

Manual 15

Related to prize and scheme of Department of Official language.

[Section 4(1)(b)(xv)]

Government of India
Ministry of Home Affairs
(Department of Official Language)

**B-wing, 4th floor, NDCC Building-II, Jai Singh Road
New Delhi-110001 Dated: 06 February, 2017**

Subject : 'Rajbhasha Gaurav Puraskar Yojna 2016' for writing original book in Hindi.

Books published during 01.05.2016 to 31.12.2016 are invited for the following award schemes of Official Language Department, Ministry of Home Affairs for original book writing in Hindi.

1. Rajbhasha Gaurav Puraskar for Central Government Employees (including retired employees) for writing original book in Hindi.

Eligibility/Conditions:

- (i) The author must be a working/retired officer/employee of the Ministries/Departments/Attached/Subordinate offices of the central government, Public Sector Undertakings, Nationalised Banks/Financial Institutions and Autonomous Bodies, Central Universities/Training Institutes owned or controlled by the central government.
- (ii) Author should send his/her entry with the attestation and recommendations of the Head of Department/previous department.(form-1)

Awards:

Following prizes will be awarded in this scheme -

First Prize	-	Rs. 1,00,000/- (One lakh rupees) A certificate and a Memento
Second Prize	-	Rs. 75,000/- (Seventy five thousand rupees) A certificate and a Memento
Third Prize	-	Rs. 60,000/- (Sixty thousand rupees) A certificate and a Memento
Consolation	-	Rs. 30,000/- (Thirty thousand rupees) A

2. Rajbhasha Gaurav Puraskar Scheme for Citizens of India for writing original book in Hindi on knowledge and science based subjects.

Subject : The book may be on various streams of modern technology/Science or contemporary subjects, for example:

- (i) Engineering, Electronics, Computer Science, Physics, Biology, Energy, Space Science, Medicine, Chemistry, Information Technology Management, Psychology etc.
- (ii) Contemporary subjects such as Liberalisation, Globalisation, Consumerism, Human Rights, and Pollution etc.

Eligibility: Any citizen of India can participate in this award scheme (Form-2)

Awards:

First Prize(One)	-	Rs. 2,00,000/- (Two lakh rupees) A certificate and a Memento
Second Prize (One)	-	Rs. 1,25,000/- (One lakh twenty five thousand rupees) A certificate and a Memento
Third Prize (One)	-	Rs. 75,000/- (Seventy five thousand rupees) A

certificate and a Memento

3. General Conditions for both the above mentioned schemes:

- (i) Entry can be sent for only one of the above mentioned schemes. In case of author, being more than one, each co-author must fill the proforma separately.
- (ii) Under the scheme only those books, which are original work of the author in Hindi, are accepted. Translated books are not accepted.
- (iii) Books, which have been awarded previously by any government organisation will not be eligible. The author of the book must inform Department of Official Language immediately if the book has been awarded under any other award scheme before the declaration of the awards under the above mentioned schemes.
- (iv) Under the scheme, books published during 01.01.2016 to 31.12. 2016 will be accepted.
- (v) The book should be analytical and reviewing about the subject. Books written in the form of thesis for Ph.D., poems, novel, story, play etc. or text books will not be eligible.
- (vi) The author will be responsible for facts and figures given in the book and must give references as proof, wherever it is possible.
- (vii) If a person has received a prize under any scheme of Department of Official Language during the preceding three years, his/her entry shall not be considered. However, a co-author, (if any) can participate in the scheme. The co-author will be given the amount proportionally.
- (viii) The books should have at least 150 pages.
- (ix) If the Evaluation Committee arrives at a conclusion that none of the books, sent as entries, is suitable for the award, the committees' decision in this regard will be considered as final.
- (x) In case, a book selected for the award has more than one author, award money will be divided equally among them.
- (xi) International Standard Book Number (ISBM).

4. Procedure for sending the entries:

(i) The entry should be sent along with the proforma (essentially completed) given in Annexure, otherwise the same would not be accepted.

No. 110014/03/2017-OL (P)
Government of India, Ministry of Home Affairs
Department of Official Language

NDCC Building-II, 4th floor,B-wing

New Delhi-110001

Dated: 17 March, 2017

Office Memorandum

Subject: Rajbhasha Kirti Puraskar Yojna for In-house Hindi journals published by the Ministries/ Departments of the Central Government / Public Sector Undertakings / Autonomous Bodies/Headquarters of the Government Sector Banks and Financial Institutions in the year 2016-17 (financial year).

The Ministries/ Departments of the Central Government / Public Sector Undertakings / Autonomous Bodies/Headquarters of the Government Sector Banks and Financial Institutions, publish In-house Hindi journals from time to time to promote and propagate the Official Language Hindi. There has been significant progress in the presentation/ texture and genre of articles of these journals.

2. In compliance with Department's Resolution No. 11034/48/2014 Official Language (Policy) dated 25 March, 2015 to increase the standard of Hindi journals and to encourage them, the Department of Official Language on behalf of the Central Government, bestows two awards each in all linguistic regions i.e. region A / B / C under the 'Rajbhasha Kirti Puraskar Scheme' for the in-house journals in Hindi published by the above organizations.

3. Awards are presented in the form of shields and certificates. Cash award is not given under this scheme.

4. The minimum eligibility for this award scheme is as follows:-

- a) There should be at least 40 pages in the journal.
- b) The number of pages in Hindi should be at least 80% of the total printed pages.
- c) At least 2 editions of the journal should have been published during the period from 1st April to 31st March 2017.

5. Standards of evaluation method:

This year evaluation of these magazines will be done for maximum of 130 points. The details of these points are as follows.

S.No.	Items	Points
1	Utility of the magazine in promoting the official language.	20
2	Utility in official work.	30
3	Language, genre and presentation.	20
4	Configuration, decoration, paper quality and printing level.	20
5	Ratio of articles by departmental personnel.	10
6	Originality of printed articles.	30
	Total Points	130

6. All such Ministries/ Departments of the Central Government / Public Sector Undertakings / Autonomous Bodies/Headquarters of the Government Sector Banks and Financial Institutions who are willing to give an application for this award and meet the minimum requirements for the qualifications mentioned in para 4, send five copies of the best two issues of in-house journals published during the period from 01.04.2016 to 31.03.017 to this department till 31 March 2017 (5:00p.m.). Please send complete and clear information with your entries as desired in the form (Annexure) enclosed with this memorandum.

(Dr. Shree Prakash Shukla)
Joint Director, (Policy /Journal)
011-23438250

Copy to:

1. All the Ministries / Departments / Public Sector Undertaking / Autonomous body Banks and Financial Institutions of the Government of India, with the directive that they should expedite and effectively disseminate this scheme in the headquarter of eligible organizations in the area of their obligation. Please also upload this office memorandum on respective websites for the effective dissemination.

2. All Deputy Directors / Assistant Directors (Implementation) / In-Charge Officers, all Regional Implementation Offices, Department of Official Language with the directive that they should expedite and effectively disseminate this scheme in the headquarter of eligible organizations in the area of their obligation.

Annexure

**Government of India
Ministry of Home Affairs
Department of Official Language**

Proforma for Rajbhasha Kirti Puraskar Yojna For In-house Hindi journals published by the Ministries/ Departments of the Central Government / Public Sector Undertakings / Autonomous Bodies/Headquarters of the Government Sector Banks and Financial Institutions in the year 2016-17(financial year)

1.	Name of the Ministries/ Departments of the Central Government / Public Sector Undertakings / Autonomous Bodies/Headquarters of the Government Sector Banks and Financial Institutions	
2.	Name and designation of the nodal officer(Which can be contacted to obtain additional information for clarifying the situation on any occasion)	

3.	Full postal address of headquarter (with Pin Code)	
4.	Nodal Officer's Email ID	
5.	Nodal Officer's Telephone No.	
6.	Nodal Officer's Mobile No.	
7.	Nodal Officer's Fax No.	
8.	Name of the linguistic region(A,B and C)	
9.	Name of the in-house magazine	

CERTIFICATE

It is certified that (Name of in-house magazine) published by(name of the organization) conforms the eligibility criteria set for participation in the 'in-house magazine Scheme, 2016-17' of the Official Language Department, Ministry of Home Affairs, Government of India.

Signature of the chairperson, Official Language Implementation Committee of the organisation.

Name :

(write full name in bold letters) :

Designation :

Stamp :

Place:

Date :

No. 110014/02/2017-OL(P)
Ministry of Home Affairs
Department of Official Language
(Magazine unit)

NDCC Building-II, 4th floor, B-wing,
Jai Singh Road, New Delhi-110001
Dated: 16 March, 2017

Office Memorandum

Subject : 'Raj Bhasha Gaurav Puraskar Yojna' for the authors of the excellent articles published in the financial year 2016-17 in the journals by officers/employees of central government.

According to the policy of the central government the use of official language Hindi in official work is to be increased by motivation, encouragement and goodwill. Prizes are given on the occasion of Hindi Day celebration under the main schemes of the department. With the purpose for promoting the official language Hindi, in compliance with the Resolution No. 11034/48/2014,O.L.(Policy),dated 25 March, 2015 and the amendment issued from time to time, Rajbhasha Gaurav Puraskar is being run for the writers of excellent articles published in the journals by officers/employees of the Central Government.

Purpose of scheme:

Periodical Hindi magazines are being published for the greater dissemination of official languages Hindi by the Ministries / Departments of the Central Government / Undertakings / Banks etc. Awards are given to the authors of excellent articles published in the journals by the central government employees so that the people who write articles in the official language can be encouraged and readers could get good articles in the magazines.

3. Eligibility to participate in the Rajbhasha Gaurav Award Scheme:

- (A) Working or retired personnel of the Central Government.
- (B) The article should have been published in the journals-magazines of any government organization during financial year 2016-17 (from April 1, 2016 to March 31, 2017).
- (C) Hindi speaking writers are those officials/employees whose declared residence is located in 'A' or 'B' Region.
- (D) Non-Hindi speaking writers are those officials/employees whose declared residence is located in 'C' Region.

1. Terms and Conditions

- (A) Maximum two articles of a writer will be accepted in this award scheme. In case of submission of more than two articles from a writer, first two articles received in the department will be considered. Other articles will automatically be null and void.
- (B) Original magazine is to be submitted with photo copy of the article. Otherwise, Article will not be included in the award scheme.
- (C) The author will be required to give the certificate of the originality of the article with the article.
- (D) It is necessary to submit the relevant papers in relation to retired personnel.

2. Prize

The following cash prizes along with mementos and certificates will be provided to the Award winning officials / employees.

Hindi Speaking

First Prize -	Rs. 20,000/-
Second Prize -	Rs. 18,000/-
Third Prize -	Rs. 15,000/-

Non-Hindi speaking

First Prize -	Rs. 25,000/-
Second Prize -	Rs. 22,000/-
Third Prize -	Rs. 20,000/-

3. Evaluation process

Each Ministry/Department will select two articles at their level. Ministry/ Department will send these Articles with details to the Official Language Department in the form given at Annexure 'A'. The Department of Official Language will evaluate these articles received from Ministries by the Evaluation Committee and select them for three prizes - first, second and third, each for Hindi speaking and Non Hindi speaking officials.

4. The appropriate entries about the winner of the award will be made by the concerned Ministry/ Department/ Office in the Service Book of concerned officer/employee.

5. Ministries / Departments are requested that out of the articles published in the financial year 2016-17, those selected through the evaluation process for selection as given in paragraph 6, must reach the Official Language Department by May 15, 2017 in sealed envelope on which "**Rajbhasha Gaurav Puraskar Yojna 2016 for the Authors of Excellent Articles 2016-17**" should be written.
6. All Ministries/ Departments are requested to circulate this scheme extensively among their officials/ employees as well as all the attached and subordinate offices.

(Dr. Sri Prakash Shuka)
Joint Director (Policy/ Magazine)

Copy forwarded to:

1. All Ministries/ Departments of Govt. of India, with the request to share this Office Memorandum and bring it to the notice of its attached and subordinate offices for information and necessary action and also inform the Official Language Department about the action taken.
2. President's Secretariat, New Delhi
3. Vice President's Secretariat, New Delhi
4. Prime Minister Office, New Delhi
5. Cabinet Secretariat, New Delhi
6. Lok Sabha Secretariat, New Delhi
7. Rajya Sabha Secretariat, New Delhi
8. Union Public Service Commission, New Delhi
9. Election Commission of India, New Delhi
10. Office of the Controller and Auditor General of India, New Delhi
11. NITI Ayog, New Delhi
12. Director, Central Translation Bureau, New Delhi
13. Director, Central Hindi Training Institute, New Delhi
14. Parliamentary Official Language Committee, 11 Teen Murti Marg, New Delhi
15. Central Secretariat Hindi Council, X-Y 68, Sarojini Nagar, New Delhi
16. Head, Akhil Bharatiya Hindi Sanstha Sangh, 34, Kotla Road, New Delhi
17. All Officers/ desks/ sections/ units of Deptt. of Official Language
18. All Regional Implementation Offices of Deptt. of Official Language.

Rajbhasha Gaurav Puraskar Yojana for Excellent Articles, 2016-17

Check List

S. No.	List of Documents	Yes	No
1	Working in Central Government		
2	Retired Personnel		
3	Retirement certificate or related documents in case of retired personnel		
4	Article published in any journal-magazine of the Govt. of India during financial year 2016-17 (between April 1, 2016 to March 31, 2017)		
5	Annexure 'A' complete in all respect		
6	Certificate in respect of Hindi speaking author, whose declared residential address is in language area 'A' or 'B'		

7	Certificate in respect of non Hindi speaking author, whose declared residential address is in language area 'C'		
8	Photo copy of the article (maximum two articles) to be sent for Award Scheme.		
9	Original Magazine in which article is published		
10	Certificate of originality of the article		

Signature

Name of Office

(Annexure 'A')

S. No.	Name (Hindi & English)	Designation	Aadhar No.	Category (Hindi Speaking/ Non Hindi Speaking)	Office Address	Subject of the Article	Magazine's Name	Magazine's Edition	Contact: Phone, Mobile, E-mail etc.	Remarks

Signature of Head of Office

Name of Office