

GUIDELINES FOR INSTITUTIONAL AWARD 2023-24

1. Name of the Awards

- Dr. Boshi Sen Memorial Award for "Outstanding Scientific Staff" for 2023-24
- Dr. Boshi Sen Memorial Award for " Outstanding Technical Staff" for 2023-24
- Mrs. Gertrude Emerson Sen Memorial Award for "Outstanding Administrative Staff" for 2023-24
- Mrs. Gertrude Emerson Sen Memorial Award for "Outstanding Supporting Staff" for 2023-24
- It is also proposed to have award for SRF/RAs who are working for more than one year in the same project. PIs may forward such proposals with full justification through their HoDs. The impact of the SRF/RA on the overall output of the project should be clearly spelt out. There is no specific proforma for this. However, the total document excluding attachments should not exceed ten pages. Encourage SRF/RA/YP to prepare the first draft.

2. Sponsor

ICAR-VPKAS, Almora, Uttarakhand

3. Objectives of the Award

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

4. Nature of the Award

These awards are meant for scientific, technical, administrative and supporting staff. The award consists of Rs. 2,000 (Rupees two thousand only) in cash, a plaque and a citation. However, there will be no cash award for the scientist.

Number of Awards in 2024 - One for scientific staff and 2 each for other staff.

5. Eligibility Criteria:

All the Scientific, Technical and Supporting staff of ICAR-VPKAS, Almora and its KVKs (Uttarkashi and Bageshwar), who have worked continuously for 3 years or more at the institute (excluding period on study leave/ attachment training but, including a period on training upto three months), are eligible. For SRF/ RA/ YP see Sl. No. 1 for eligibility.

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 preferable 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.
- For SRF/ RA/ YP see details at Sl. No. 1.

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' institute work will be considered for the current year award in case of scientific category.

11. For all categories, the employee who already got award may apply only after completion of 5 years. SRF/ RA/ YP can be nominated after a gap of two year of receiving the award.

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:**
May 31, 2024

Dr. Boshi Sen Memorial Award for "Outstanding Scientific Staff" for 2023-24
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): (6 Marks)

10. When, where and how the research works was conceptualized? (94 Marks)

(For Scientists other than Social Sciences)

10.1. 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). While elaborating on this please clearly state have you developed any variety/ technology/ methodology/ policy recommendation/ production hub as a principal developer? If yes, has it been demonstrated outside the institute/ used by client or agency. For technology/ production hub what was the economic gain to the members.

(30 Marks)

10.2. 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)?

(10 Marks)

10.3. List the Principal associate scientists at various stages of the research work?

10.4. What is the potential value of the research results in increasing production, productivity, profitability and sustainability of hill agriculture (with clear evidence)? Impact of the results obtained in quantifiable and verifiable terms

(8 Marks)

10.5. Research publications: List Research papers in bibliographic format with NAAS rating (Include publication having NAAS Rating of ≥ 6.0 only)
(10 marks for scientist of Social Sciences, 20 Marks for others)

10.6. Books, Bulletins, extension material
(15 Marks for scientists of Social Sciences, 5 Marks for others)

10.7. Patent (applied/ obtained)/ Genetic stocks/ Microbes registered/ Technology commercialization, if any
(3 Marks, Nil for scientists of Social Sciences)

10.8. Trainings Conducted
(3 Marks, 5 Marks for scientists of Social Sciences)

10.9. Teaching/ Delivering lectures in training programme outside the institute
(2 Marks)

10.10. Initiation/ Implementation of new research programmes, extension method and progress made as PI or Co-PI. What is unique about it?
(4 Marks)

10.11. Capacity/ Skill development programmes organized (of competitive nature)
(3 Marks)

10.12. Govt. funded training programme organized (not included at 10.8)
(3 Marks)

10.13. Contribution in bringing new facility to institute through projects
(3 Marks)

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 2023-24**

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:
by

(Marks not to be filled
applicant)

2020-21	2021-22	Average

/10

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

2022-23

/ 10

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

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12. No. of leave days (EL/HPL/Commuted leave/PL/ML/CCL/EOL/LND etc) during 2023-24:

-5 to +5

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

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

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

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

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17. Comments and marks of the Director:

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18. Total Marks:

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**Mrs. Gertrude Emerson Sen Memorial Award for Outstanding
Administrative/ Skilled Supporting Staff for the year 2023-24**

- 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:
by

(Marks not to be filled
applicant)

2020-21	2021-22	Average

/10

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

2022-23

/ 10

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

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12. No. of leave days (EL/HPL/Commutated leave/PL/ML/CCL/EOL/LND etc) during 2023-24:

-5 to +5

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

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

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

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

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17. Comments and marks of the Director:

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18. Total Marks:

/ 100
