



No. 3-17/PME/2017-18/ 5362

March 12, 2018

CIRCULAR

The institute is going to give award as per detail given below on the occasion of Foundation Day of the institute on July 4. All the Scientist, Administrative, Technical, Supporting Staff and Casual Labour Temporary status (CLTS) staff interested for awards are requested to submit the prescribed application form. The Guidelines and Application Form can be downloaded from the institute's website.

- Dr. Boshi Sen Memorial **Biennial** Award for "Outstanding Scientific Staff" for 2017-18
- Dr. Boshi Sen Memorial Award for "Outstanding Technical Staff" for 2017-18
- Mrs. Gertrude Emerson Sen Memorial Award for "Outstanding Administrative, Supporting, Casual Labour Temporary Status (CLTS) Staff" for 2017-18

The duly filled application form through proper channel may please be submitted to the Director, ICAR-VPKAS, Almora by April 15, 2018.

[Handwritten Signature]

In-Charge (PME Cell)

Copy to:

1. Heads/ In-charges/ PC of Division/ Section/ KVKs .
2. Coordinator (Farm), ICAR-VPKAS Experimental Farm, Hawalbagh
3. Sr. Administrative Officer, ICAR-VPKAS, Almora
4. FAO/ DDO, ICAR-VPKAS, Almora
5. PA to the Director, ICAR-VPKAS, Almora



एन बी एन, एन बी एन
नैशनल ब्यूरो ऑफ़
आक्वाकल्चर

Agrisearch with a human touch

Ph: 91-5962- 230060 (Off.); 231539 (Fax)
E-mail Office: director.vpkas@icar.gov.in, vpkas@nic.in
Website: www.vpkas.nic.in

'Healthy Soils for a Healthy Life'

GUIDELINES FOR INSTITUTIONAL AWARD 2017-18

1. Name of the Awards

- Dr. Boshi Sen Memorial Award for "Outstanding Scientific Staff" for 2017-18
- Dr. Boshi Sen Memorial Award for " Outstanding Technical Staff" for 2017-18
- Mrs. Gertrude Emerson Sen Memorial Award for " Outstanding Administrative Staff" for 2017-18
- Mrs. Gertrude Emerson Sen Memorial Award for "Outstanding Supporting Staff" for 2017-18
- Mrs. Gertrude Emerson Sen Memorial Award for " Outstanding Casual Labour Temporary Status (CLTS) Staff" for 2017-18

2. Sponsor

ICAR-VPKAS, Almora, Uttarakhand

3. Objectives of the Award

- (v) To recognize best work in research/development on hill agriculture
- (vi) To provide incentives for excellence in work
- (vii) To motivate the employee to work hard for the benefit of hill farmers

4. Nature of the Award

These awards are primarily meant for scientific, technical, administrative supporting staff and CLTS for their outstanding contribution in specified areas. The award consists ₹ 2,000 (₹ two thousands) in cash, a plaque and a citation. However, there will be no cash award for scientists.

Frequency: Scientist - Biennial
Others - Yearly

Number of Awards - Two for scientific staff and 2 each for other staffs.

5. Eligibility Criteria:

All the Scientific, Technical, Administrative, Supporting and CLTS staff of ICAR-VPKAS, Almora and its KVKs (Uttarkashi and Bageshwar) are eligible.

6. Administration of the Award:

Evaluation Committee will be decided by the Director, ICAR-VPKAS, Almora.

7. Evaluation Criteria:

For Scientific Staff

- Conceptual clarity and originality of the research / development work.
- Scientific, technological and socio-economic relevance.
- Significant Advancement in Science / Technology generated / varieties development/ Patents obtained, etc.
- Impact of Research work done.
- Potential of research findings for increasing agricultural production, productivity and sustainability in the hill agricultural system.

For Other Staff

- APAR grading
- Contribution in institute activities
- Special Attainment

8. Procedure:

- Nominations / Application for the award will be invited during March of the year of the award. Nominations / Application are to be made in the prescribed form obtainable from the website of the Institute. The Evaluation Committee will screen the nominations, identify outstanding entries, and make recommendations to the Institute along with the draft citations. If no outstanding entries have been identified, no award will be awarded. All applications are to be submitted through proper channel.
- CLTS need not to fill the prescribed form. Recommendations for award to CLTS with proper justifications and proof wherever applicable may be sent directly to Director by staff members (T-5 and above upto HOD).

9. Presentation:

The presentation of award will be made on the Foundation Day of the Institute *i.e.*, 4th July of the year of the award invitation.

10. Last 3 years and 5 years institute work will be considered for the current year award in case of scientific and administrative categories.
11. For all categories, the employee who already got award may apply only after completion of 5 years.
10. **Scientific/ Technical/ Administrative Staff have to enclose a copy of Annual Immovable Property Return (year of the award)**
11. **Last Date for submission of Application/ Nominations Through Proper Channel: April 15, 2018**

Dr. Boshi Sen Memorial Biennial Award for "Outstanding Scientific Staff" for 2017-18

Application Form

1. Name :
 2. Designation :
 3. Division/ Section :
 4. Date of birth :
 5. Date of joining in institute :
 6. Date of joining in the present post :
 7. Address :
.....
 8. Phone/ Mobile No. :
9. APAR grading for the year (latest three years available APAR): (15 Marks)
12. When, where and how the research works was conceptualized? (85 Marks)
13. Significant Research contributions (Advancement in Science/technology generated & varieties developed Extension & transfer of technology at farmers' field /new concepts developed and accepted leading to advancement of hill agriculture) (not more than 5 pages)
14. What were the socio-economic, technological and scientific relevance of this work (with clear evidence other than annual report of Institute/project and any other publication that is not peer reviewed)?
15. List the Principal associate scientists at various stages of the research work?
16. What is the potential value of the research results in increasing production, productivity, profitability and sustainability of hill agriculture (with clear evidence)?
17. Impact of the results obtained in quantifiable and verifiable terms

18. Research publications: List Research papers in bibliographic format with NAAS rating (Include publication having NAAS Rating of ≥ 6.0 only)

19. Citation for ten most important publications based on ISI Science Citation Index

20. H and I index & total citations of publications.

21. Patent (applied/ obtained)/ Genetic stocks/ Microbes registered/ Technology commercialization, if any

22. Whether this research work has been submitted for any other award/recognition? If so, what was the outcome?

23. A concise statement (about 150 words) highlighting the most significant aspect of the research work done that you would like to see in your citations, if chosen

**Place
nominee**

Date

Signature of applicant/

Copy of the Annual Immovable Property Return (year of the award) if the person is employed in ICAR and any other Government Organization.

Certificate and Forwarding note by the Head of the Institution

Signature and seal of the forwarding authority

**ICAR- Vivekananda Parvatiya Krishi Anusandhan Sansthan
Almora – 263601, Uttarakhand, India**

**Prof. Boshi Sen Memorial Award for Outstanding Technical Staff for
the year 2017-18**

1. Name :
2. Designation :
3. Division/ Section :
4. Date of birth :
5. Date of joining in institute :
6. Date of joining in the present post :
7. Address :
8. Phone/ Mobile No. :

9. APAR grading for the following years:

(Marks not to be filled by applicant)

2014-15	2015-16	Average

/10

10. APAR grading for the year (latest available APAR):

2016-17

/ 10

11. Name of award & year obtained earlier, if any:

/ 05

.....
.....
.....
.....

**12. No. of leave days (EL/HPL/Commutated leave/PL/ML/CCL/EOL/LND etc) during
2017-18:**

-5 to +5

.....
.....
.....

**13. (i) Brief resume of the work done (Attach maximum 2-3 pages) &
(ii) Contribution in Institute activities:**

/ 30

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

/ 15

14. Special attainments during the last five year (in ten lines only):

.....

.....

.....

15. Comments and marks of the Reporting Officer under whom working:

/ 10

.....

.....

.....

.....

.....

**16. Comments and marks of the Head of Division/ In-charge of Section/
Reviewing officer:**

/ 10

.....

.....

.....

.....

.....

/ 05

17. Comments and marks of the Director:

.....
.....
.....
.....

18. Total Marks:

/ 100

**Mrs. Gertrude Emerson Sen Memorial Award for Outstanding
Administrative Staff/ Outstanding Skilled Supporting Staff for the
year 2017-18**

1. Name :
2. Designation :
3. Division/ Section :
4. Date of birth :
5. Date of joining in institute :
6. Date of joining in the present post :
7. Address :
8. Phone/ Mobile No. :

9. APAR grading for the following years:
be filled by

(Marks not to

applicant)

2014-15	2015-16	Average

/10

10. APAR grading for the year (latest available APAR):

2016-17

/ 10

11. Name of award & year obtained earlier, if any:

/ 05

.....

12. No. of leave days (EL/HPL/Commutated leave/PL/ML/CCL/EOL/LND etc) during
2017-18:

-5 to +5

.....

.....
.....

17. Comments and marks of the Director:

/ 05

.....
.....
.....
.....

18. Total Marks:

/ 100