VERSION 2

GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY

NATIONAL COUNCIL FOR SCIENCE & TECHNOLOGY COMMUNICATIONS DIVISION

NATIONAL AWARDS

FOR

SCIENCE & TECHNOLOGY COMMUNICATION

CODE OF PROCEDURE

CONTENTS

Section No.	Section	Page nos.
I	Description of the awards	2
II	Eligibility for the awards	3
III	Periodicity of the awards	3
IV	Authorities eligible to nominate	4
V	Processing of the nominations	5
VI	Evaluation and selection of the awards	4-5
VII	Presentation of the awards	5
VIII	General	5-6
IX	Format of Application Part I Part II Part III	7 - 14
X	Check list	15

CODE OF PROCEDURE

Section - I: Description of the awards

The following awards shall be presented every year to an individual or an institution for outstanding contribution in the field of science and technology communication and promoting scientific temper which has created significant impact in the country during the last five years. The awards carry a citation, a memento and cash award.

Category	Description of the awards	The awards carry cash amount as indicated below
A	National Award for Outstanding Efforts in Science & Technology Communication in general	Rs.2,00,000/- (Rupees Two Lakh)
B	National Award for Outstanding Efforts in Science & Technology Communication through Print Media including Books and Magazines	Rs.1,00,000/- (Rupees One Lakh)
C	National Award for Outstanding Efforts in Science & Technology Popularization among Children	Rs.1,00,000/- (Rupees One Lakh)
D	National Award for Outstanding Efforts in Translation of Popular Science & Technology Literature in languages mentioned in the eighth schedule of the Constitution of India and in English	Rs.1,00,000/- (Rupees One Lakh)
E	National Award for Outstanding Efforts in Science & Technology Communication through Innovative and Traditional methods	Rs.1,00,000/- (Rupees One Lakh)
F	National Award for Outstanding Efforts in Science & Technology Communication in the Electronic Medium	Rs.1,00,000/- (Rupees One Lakh)

Section - II: Eligibility for the awards

1. The awards are open to all Indian citizens as well as to institutions registered in India or created by the Central/ State governments/ Union Territories.

2. To be eligible for the awards, it is required that an Indian citizen/ non government organization / institution registered in India is recommended in writing by a competent authority as defined in Section IV.

3. Individuals who are employed in the Ministry of Science and Technology are not eligible for these awards.

4. Recipient of a particular award shall be considered for the same award only after a period of 10 years and for a different award after five years.

5. Nominee should be above 35 years of age on the date of nomination and be alive on the date of award.

6. An organization/ institution shall be eligible for the award if it has rendered more than 10 years of promotional activity in the field of science communication after its registration.

7. Individuals who are/were employed in an organization promoted and financed by state government or the central government or in the respective governments and whose primary job/duty/responsibility is/was promotion of Science and Technology communication are ineligible for the awards unless such contribution has been after retirement etc. from such an organization/government.

Section - III: Periodicity of the awards

1. The awards shall be conferred annually.

2. If, however, it is considered that none of the recommendations merit recognition, no award shall be given.

Section - IV: Authorities eligible to nominate

1. Heads of national science academies, Presidents of professional science and engineering societies, Vice Chancellors, Registrars of Universities, Directors of research laboratories, Heads of Departments in Central and State Governments dealing with the science subjects, Heads of recognised scientific organizations, Chairmen of registered S & T based voluntary organizations.

2. Chairperson/President of registered voluntary organization working in the field of Science and Technology particularly Science and Technology Communication.

3. Every year a circular letter to the aforesaid agencies shall be issued by the Ministry of Science & Technology (hereinafter referred to as "the Ministry"), inviting nominations for the said awards. In addition wide publicity shall also given to the awards through the media. The nomination shall be submitted in the prescribed proforma.

Section - V: Processing of nominations

1. Processing of nominations received for the awards shall be made by the National Council for Science & Technology Communication in the Ministry.

2. Only completed applications in all respects shall be put up before the Selection Committee for consideration.

Section - VI: Evaluation and selection of the awards

1. The final selection of the awards shall be made by a Selection Committee to be constituted by the Ministry. The term of the Selection Committee shall be three years.

2. The Selection Committee shall consist of nine (9) members who shall be Indian nationals. The quorum of the meeting shall be five (5) members.

3. If a member of the Selection Committee retires or dies or otherwise resigns or demits his/her membership before the expiry of the term of his/her office, another member shall be appointed in his place for the unexpired period of the term.

4. The non-official members of the Selection Committee shall be entitled to travelling and daily allowance in accordance with the Financial Rules and procedures as applicable in the Government of India.

5. The decision of the Selection Committee shall be by a majority vote. In the event of the votes on both sides being equal, the Chairperson presiding over a particular meeting shall have a casting vote.

6. The Selection Committee shall decide on the awards by the First Week of February, every year.

7. Decisions of the Selection Committee shall be final.

Section – VII : Presentation of the awards

1. The awards, as far as possible, shall be presented at New Delhi at a special ceremony/function to be held on the 28th February, on the National Science Day, every year.

2. The awardees shall be invited to receive the awards in person and also to address the gathering on the subject connected with the work recognized for the awards.

3. Payment of amount of the awards: The Ministry shall make payment of the awards at the awards ceremony through an account payee demand draft/banker's cheque, as the case may be.

4. Non-acceptance of the awards: Before the announcement of conferment of the awards, the concurrence of the prospective awardees shall be ascertained. However, even after giving such acceptance, if an awardee declines to accept the award, the award money shall immediately revert to the Ministry. If an awardee accepts the award and yet fails to draw the amount within the validity period, the amount shall also revert to the Ministry.

Section – VIII : General

1. Any member of the Selection Committee shall be competent to propose an amendment in the Code. However, final decision in the matter shall be taken by the Ministry.

2. The necessary finance for the awards and for all expenses incidental thereto shall be provided by the Ministry.

3. The secretarial assistance for the Award shall be provided by the NCSTC Division, Department of Science & Technology, Ministry of Science & Technology or other agency as the Ministry may decide from time to time.

NATIONAL AWARD FOR SCIENCE & TECHNOLOGY COMMUNICATION

FORM 1

FORMAT FOR AN INDIVIDUAL NOMINEE

Category	**A**	**B**	**C**	**D**	**E**	**F**

(Please encircle in which category you wish your nomination to be considered)

Part I

1. Full name (in block letters) : ----------
2. Designation: ----------
3. Institute/ Organization: ----------
4. (a) Address for correspondence :----------

Self attested passport size photograph (Attach photostat copy of identity proof)

i) Phone no. (Work):

(Home):

ii) Mobile no.

iii) Fax no.

iv) E-mail:

(b) Permanent address **:** ----------

---

5. Date of birth (Attach proof)

6. Academic Qualifications:

Sl. no	Exams/ Degree	Board/ Institution/	Year of passing	Subjects	Division/ position

(Attach photostat copies)

7. Subject of study/research:

8. Area of specialization:

9. Details of professional experience (Period and description of work in chronological order):

10. Please specify details of notable contribution during the last **FIVE years** in the field of chosen category in Science & Technology Communication (not more than 500 words) (Attach proof):

11. List of publication/books/articles etc: (Attach photostat copies)

12. Details of awards/honours received, if any (Attach photostat copies)

13. Justification in support of your suitability for the award (in100 words).

14. Declaration:

I certify that the information provided above is correct in all respect.

Date: (Signature)
Place: Name: ----------

Attachments (Self attested photostat copies):

1. Identity proof (Passport/Election ID Card/Govt. Authorized ID Card/Driving License/Pan Card)
2. Date of birth certificate
3. Certificates of academic qualifications
4. Proof of the notable contribution
5. Publications/ books//articles etc.
6. Proof of awards/honours received

Part II

Brief resume of the nominator:
(within 100 words)

Brief description by the nominator of the outstanding contribution made by the nominee:
(within 200 words)

_____is recommended for the National Award under the category
(Name of the nominee)

A	B	C	D	E	F

(Please encircle)

Date:

Place: Nominator's signature:

Nominator's name:

Address with pincode:

Phone

Fax:

E-mail :

Part-III

SUMMARY SHEET

Category	A	B	C	D	E	F

(Please encircle in which category you wish your nomination to be considered)

1. Category :
2. Name :
3. Designation :
4. Organisation, if any :
5. Address:

   Phone :

   Fax :

   E-mail :

6. Date of birth :
7. Details of the Nominator :
   a) Name :
   b) Designation :
   c) Address :

      Phone :

      Fax :

      E-mail :

8. Major contribution (500 words as given in para 9 of Part-I)

NATIONAL AWARD FOR OUTSTANDING CONTRIBUTION IN SCIENCE & TECHNOLOGY COMMUNICATION

FORM 2

FORMAT FOR INSTITUTIONAL NOMINEE

Category	A	B	C	D	E	F

(Please encircle in which category the nomination of your organization is to be considered)

Part I

1. Full name (in block letters) ----------

2. Address ----------

   ----

   i) Phone no.

   ii) Mobile No.

   iii) Fax no.

   iv) E-mail:

3. Date and no. of registration:
   (Attach copies of registration certificate Memorandum of Association, Articles of Association)

4. Whether operating in own premises or in rented premises:

5. The details of the managing committee, qualification of the members and their *inter-se* relationship:

6. Total staff strength of the Institution:

7. Date on which the last election of the members of the managing committee was held:

8. Sources of funding:

9. Details of notable contribution during the last **FIVE years** in the field of chosen category in Science & Technology communication (not more than 500 words) :

10. Justification in support of your suitability for the award (in100 words).

11. Declaration:

Resume shall include following details:

1. Name and Designation

Details of the organization with which nominator is associated. In case of non-government organization its objectives as per its constitution/annual repots of for the last two years, Performa in the sphere of S&T Communication.

I certify that the information provided above is correct in all respect.

Date: (Signature)
Place: Name: ----------

Attachments (Self attested photostat copies):

I. Certificate of Registration, Memorandum and Articles of Association.

II. Minutes of the General Body meeting held during last five years.

III. Annual Reports and Audited Annual Accounts for the last five years.

IV. Copies of publications/books/articles etc.

V. Copies of awards/honours received.

Vi. proof of notable contribution.

Part II

Brief resume of the nominator:
(within 100 words)

Brief description by the nominator of the outstanding contribution made by the institute (within 200 words):

_____is recommended for the National Award under Category
(Name of the institute)

A	B	C	D	E	F

(Please encircle)

Date:

Place: Nominator's Signature:

Nominator's Name:

Address with pincode:

Phone:

Fax:

E-mail :

Part III

SUMMARY SHEET

Category	A	B	C	D	E	F

(Please encircle in which category the nomination of your organization is to be considered)

1. Category :
2. Name of the Institute :
3. Address:

   Phone :

   Fax :

   E-mail :
4. Date of registration :
5. Details of the nominator :
   a) Name :
   b) Designation :
   c) Address :

      Phone :

      Fax :

      E-mail :
6. Major contribution (500 words as given in para 9 of Part-I)

Check List

1. Name and Designation:

2. Date of Birth:

3. Status of organization where working, if any:

4. (a) Status of the nominator:

   (b) Recommendation of the nominator (Part II)

5. Notable contributions during the last five years in the field (Claim 10 of Form 1)