea/scheme/project to meet stakeholders' requirement.
 - b) Bringing perceptible improvement in processes/systems and building institutions.
 - c) Making public delivery systems responsive, transparent and efficient, particularly by leveraging technology.
 - d) Preparedness/performance in emergent situations, disasters like cyclone, earthquake, flood etc.
 - e) Or any other criteria as may be determined by such Committees.

8. **Processing of Application :**

- i) Applications (Online/Manual) will be invited from the districts by the Secretaries of the concerned departments for the priority programmes. In case of 'Innovation award', the Secretary, GA (AR) will invite the applications from the District level officers or any of the concerned department in the relevant field.
- ii) **Short-listing of applications** of Districts/State departments by the **Expert Committee (First Stage of Evaluation of Applications) Step-I:**
 - (a) This Committee will be chaired by the Secretary of the concerned Department as per the priority scheme mentioned in Para 2(i). The Secretary, GA (AR) Department or any other officer of the same Department authorized by him will be the Member-secretary. One or two domain experts/officers may be co-opted as members of

the Committee for better evaluation, if needed by the Secretary (Chairman) of the Committee. The Chairman will set the methodology of evaluation of applications. The Committee upon 1st Stage Evaluation will recommend the best two nominees for each award to the Empowered Committee for final evaluation.

(b) In case of 'Award for Innovations', the Secretary, GA (AR) Department will chair the Committee for the 1st Stage Evaluation. He will co-opt one/two domain experts/officers as members of the Committee from the concerned departments pertaining to the field/area as mentioned in Para 2 (ii) for the purpose of evaluation. Upon evaluation, the Committee will recommend 4 (four) best nominees to the Empowered Committee for final evaluation.

(c) The Expert Committee will finalize the 1st Stage of evaluation and place its recommendation of nominees for consideration before the Empowered Committee by 15th March, 2019.

iii) **Recommendation of the Empowered Committee (Second Stage of Evaluation): Step-II:**

(a) The Empowered Committee will be chaired by the Chief Secretary. Other members may be the Principal Secretary of the GA (P&T) Department and one/two Secretaries-in charge of other department(s) as may be considered by the authority. The Secretary of the GA (AR) department will be the Member-Secretary of this Committee.

(b) The Empowered Committee will consider the recommendations of the Expert Committee and may also ask the shortlisted applicants/nominees to make presentations.

(c) The Empowered Committee will then make its recommendations by 31st March, 2019 to the Chief Minister for final selection of Awardees.

iv) **Step-III: Approval of the Chief Minister for the Awards/Awardees.**

v) All Committees will be constituted with the recommendation of the Chief Secretary and approval of the Hon'ble Chief Minister.

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

- i) Applications for the Award shall be received online/manual.
- ii) Application should contain a write-up on the Priority Programme/Innovation along with supporting documents like executive summary, field photographs.
- 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/stakeholders of the initiatives/projects.
- v) For the awards the Districts or any Department of the State government will be represented by the DM & Collector or serving Head of the department (in case of innovation award) or an officer nominated by him/her for receiving the award.
- vi) Applications with incomplete/insufficient details shall not be considered.
- vii) It is mandatory for all districts to apply for all the priority programmes or innovation schemes.

10. **Review of Scheme/Revision of Guidelines:** In all matters of the Awards Scheme, the decision of the Department of Administrative Reforms, Government of Tripura, would be final and binding. The State Government may review and select the priority/innovative schemes from time to time for the purpose of Civil Service Awards. The guidelines are also to subject to revision and may be circulated accordingly.

11. **Giving away the Awards:** 21st April every year on the occasion of the observance of the Civil Service Day.

CHIEF MINISTERS' CIVIL SERVICE AWARD NOMINATION FORMAT

1. Nomination:

i) Department :

ii) Category :

2. Title of the initiative/work undertaken
in the Priority Sector/Innovation :

3. Details of the initiative/work with
Photographs (not exceeding 5) :

4. Role played by the nominated
Officer. :

5. Uniqueness of the initiative in the
Following categories:

- a. Innovation :
- b. Improvement :
- c. Policy making :
- d. Achievement :
- e. Implementation :
- f. Service delivery :
- g. Savings etc. :

6. Outcome of the initiative :

Signature of the Officer

Recommendation of the Head of the Department

Recommendation of the Secretary of the Department