

वी. श्रीनिवास, आई.ए.एस.

V. Srinivas, IAS

सचिव

SECRETARY



सत्यमेव जयते



आजादी का
अमृत महोत्सव

भारत सरकार,

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय,
प्रशासनिक सुधार और लोक शिकायत विभाग,

सरदार पटेल भवन, संसद मार्ग,

नई दिल्ली-110001

GOVERNMENT OF INDIA

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS,

DEPARTMENT OF ADMINISTRATIVE REFORMS & PUBLIC GRIEVANCES

SARDAR PATEL BHAWAN, SANSAD MARG,

NEW DELHI-110001

DO No. K-11025/10/2022-AR-DARPG (7881)

Dated: 03.11.2022

Dear Secretary,

Please refer to my DO letter dated 15.09.2022 regarding the Prime Minister's Awards for Excellence in Public Administration 2022 (copy enclosed along with the Awards scheme document). Department of Administrative Reforms & Public Grievances are presently inviting applications for Prime Minister's Awards for Excellence in Public Administration, 2022 on the portal pmawards.gov.in. The last date of submission of online applications is 28.11.2022.

2. As per the scheme for Prime Minister's Awards, there is a category for 'Innovations (General)' which has a total of eight awards - 2 each for Central and State level innovations and 4 awards for District level innovations. It is informed that as on date only five nominations/applications have been registered by Central Ministries/Departments/Organizations under this category.

3. In view of the above, it is requested to kindly sensitize the Organizations under your Ministry/Department to register and apply for the Prime Minister's Awards, 2022 under the Innovations category.

With best regards,

Yours sincerely,

(V. Srinivas)

Encl: As above

Secretaries to Govt. of India
(All Ministries / Departments)



सूचना का
अधिकार

AD/Award

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Please Visit our Website : <http://darpg.gov.in>, <http://goicharters.nic.in>

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सत्यमेव जयते

**Scheme for
Prime Minister's Awards for Excellence
in
Public Administration 2022**

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

Prime Minister's Awards for Excellence in Public Administration 2022

1. Government of India has instituted a scheme in 2006 namely, “The 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. The Scheme was restructured in 2014 for recognizing the performance of District Collectors in Priority Programs, Innovations and Aspirational Districts. The Scheme was restructured again in 2020, to recognize the performance of District Collectors towards economic development of the District. The Scheme was revamped with a new approach in 2021 with the objective to encourage Constructive Competition, Innovation, Replication and Institutionalisation of Best Practices. Under this approach, emphasis would be on good governance, qualitative achievement and last mile connectivity, rather than only on achievement of quantitative targets. With this in focus, the applications for Awards would be evaluated on three parameters; Good Governance, Qualitative and Quantitative.
2. It is expected that all the Districts participate in this Scheme of Prime Minister’s Awards for 2022. The Prime Minister’s Awards for Excellence in Public Administration under this new scheme shall be conferred by the Hon’ble Prime Minister.

Prime Ministers Awards for Excellence in Public Administration Scheme 2022:

3. For the year 2022, the scheme for Prime Minister’s Awards for Excellence in Public Administration aims to recognize the contribution of civil servants in:
 - i. Promoting Swachh Jal (Clean Jal) through Har Ghar Jal Yojana
 - ii. Promoting Swasth Bharat (Healthy Bharat) through Health & Wellness Centres
 - iii. Promoting quality education with an equitable and inclusive classroom environment through Samagra Shiksha
 - iv. Holistic Development through Aspirational District Programme – overall progress with special focus on saturation approach
 - v. Innovations

Towards the above stated approach, the applications for the award would be required to cover all the aspects of implementation of a scheme in holistic manner, such as,

activities covering production stage, quality control, governance and outcomes. Any application for the awards is expected to comprise three parts:

i) Governance: To include governance model to implement the programme, capacity/ skill of deployed Human Resource (HR), capacity building mechanism for HR deployed in the implementation, methodology to enhance transparency, Public Grievance redressal mechanism and its functioning, technology driven governance architecture.

ii) Qualitative: Quality Control mechanism, Jan Bhagidari, Capacity Building/ skilling for quality control, Behavioural change brought about through the scheme, feedback mechanism and impression of beneficiaries covered under the scheme.

iii) Quantitative: to include quantifiable parameters to assess the scheme in holistic manner and covering all the stages of implementation of a programme.

With the emphasis on the above, the parameters for evaluation would include quantifiable parameters to be laid down by the concerned Nodal Department for that Award and broad indicators for qualitative and governance to be provided by the Department (DARPG), on which the specific and detailed information, along with evidence would be provided in the application. The Districts and the implementing agencies would be expected to emphasize such elements in the strategy that have enhanced quality and good governance in the scheme. The elements of good governance that are to be promoted include measures towards:

- I. Enhancing transparency and checking corruption.
- II. Effectiveness of administration and regulatory quality
- III. Accountability
- IV. Inclusiveness and community participation
- V. Grievance Redressal mechanism and feedback system
- VI. Quality and Capability of Human Resource and mechanism of capacity building
- VII. Replicability and Sustainability
- VIII. Convergence of schemes

Further, the good governance practices and methodology vary among the Districts/ implementing agencies. The measures introduced to strengthen the scheme administrative architecture on the above stated eight parameters may be included in the applications. In assessment of an application for all the Awards the overall weightage for Quantitative, Governance and Qualitative parameters shall be 50%, 30% and 20% for the year 2022.

Since “Jan Bhagidari” is an important plank of implementation of government schemes, this would be analysed by following ecosystem approach, where the contribution of Jan Bhagidari at all the stages of implementation, such as mobilisation, production, quality control, seeking feedback of persons covered, as well as implementation of scheme shall be assessed. Further, additional weightage would be given to such applications where the Jan Bhagidari is successfully deployed through novel approaches.

4. The Innovations category has traditionally received the highest number of nominations. The scheme aims to recognize Innovations at National/ State / District level in 3 separate categories. The scheme will aim to recognise and award projects which demonstrate a high level of impact, sustainability and replicability. Towards this, along with the evidence of impact of innovation, random feedback of citizens, sustainability plan/ roadmap for the innovative practice, a tool-kit for replication would be required to be mandatorily provided by the concerned applicant. Further, such an innovation model is desired to be part of implementation of an ongoing scheme or pertain to governance, rather than being a stand-alone innovation. The impact of such an innovation in overall achievement/ implementation of scheme would be assessed and the applications would be expected to include supportive evidence/ data.

5. Award categories:

5.1 The category wise schemes which are identified for evaluation are as follows:

(a) Scheme 1: Promoting Swachh Jal (Clean Jal) through Har Ghar Jal Yojana

Announced by Hon'ble Prime Minister on 15th August 2019, Jal Jeevan Mission (JJM) is implemented in partnership with States, to make provision of potable tap water supply to every rural household and public institutions like Schools, Anganwadi centers, Ashramshalas, healthcare centers, etc. of the country by 2024. It is envisaged that every household and these public institutions will have potable water supply in adequate quantity of prescribed quality on

a regular and long-term basis. The focus is on service delivery, rather than mere infrastructure creation. To implement the mission, institutional arrangements at various levels have been made and State's Public Health Engineering Department (PHED)/ Rural Water Supply (RWS) Departments play a critical role in the mission. A sense of ownership is to be instilled among the local village communities as they are at the center of this mission.

To bring transparency and effective monitoring, an online 'JJM dashboard' has been put in place, which provides State/ UT, district and village-wise progress as well as information regarding the provision of tap water supply to rural homes, schools, Anganwadi Centers (AWCs), Ashramshalas etc. The dashboard can be accessed by typing 'JJM dashboard' on browsers/search portals etc.

Two awards will be given for this scheme.

(b) Scheme 2: Promoting Swasth Bharat (Healthy Bharat) through Health & Wellness Centres

The first Ayushman Bharat-Health and Wellness Center (AB-HWC) was launched by Hon'ble Prime Minister on the 14th of April 2018 at Jhangla in Bijapur District of Chhattisgarh. The Ayushman Bharat - Health and Wellness Centres (AB-HWCs) Programme is an attempt to move from a selective approach to health care to deliver comprehensive range of services spanning preventive, promotive, curative, rehabilitative and palliative care.

It has two components, 1,50,000 Health and wellness Centres (AB-HWCs) will be created to deliver Comprehensive Primary Health Care, that is universal and free to users, with focus on wellness and the delivery of expanded range of services closer to the community. AB-HWCs are envisaged to deliver expanded range of services that go beyond Maternal and Child Health care services to include care for non-communicable diseases, palliative, and rehabilitative care, Oral, Eye and ENT, Mental health and first level care for emergencies and trauma, including free essential drugs and diagnostic services.

Two awards will be given for the scheme.

Scheme 3: Promoting quality education with an equitable and inclusive classroom environment through Samagra Shiksha

Samagra Shiksha is an overarching programme for the school education sector extending from pre-school to class 12 and has the broader goal of improving school effectiveness. It envisages the 'school' as a continuum from pre-school, primary, upper primary, secondary to Senior Secondary levels. The scheme has now been aligned with the recommendations of

National Education Policy (NEP) 2020 to ensure that all children have access to quality education with an equitable and inclusive classroom environment which should take care of their diverse background, multilingual needs, different academic abilities and make them active participants in the learning process. The major interventions, across all levels of school education, covered under the scheme are: (i) Universal Access including Infrastructure Development and Retention; (ii) Gender Equity and Inclusive Education; (iii) Digital initiatives; (iv) RTE Entitlements including uniforms, textbooks etc; (v) Sports and Physical Education; and (vi) Strengthening of Teacher Education.

The Scheme is implemented in all districts of India and parameters are monitored through the Unified District Information System for Education (UDISE) portal.

Two awards will be given for the scheme.

(c) Scheme 4: Holistic Development through Aspirational District Programme – overall progress with special focus on saturation approach -

The awards will be given for the totality of the performance under the Aspirational Districts Program. Assessment of overall performance of the Aspirational Districts along various parameters will be made. The Aspirational Districts would be evaluated based on the progress made in the evaluation period. Aspirational Districts with the best overall progress in the past 2 years of implementation of the programme are to be awarded.

Two Awards for best overall progress to be given out of 112 Aspirational Districts

5.2. Innovation Category:

The Prime Minister's Awards for Excellence in Public Administration Scheme recognise innovations at Central, State and District level by officers from all Central Services, as well as from the State Service officers. Nominations can be submitted by Heads of Departments/ District Collectors/ Central and State Governments under the innovation category. In this category, awards shall be given to Organizations of Central Government, State Governments and Districts for various innovations like **innovations in environment conservation, water conservation, energy, education, health, women & child centric initiatives, sustainable farming (Organic/Natural farming etc.), promoting livelihoods, boosting economy, improving governance, Ease of Doing Business, Faceless Delivery of Public Services, Promoting Digital Payments, Disposal of Public Grievances etc.** This is just an illustrative list and innovations in any field of administration are eligible for the Awards.

There **will be 8 Awards in this category**; two awards each for Central level, State level and 4 awards for District level initiatives respectively for its demonstration of innovation which is sustainable and can be replicated. Assessment of the award would be structured on the premise stated at para 4.

6. Eligibility:

The eligibility to submit nominations for the Prime Minister's Awards for Excellence in Public Administration 2022 would be open to the following:

- a) Awards for **Scheme (i) and (ii) shall be open** for holistic development to Districts. **Scheme (iii)** shall be open to Aspirational Districts only and **Scheme (iv)** shall be open to Districts, as well as any service providing Department/ Organisation of Centre or State with one Award for the District and one Award for others.
- b) Awards for **Innovation (v):** Organizations of Central/ State Governments / Districts/Implementing Units.

The Period of consideration is 1st April 2020 to 30th September 2022. The total number of Awards under the Prime Minister's Awards for Excellence in Public Administration 2022 would be 16.

7. Criteria for evaluation:

- a) The awards for **PM Award's for Excellence in Public Administration 2022 (excluding Innovation)** will be evaluated based on pre-determined indicators in consultation with Line Ministries/ Departments. There would be a mix of common parameters across schemes and flexible parameters which would be provided by the concerned Line Ministries/Department.
- b) The award for Innovation Category will be evaluated based on the following criteria:
 - I. Introducing and implementing an innovative idea/ scheme/project to meet stakeholders' requirement.
 - II. Bringing perceptible improvement 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.

- V. Replication of best practices
- VI. Sustainability of the Innovation
- VII. Evidence of impact, the sustainability plan/ roadmap and tool-kit for replication
- VIII. Innovation model should desirably be part of implementation of a scheme or governance, where its impact could be observed and evaluated.

8. Processing of applications:

8.1 Online applications shall be invited from Districts/ Implementing Units /Organizations under aforementioned schemes in the prescribed format detailing their achievements specifically highlighting path-breaking innovation done by any functionary/ organisation.

8.2. Step I: Short-listing of Districts/ Organizations by Screening Committee (first stage):

Screening Committee(s) chaired by Additional Secretary level officer(s) shall examine the applications of identified Districts under **Scheme (i), (ii), (iii), (iv) and Innovation**. Inputs received with respect to holistic approach by the district and evidence of governance improvement done in the district would be taken into consideration. The Screening Committees would be constituted with the approval of the Secretary (DARPG).

8.3. Step II: Short-listing of Districts/ Organizations by Screening Committee (second stage):

Presentations by DCs and other applicants and feedback from beneficiaries/ stakeholders on the applications; shortlisted in the first stage will be obtained through a Call-Centre. The feedback will aim to verify whether the stated convergence of schemes and improvement in governance has been achieved. It would also aim to check the level of Jan Bhagidari in the districts. Screening Committee(s) will then examine the shortlisted applications on the basis of presentations & analysis of feedback received from the Call Centre and will further shortlist the applications.

8.4. 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 various award

schemes/ initiatives for innovation in Districts/ Organizations shortlisted by the Screening Committee. The team would look at the impact of implementation in inducing behavioural changes and improvement in governance.

There would be two Expert Committees – one headed by Secretary, DARPG for Schemes at (i), (ii), (iii) and (v) and second headed by CEO, NITI Aayog for Scheme (iv) the Aspirational Districts Programme. The Expert Committees would evaluate the spot study reports and further shortlist the District(s) / Organizations for making recommendation to the Empowered Committee chaired by the Cabinet Secretary.

The Expert Committees would be constituted with the approval of the Cabinet Secretary.

8.5. Step IV: Recommendation of the Empowered Committee:—The Empowered Committee shall be chaired by the Cabinet Secretary.

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

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

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

8.9. Step V: Approval of the Prime Minister for the Awards.

9. Submission of application(s):

(i) Applications for the PM Awards shall be received online through current incumbent in the prescribed format. All the columns of the application form must be duly filled as per the instructions contained therein.

(ii) Applications should contain a write-up based on common and flexible parameters on the **Scheme (i), (ii), (iii), (iv) and 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, replication and sustainability.
- (iv) The application for award in innovation should contain the details of beneficiaries/ stakeholders of the initiatives/ projects.
- (v) For an award, the organisation may be represented by the serving Head of the organization or an officer nominated by him / her for receiving the award or an Officer who has contributed towards the initiative.
- (vi) Applications with incomplete/ insufficient details shall not be considered.
- (vii) An index should be provided for all abbreviations/acronyms used in the application and documentation.

10. Details of Award:

- a. The PM Awards for Excellence in Public Administration 2022 shall consist of a (i) trophy, (ii) scroll and (iii) an incentive of Rs. 20 lacs to the awarded District/Organization to be utilized for implementation of project/ programme or bridging resource gaps in any area of public welfare.
- b. A letter of appreciation to be issued by the Secretary, DARPG to the officers who have contributed towards the initiative with a copy to Chief Secretary of the concerned State/UT / Secretary of concerned Central Ministry/ Department. A copy of the letter to be sent to DOPT for placing in the Performance Appraisal Dossier of the officer.

- 11.** In all matters of the Awards 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.

12. Approval of the Prime Minister:

Prime Minister's approval will be taken on the recommendations for the Awards.