

O.M. No. 12011/18/95-OL (Impl.-II), dated 15.2.1996

Subject:—Indira Gandhi Rajbhasha Awards Scheme—Refixation of norms for the awards to be given to the Ministries/ Departments/Undertakings/Bank etc.

Under the Indira Gandhi Rajbhasha Awards Scheme the Ministries/Departments/Undertakings/Banks are awarded every year by the Department of Official Language for their outstanding performance in the use of Hindi in their official work. These Awards are given on the basis of data given in the four Quarterly Progress Reports regarding progressive use

of Hindi during the year received from the Ministries/Departments etc. The work done in Hindi by the Ministries/Deptts. is evaluated according to the norms fixed by the Department of Official Language. The norms fixed previously have since been amended as mentioned below:—

| Sl. No. | Item of work | Marks |
|-------------|--|-------|
| 1. | (i) Position of officers/employees having knowledge of Hindi. | 20 |
| | (ii) Training in Typewriting/Stenography. | 20 |
| 2. | Section 3(3) of the Official Languages Act, 1963 (In case of any non-compliance of this item, 10 marks shall be deducted from aggregate marks obtained). | 10 |
| 3. | Position of the letters received in Hindi. (In case the item is not complied with fully, 5 marks shall be deducted from the aggregate marks obtained). | 10 |
| 4. | Position of original letters issued. | 50 |
| 5. | Rule 8(4) of the OL Rules, 1976 (Sections specified for doing work in Hindi). | 05 |
| 6. | Work done in Hindi by the Higher officers. | 30 |
| 7. | Incentive scheme for original work in Hindi. | 05 |
| 8. | Option for Hindi medium in the Departmental promotional examinations. | 05 |
| 9. | Inspections regarding Progressive use of Hindi. | 10 |
| 10. | Hindi workshops | 05 |
| 11. | Typewriters (Mechanical/Electronic), equipments, availability/percentage of their use for work in Hindi. | 20 |
| 12. | Computers-availability/percentage of their use for work in Hindi. | 10 |
| 13. | (a) Codes/Manuals etc. (O.L. Rule-11) | 05 |
| | (b) Bilingual Publications | 10 |
| 14. | Position of Hindi Posts in Attached/Subordinate offices. | 10 |
| 15. | (a) Meetings of Hindi Salahkar Samiti etc. | 10 |
| | (b) Meetings of Departmental Official Language Implementation Committee. | 05 |
| 16. | Committee of Parliament on Official Language—Position of assurances fulfilled. | 10 |
| Total Marks | | 250 |

2. In future, assessment for the awards will be made in view of the above norms on the basis of the data given in the four Quarterly Progress Reports by the Ministries/Departments etc. during the year. All the Ministries/Departments are, therefore, requested to send their all the four quarterly progress reports for the year 1995-96 positively by April 30, 1996, to the Department of Official Language. As no such information as mentioned below has been called for in item No. 8 of the new proforma the following information for this purpose may be furnished in the last quarterly report (Report for the quarter ending 31st March):—

- (i) How many examinations have been conducted during the financial year?
- (ii) Out of these, in how many examinations the option of Hindi medium has been given?

3. It is also made clear that this Scheme is applicable to the Ministries/Departments only. Attached/Subordinate offices need not send their information to the Department of Official Language.