



प्राथमिकता, प्रबोधन एवं मूल्यांकन सेल
Prioritization, Monitoring and Evaluation Cell
भाकृअनुप-केन्द्रीय मृदा लवणता अनुसंधान संस्थान, करनाल - 132001
ICAR-CENTRAL SOIL SALINITY RESEARCH INSTITUTE
जरीफा फार्म, काछवा रोड, करनाल - 132001 (हरियाणा)
Zarifa Farm, Kachhwa Road, Karnal-132001 (Haryana)



Dr. Raj Kumar
Member-Secretary
Award Committee

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F.No. PME/A-16/2024/
Dated: 19.02.2024


**Sub: Applications invited for ICAR-CSSRI Best Worker Award in Administrative/
Technical/Skilled Supporting Staff Categories for the year 2023-reg.**

The "ICAR-CSSRI Best Worker Award" is to be given for the year 2023 in Administrative, Technical and Skilled Supporting Staff Categories. Therefore, the applications are invited from Administrative, Technical and Skilled Supporting Staff from ICAR-CSSRI, Karnal and its Regional Research Stations.

The Application Form, terms and conditions and evaluation proforma of Awards are available on CSSRI Website: www.cssri.res.in and the applicants can also obtain the same from PME Cell.

The last date of receipt of complete application (one copy only) is **26.02.2024**. Incomplete/late applications will not be entertained. The application may be sent through proper channel to:

Dr. Raj Kumar
Senior Scientist and Officer-In-Charge (PME Cell)
ICAR-Central Soil Salinity Research Institute
Zarifa Farm, Kachhwa Road
Karnal-132001 (Haryana)


(Raj Kumar)

**ICAR-CENTRAL SOIL SALINITY RESEARCH INSTITUTE,
KARNAL-132 001**

TERMS & CONDITIONS

**‘ICAR-CSSRI BEST WORKER AWARD’ IN TECHNICAL/ADMINISTRATIVE AND
SKILLED SUPPORTING STAFF GRADE FOR THE YEAR 2023**

1. Name of the award ‘ICAR-CSSRI Best Worker Award’ in Technical/ Administrative and SSS grade. Each category having a separate award as follows:
 1. ‘ICAR-CSSRI Best Worker Award’ in Technical category 2023
 2. ‘ICAR-CSSRI Best Worker Award’ in Administrative category 2023
 3. ‘ICAR-CSSRI Best Worker Award’ in SSS category 2023
2. Sponsored by ICAR-Central Soil Salinity Research Institute, Karnal (Haryana)
3. Nature of award The award is primarily meant for Technical/Administrative and SSS grade staff of the CSSRI and its regional research stations, which have excelled and contributed meritoriously in a sustained manner to the duties assigned to them from time to time. The award consists of a scroll of honour and cash award of Rs. 3000/- for each category.
4. Frequency The award is of Annual nature.
5. Eligibility criteria Any individual Technical/Administrative and SSS Grade Staff who has made significant contribution in his/her field would be eligible to apply for the award provided.
 - He has served for at least 10 years or more in ICAR-CSSRI or its Regional Research Station by 31st December 2023.
 - He has not attained the age of 60 years as on 31st December 2023.
 - Those who have already received the award earlier would not be eligible.

6. Administration of the award Director would constitute a committee of 4/5 Scientists/Officers of the institute to scrutinize the applications for eligibility and recommending the suitable candidate(s) for the award to the Director, CSSRI, Karnal.
- The evaluation criterion for the award could be downloaded from the institute website: www.cssri.res.in. Those requesting the Proforma by hand could also obtain the evaluation criteria along with the application form from PME Cell.
7. Presentation The individuals selected for the award would be formally informed by the PME Cell of the institute in consultations with the Director, ICAR-CSSRI, Karnal. The award would be presented on 1st March of the next year coinciding with the Institute Foundation Day. The award consists of a scroll of honour and a cash prize of Rs. 3000/- for each category. TA/DA to outstation candidates for attending the presentation ceremony at ICAR-CSSRI, Karnal would be paid as per ICAR/CSSRI Rules.
8. Number of Awards One Technical/ Administrative and SSS grade staff would be selected for the award in each category each year. In case of similar marks senior person with respect to age will be given preference. Besides, if in the opinion of the committee, no outstanding entry (<75 marks out of 100) has been identified, no award would be given that year. The award would lapse and it would not be carried forward in the subsequent years.

भाकृअनुप-केन्द्रीय मृदा लवणता अनुसंधान संस्थान, करनाल – 132001 (हरियाणा)
वर्ष 2023 के लिए तकनीकी/प्रशासनिक एवं कुशल सहायक कर्मचारी
सर्वश्रेष्ठ कर्मचारी पुरस्कार

- 1 आवेदक का नाम एवं पद
- 2 जन्म तिथि
- 3 पता
- 4 मोबाइल नं./ई-मेल
- 5 शैक्षणिक योग्यता (प्रमाण पत्रों की कापी सहित)

क्र.सं.	उपाधि	संस्थान/विश्वविद्यालय	वर्ष	श्रेणी/ग्रेड/प्राप्त अंक
1	मैट्रिक (10 वी)			
2	बारहवी (12 वी)			
3	स्नातक/डिप्लोमा			
4	स्नातकोत्तर			
5	पी.एच.डी.			
6	अन्य			

- 6 रोजगार विवरण (सारणीबद्ध रूप में)

पद का नाम	ग्रेड वेतन के साथ वेतनमान	संस्थान	कार्य का स्थान	अवधि		अवधि (वर्ष और महीने)
				कब से	कब तक	

7 पुरस्कार वर्ष से पहले 10 वर्षों का ए.सी.आर. विवरण (कृपया ए.सी.आर. की फोटो कॉपी संलग्न न करें)

वर्ष	ए.सी.आर. श्रेणीकरण/गणना
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

*ए.सी.आर. कार्यालय रिकार्ड से सत्यापित किये जायेंगे।

8 पुरस्कार के लिए कार्यालय विवरण (प्रति वर्ष के कार्य बिंदू (Point) में उल्लेखित करें/ सुविधा या कार्य के अनुसार पंक्ति को चौड़ा किया जा सकता है)

वर्ष	प्रति वर्ष के कार्य बिंदू (Point) में उल्लेखित करें
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

- 9 पूर्व 10 वर्षों में निदेशक/विभागाध्यक्ष/नियंत्रण अधिकारी/प्रभारी अधिकारी द्वारा आवंटित अतिरिक्त कार्य अपनी ड्यूटी के अलावा (प्रमाण लगायें)

वर्ष	बुलेट पाइंट्स में आवंटित अतिरिक्त कार्य अपनी ड्यूटी के अलावा का विवरण
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

- 10 पिछले 10 वर्षों में अपने कार्यक्षेत्र में लिए गए प्रशिक्षण (प्रमाण लगायें)

शीर्षक	अवधि	संस्थान	वर्ष

- 11 सम्मान और पुरस्कार (प्रमाण लगायें)

सम्मान का नाम	वर्ष	पुरस्कार प्रदान करने वाली संस्था	व्यक्तिगत/समूह

12 पिछले 10 वर्षों में अन्य गतिविधियों में भागीदारी (पुरस्कार/पद के साथ विवरण दें)

वर्ष	बुलेट पाइंट्स में अन्य गतिविधियों में भागीदारी का विवरण
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

13 पिछले 10 वर्षों के दौरान खेलों में (इंटरजोनल-जोनल पद के साथ) भागीदारी (पुरस्कार के साथ विवरण दें)

वर्ष	बुलेट पाइंट्स में खेल का विवरण
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

आवेदनकर्ता के हस्ताक्षर

14 विभागों/खण्डों/ईकाइयों के अध्यक्ष द्वारा आपेक्षित अनुशंसा

मुहर के साथ हस्ताक्षर

15. अनुबंध

16. अन्य जानकारी, यदि कोई हो

कृपया केवल एक प्रति **स्पीड पोस्ट** या **स्वयं** जमा करवाए (भाकृअनुप- केन्द्रीय मृदा लवणता अनुसंधान संस्थान, करनाल में कूरियर सेवा उपलब्ध नहीं है)

डा० राज कुमार
वरिष्ठ वैज्ञानिक एवं प्रभारी अधिकारी (पी०एम०ई० सेल)
भाकृअनुप-केन्द्रीय मृदा लवणता अनुसंधान संस्थान,
जरीफा फार्म, काछवा रोड,
करनाल – 132001(हरियाणा)

**ICAR-CENTRAL SOIL SALINITY RESEARCH INSTITUTE
KARNAL-132 001 (HARYANA)**

**ICAR-CSSRI 'BEST WORKER AWARD' IN TECHNICAL/ADMINISTRATIVE AND
SSS GRADE FOR THE YEAR 2023**

1.	Name and Designation of the Applicant	
2.	Date of Birth	
3.	Postal Address	
4.	Mobile No./E-mail	

**7. Educational qualifications beginning with the first-degree or equivalent
(Proof of DMC required)**

S. No.	Degree	Institute/University	Year	Class/Division/ Grade/Marks
1.				
2.				
3.				
4.				

6. Employment record (in tabular form)

Designation	Pay Scale with Grade Pay	Institute	Place of posting	Period		Duration (Years & Months)
				From	To	

7. Details of the ACR of the last 10 years preceding the award year (Do not attach ACR copy*)

Year	ACR Grading/score
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

***ACR will be verified from the Office record**

**8. Details of work presented for the award (work should be mentioned in bullet form per year/
row can be widened as per convenience or matter)**

Year	Details of work in bullet points
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

9. Additional duties assigned by the Director/Head/CO/OIC in addition to his own duty in last 10 years (Proof required)

Year	Details of additional duties/member of the committees in bullet points
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

10. Any other relevant training/experience (Proof required)

Trainings attended during the last 10 years in the relevant field			
Title	Duration	Institution	Year

11. Recognitions & Awards (Proof required)

Name of Recognition	Year	Awarding Organization	Individual/ Team

12. Participation in extracurricular activities in last 10 years (give detail with prize/position)

Year	Details of extracurricular activities in bullet points
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

13. Participation in sports (Inter-zonal and Zonal with position) in last 10 years

Year	Details of sports in bullet points
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
2017-18	
2016-17	
2015-16	
2014-15	
2013-14	

Signature of the Applicant

14. Certificate by the Head of Divisions/Sections/Units with specific recommendations.

Signature with seal

15. Annexure

16. Other information, if any

Kindly send one copy through **speed post or by hand** (courier service to ICAR-CSSRI not available) to:

Dr. Raj Kumar
Senior Scientist & OIC (PME Cell)
ICAR-Central Soil Salinity Research Institute
Zariffa Farm, Kachhwa Road
Karnal-132001 (Haryana)