

ICAR-Central Institute of Fisheries Education

Panch Marg, Off Yari Road,
Andheri (W), Mumbai 400061

F.No.: CIFE/Awards/2021

Dated : 27th May, 2021

OFFICE ORDER

In order to recognize the significant contributions by the Faculty, Staff Members and Students of the Institute / University, the following awards are being announced for the year 2019-20/2020-21 separately for each year. The evaluation pattern, process and the application format have been thoroughly revised so as to bring more objectivity, transparency, competitiveness and professionalism in the selection process. These Awards are meant to reward talent and promote team spirit and provide encouragement and inspiration for improved performance.

1. **Best Scientist** Annexure-I
Certificate and Cash Award of Rs.5,000/-
2. **Best Young Faculty** Annexure-II
(for Scientists at the Institute below the age of
40 years as on 31.3.1920 /31.3.1921)
Certificate and Cash Award of Rs.5,000/-
3. **Best Teacher** Annexure-III
Certificate and Cash Award of Rs.5,000/-
4. **Best Extension Scientist / Worker** Annexure-IV
Certificate and Cash Award of Rs.5,000/-
5. **Best Young Scientist for field oriented work** Annexure-V
Certificate and Cash Award of Rs.5,000/-
6. **Best Division / Centre** Annexure-VI
Certificate and silver plate

- | | | |
|-----|--|----------------|
| 7. | Best Technical Staff
Certificate and Cash Award of Rs.5,000/- | Annexure-VII |
| 8. | Best Administrative Staff
Certificate and Cash Award of Rs.5,000/- | Annexure-VIII |
| 9. | Best Supporting Staff
Certificate and Cash Award of Rs.5,000/- | Annexure-IX |
| 10. | Award for Hindi Publication
Certificate and Cash Award of Rs.5,000/- | Annexure-X |
| 11. | Award for Patent /IPR / Technology Generation/
Commercialization
Certificate and Cash Award of Rs.5,000/- | Annexure-XI |
| 12. | Award for Best Publication of the year
Certificate and Cash Award of Rs.5,000/- | Annexure-XII |
| 13. | Award for Institutional Building
Certificate and Cash Award of Rs.5,000/- | Annexure-XIII |
| 14. | Award for overall Best MFSc. Thesis (2019-20/2020-21)
Annexure-XIV
Certificate and Cash Award of Rs.5,000/- | |
| 15. | Award for overall Best Ph.D. Thesis (2019-20/2020-21)
Annexure-XV
Certificate and Cash Award of Rs.5,000/- | |
| 16. | Award for Best School going Child-XII class
Certificate plus cash award Rs. 2,500/- cash | Annexure-XVI |
| 17. | Award for Best School going Child-X Class
Certificate plus cash award Rs. 2,500/- cash | Annexure-XVII |
| 18. | Matsya Bhushan Award (by nomination only) | Annexure-XVIII |

General Guidelines:

- i. The faculty and staff members already awarded are not eligible to apply under the same category for next three consecutive years.
- ii. Interested faculty and staff members shall apply through the Head of Division/ Centre/ Section in the prescribed application form available at the Director's Cell, Heads of Divisions / SICs of Centres, Chief Administrative officer. It can also be downloaded from the Institute Website <http://www.cife.edu.in>. The application shall be neatly typed, duly certified, signed and forwarded through proper channel. The HoD's/Incharges may kindly award marks wherever applicable, while forwarding the application.
- iii. The relevant period of reporting and consideration for the award would be from 01.04.2019 to 31.03.2020 and 01.04.2020 to 31.03.2021 separately for all categories.
- iv. The filled in Application Form should reach the office of The Director, ICAR-Central Institute of Fisheries Education, (Deemed University, ICAR), Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai – 400 061 on or before 5.00 PM on **02.06.2021**. The applicants must send the signed applications (soft copy) through email to award2021@cife.edu.in. The hard copy of application is also required.
- v. Single application will not be considered for the Award

sd/
(Gopal Krishna)
Director / Vice-Chancellor
ICAR-CIFE, Mumbai

- Copy to: (1) All Notice Boards
(2) Head of Divisions (to circulate among all the faculty and staff)
(3) SIC, Kolkata Centre, 32 "GN" Block, Sector IV/V, Salt Lake, Kolkata – 700 091 (to circulate among all the faculty and staff)
(4) SIC, Kakinada Centre, Near Old Burmah Shell, Beach Road, Kakinada – 533 007 (to circulate among all the faculty and staff)
(5) SIC, Powarkheda Centre, Dist. Hoshangabad, Powarkheda-461110 (to circulate among all the faculty and staff)
(6) SIC, Rohtak Centre, Lahli-Via-Anwal, Rohtak, Haryana-124 411 (to circulate among all the faculty and staff)
(7) SIC, Motipur Centre, Regional Research & Training Centre of ICAR-CIFE, C/o Regional Centre of Indian Institute of Sugarcane Research Motipur, Muzaffarpur-843111, Bihar

- (8) SIC, IT Cell for placing the Announcement on the CIFE Website.
- (9) SAO/CF&AO, and PME Cell, CIFE, Mumbai to circulate among all Staff Members

PROFORMA

Application Form for Award of Best Scientist 2019-20 /2020-21
Please tick the relevant year applied

Details		Score
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/Centre/Section in which working	
B	Research <input type="checkbox"/> List of projects handled/associated (institutional / externally funded/sponsored/contract/consultancy/any other special research assignments) <input type="checkbox"/> Specify initiation and formulation of new research project. <input type="checkbox"/> Salient research accomplishments with respect to objectives, targets / milestones and research outputs as Principal Investigator (PI) / Co-PI <input type="checkbox"/> Involvement in participatory technology development.	20.0
C	Teaching <input type="checkbox"/> Guidance for M.F.Sc./Ph.D. dissertations as major guide <input type="checkbox"/> Success of students (as major guide) in terms of recognition for awards and/or qualifying ARS/SRF/NET etc. <input type="checkbox"/> Course taught/Designing of course curriculum/Innovation in teaching methods/development of aids/Guest lectures delivered	10.0
D	Extension/Monitoring and Research Co-ordination Popularization of new technologies/innovation in extension technology and methods/Initiation of collaborative extension programs/Training conducted and farmers benefited/Organizing Kisan Mela and Exhibition, TV-Radios talks Monitoring and Research Coordination Assistance in project management and coordination (physical, financial and scientific targets/Preparation of review reports, proceedings and other assigned duties)/Innovation in monitoring and coordination methods.	8.0

E	Publications (referred articles) Research papers published in referred / peer reviewed journals (weightage as per NAAS Journal ratings)	10.0
F	Other Publications Book / book chapters published – authored/edited; Training manual / chapter in training manual; Papers presented at Scientific Conferences/Seminars; Popular articles/bulletin/short communication	5.0
G	Special Attainments/Recognition/Awards/International Exposure <input type="checkbox"/> Award of Fellowships by Scientific/Professional Societies <input type="checkbox"/> Novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology, etc.) <input type="checkbox"/> Success story of technology disseminated or commercialized <input type="checkbox"/> Editor/Member of editorial board of peer reviewed journals <input type="checkbox"/> Appointment in special committees by State, National and International agencies <input type="checkbox"/> Any other Awardrecognition for meritorious work done in relevant area <input type="checkbox"/> Additional qualifications like diplomas, degrees obtained / training <input type="checkbox"/> International seminars attended/National Seminar attended and <input type="checkbox"/> Additional qualifications like diplomas, degrees obtained / training <input type="checkbox"/> International seminars attended/National Seminar attended and	5.0
H	Summer/Winter School/Refresher course and Seminar/ Symposium etc. <input type="checkbox"/> Any such training programs organized as course Director/Coordinator/Co-ordinator <input type="checkbox"/> Seminar/Symposium/Conference organized as Chairman / Organizing Secretary / Convener	5.0
I	Institution Building Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of managing new institution, laboratory, field facility, central facility that has bearing on improved standards, work efficiency / resources generation can be given. Likewise, in case of adding new equipments mention can be made as to how many other scientists / students are benefited by such addition. Similarly encouraging HRD, plan implementation Revenue generation – 2.0 and/or monitoring of progress to show better result, successful execution of major projects etc. can be given.	3.0
J	Exclusive contribution of any ?	2.0
K	Revenue generation	2.0
L	Evaluation by Director	
	Evaluation by External Expert Committee	20.0
Grand Total		100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

**Recommendation &
Signature of Head of Division/Centre with**

PROFORMA

Application Form for Award of Best Young Faculty 2019-20 /2020-21

Please tick the relevant year applied

(Only those <40 years of age as of 31.3.2020/31.03.2021 are eligible to apply)		
Details		Score
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/ Centre/ Section in which working	
B	Research <ul style="list-style-type: none"> List of projects handled/associated (institutional / externally funded/sponsored/contract/consultancy/any other special research assignments) Specify initiation and formulation of new research projects Salient research accomplishments with respect to objectives, targets / milestones and research outputs as Principal Investigator (PI) / Co-PI Involvement in participatory technology development. 	20.0
C	Teaching <ul style="list-style-type: none"> Guidance for M.F.Sc./Ph.D. dissertations as major guide Success of students (as major guide) in terms of recognition for awards and/or qualifying ARS/SRF/NET etc. Course taught/Designing of course curriculum/Innovation in teaching methods/development of aids/Guest lectures delivered 	15.0
D	Extension/Monitoring and Research Co-ordination Popularization of new technologies/innovation in extension technology and methods/Initiation of collaborative extension programs/Training conducted and farmers benefited/Organizing Kisan Mela and Exhibition, TV-Radios talks Monitoring and Research Coordination Assistance in project management and coordination (physical, financial and scientific targets/Preparation of review reports, proceedings and other assigned duties)/Innovation in monitoring and coordination methods.	8.0

E	Publications (referred articles) Research papers published in referred / peer reviewed journals (weightage as per NAAS Journal ratings)	10.0
F	Other Publications Book / book chapters published – authored/edited; Training manual / chapter in training manual; Papers presented at Scientific Conferences/Seminars; Popular articles/bulletin/short communication	5.0
G	Special Attainments/Recognition/Awards/International Exposure <ul style="list-style-type: none"> • Award of Fellowships by Scientific/Professional Societies • Novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology, etc.) • Success story of technology disseminated or commercialized • Editor/Member of editorial board of peer reviewed journals • Appointment in special committees by State, National and International agencies • Any other Award/recognition for meritorious work done in relevant area • Additional qualifications like diplomas, degrees obtained / training and seminars attended 	4.0
H	Summer/Winter School/Refresher course and Seminar/Symposium etc. <ul style="list-style-type: none"> • Any such training programs organized as course/Director Coordinator/Co-coordinator • Seminar/Symposium/Conference organized as Chairman / Organizing Secretary / Convener • Training programs attended • Conference/Seminar/Symposium attended 	3.0
I	Institution Building Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of managing new institution, laboratory, field facility, central facility that has bearing on improved standards, work efficiency / resources generation can be given. Likewise, in case of adding new equipments mention can be made as to how many other scientists / students are benefited by such addition. Similarly encouraging HRD, plan implementation and/or monitoring of progress to show better result, successful execution of major projects etc. can be given.	3.0
J	Exclusive contribution if any	2.0
K	Evaluation by Director	10.0
	Grand Total	100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

**Recommendation &
Signature of Head of Division/Centre with**

PROFORMA
Application Form for Award of Best Teacher (2019-20/2020-21)

Details		Score														
A	Basic details															
	Name of the Candidate															
	Designation															
	Date of Birth															
	Date of Joining CIFE															
	Qualification															
	Division/Centre/Section in which working															
B	Teaching <ul style="list-style-type: none"> • Details of courses taught (3.0 marks) • Guest lectures delivered (invited outside CIFE) (3.0 marks) • Details of manuals, textbooks etc. developed (5.0 marks) • Details of student Publication (As Major Guide) (2.0 marks) (above 6.0 NAAS factor) • Details of student placement/awards (As Major Guide) (2.0 marks) 	15.0														
C	Research guidance as Major Advisor/as Advisory Committee Member (only active students will be considered)	10.0														
	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">As Major Advisor Score</th> </tr> <tr> <th>Ongoing</th> <th>Completed</th> </tr> </thead> <tbody> <tr> <td>M.F.Sc.</td> <td style="text-align: center;">1.0</td> <td style="text-align: center;">2.0</td> </tr> <tr> <td>Ph.D.</td> <td style="text-align: center;">2.0</td> <td style="text-align: center;">3.0</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>			As Major Advisor Score		Ongoing	Completed	M.F.Sc.	1.0	2.0	Ph.D.	2.0	3.0			
				As Major Advisor Score												
			Ongoing	Completed												
	M.F.Sc.		1.0	2.0												
Ph.D.	2.0	3.0														
E	Research Projects <ul style="list-style-type: none"> • List of projects handled/associated (institutional / externally funded /sponsored/contract/consultancy/any other special research assignments) as PI per project Externally funded projects: 3.0 marks Institutional funded 2.0 marks Commercialization / Patent of technology:5.0 marks	15.0														
F	Evaluation by the students of the applicants division	25.0														
G	Any innovation Method of teaching adopted during COVID-19 pandemic	5.0														
H	Evaluation by Director Feedback as a Teacher / Sincerity as a teacher / Commitment to	10.0														

	improve teaching and overall academic excellence	
I	Evaluation by External Expert Committee	20.0
	Grand Total	100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

**Signature of the Applicant
with Date**

Recommendation & Signature of Head of Division/Centre with Date

PROFORMA

Application Form for Award of Best Extension Scientist / worker (2019-20/2020-21)

Details		
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/Centre/Section in which working	
	B	Achievements in Extension Work
	<ul style="list-style-type: none"> • Success story of technology transfer and adoption / Technology assessment and refinement through participatory extension 10.0 • Extension technology and methods developed and innovations therein 5.0 • Field day/farmers fair, demonstration, exhibitions organized / participated 5.0 • Initiation of collaborative extension programs / Popularization of new technologies 5.0 • Trainings organized and clients benefited – Novel theme based trainings / workshops conceptualized and organized 5.0 • Courses designed and curriculum developed for training programs 5.0 • Development of novel teaching / training aids 5.0 	
C	Achievements in Extension Research Research projects / Consultancy projects / Development support	10.0
D	Popular articles / presentations / Research Papers <ul style="list-style-type: none"> • Tension bulletins / Newsletters / Pamphlets / Newspaper articles / Other extension materials • Radio programs / Video programs / extension related lectures / Advocacy (maximum of 5 marks) / NAAS rated Journals 	15.0
E	Awards / Recognition <ul style="list-style-type: none"> • International and National Awards / Fellowships (Post-Doctoral) / academies and Societies) • Institutional or recognized professional societies award / Journal editor • Best paper, best posters awards • Invited key speaker in relevant National / International meetings • Special assignments (International organizations, overseas and special national assignments/consultancies not covered elsewhere in application) • Convener or co-convener of seminars/symposia/conference • Linkages developed national and international agency 	5.0
F	Evaluation by Director Based on Feedback as an Extension worker and trainer and importance of applicant's contribution to improve extension work and the overall	10.0

	discipline	
G	Evaluation by External Expert Committee (Based on independent evaluation of details furnished under item no. A to E)	20.0
	Grand Total	100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

**Recommendation &
Signature of Head of Division/Centre with Date**

PROFORMA
Application Form for Award of Best Young Scientist for
Field oriented Work (2019-20/2020-21)

(Only those <40 years of age as of 31.3.2020 /31.3.2021 are eligible to apply)		
Details		Score
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/Centre/Section in which working	
B	Research <ul style="list-style-type: none"> • List of projects handled/associated (institutional / externally funded/sponsored/contract/consultancy/any other special research assignments) in the field / farm / hatchery / farmers field / natural resources • Salient research accomplishments with respect to objectives, targets / milestones and research outputs as Principal Investigator (PI) / Co-PI • Involvement in participatory technology development. 	20.0
C	Kisan mela conducted meeting with state fisheries officials work done for ST/SC farmers	5.0
D	Publications <ul style="list-style-type: none"> • Research papers published in referred / peer reviewed journals / pamphlets / handouts / bulletins / popular articles / material in local languages • Training manuals / lecture notes • Radi0 and TV talks 	10.0
E	Special Attainments/Recognition/Awards/International Exposure <ul style="list-style-type: none"> • Award of Fellowships by Scientific/Professional Societies • Novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology, etc.) • Success story of technology disseminated or commercialized • Editor/Member of editorial board of peer reviewed journals • Appointment in special committees by State, National and International agencies • Any other Award/recognition for meritorious work done in relevant area • Additional qualifications like diplomas, degrees obtained / training and seminars attended 	5.0

F	Summer/Winter School/Refresher course and Seminar/ Symposium/ Training programmes conducted etc. <ul style="list-style-type: none"> • Any such training programs organized as course Coordinator/Co-ordinator • Seminar/Symposium/Conference organized as Chairman / Organizing Secretary / Convener • Training programs attended • Conference/Seminar/Symposium attended 	10.0
G	Demonstration on field	10.0
H	Innovative contributions	5.0
I	Institution Building Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of managing new institution, laboratory, field facility, central facility that has bearing on improved standards, work efficiency / resources generation can be given. Likewise, in case of adding new equipments mention can be made as to how many other scientists / students are benefited by such addition. Similarly encouraging HRD, plan implementation and/or monitoring of progress to show better result, successful execution of major projects etc. can be given.	5.0
J	Evaluation by Director	10.0
K	Evaluation by External Expert Committee	20.0
Grand Total		100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

Recommendation &
Signature of Head of Division/Centre with Date

PROFORMA
Award of Best Division/ Section / Centre (2019-20/2020-21)

Details		Score
A	Basic details	
	Name of the division/ Centre/ Cell Name of the Scientists with their designation, qualification and areas of specialization	
	Name of technical Officer with their designation, qualification and responsibilities	
B	Significant Achievements in Teaching & Training, Research & Development and Extension Work	30.0
	Achievements in Teaching and Training (HRD) Courses taught / Designing of course curriculum / Innovation in teaching methods / development of aids / Guest lectures delivered	12.0
	Exclusive contribution for bringing the institute into limelight	3.0
	Achievements in Research & Development <ul style="list-style-type: none"> • List of projects handled/associated (institutional / externally funded/ sponsored/contract/consultancy/any other special research assignments) • Specify initiation and formulation of new research project. • Salient research accomplishments with respect to objectives, targets / milestones and research outputs as Principal Investigator (PI) / Co-PI • Involvement in participatory technology development. • Guidance for M.F.Sc./Ph.D. dissertations as major guide • Success of students (as major guide) in terms of recognition for awards and/or qualifying ARS/SRF/NET etc. • Thrust areas proposed Future Plan of Action 	10.0
	Achievements in Extension work including Commercialization of technology Popularization of new technologies/Innovation in extension technology and methods/Initiation of collaborative extension programs/Training conducted and farmers benefited/Organizing Kisan Mela and Exhibition, TV-Radios talks	5.0
C	Publications (referred articles) Research papers published in referred / peer reviewed journals (weightage as per NAAS Journal ratings)	10.0
	Other Publications Book / book chapters published - authored/edited; Training manual /chapter in training manual; Papers presented at Scientific Conferences/Seminars; Popular articles/bulletin/short communication	5.0

D	Institution Building Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of managing new institution, laboratory, field facility, central facility that has bearing on improved standards, work efficiency / resources generation can be given. Likewise, in case of adding new equipments mention can be made as to how many other scientists / students are benefited by such addition. Similarly encouraging HRD, plan implementation and/or monitoring of progress to show better result, successful execution of major projects etc. can be given.	10.0
E	Peer recognition / Special Attainments/Recognition/Awards/ International Exposure <ul style="list-style-type: none"> • International and National Awards / Fellowships by Scientific / Professional Societies • Novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology, etc.) • Success story of technology disseminated or commercialized • Editor/Member of editorial board of peer reviewed journals • Appointment in special committees by State, National and International agencies • Any other Award/recognition for meritorious work done in relevant area • Additional qualifications like diplomas, degrees obtained / training and seminars attended 	5.0
F	Summer/Winter School/Refresher course and Seminar/ Symposium etc. <ul style="list-style-type: none"> • Any such training programs organized as course Coordinator/Co-ordinator • Seminar/Symposium/Conference organized as Chairman / Organizing Secretary / Convener • Training programs attended • Conference/Seminar/Symposium attended 	5.0
G	Resource Generation	5.0
H	Evaluation by Director	10.0
I	Evaluation by External Expert Committee	20.0
	Grand Total	100.0

Note : One page write up on why the Division / Centre shall be considered for the Award in comparison to other Division / Centres shall accompany the filled in Application Form.

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of Head of Division/SIC Centre with Date

PROFORMA
Application Form for Award of Best Technical Staff (2019-20/2020-21)

	Details	Score
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/Centre/Section in which working	
B	Achievements and Contributions	30.0
	Specific duties / Responsibilities assigned (provide detailed list in tabular format)	Targets Achieved (with respect to satisfactory & timely completion, quality of output)
C	Contributions to Institution Building Activities Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of managing new institution, laboratory, field facility, central facility that has bearing on improved standards, work efficiency / resources generation can be given. Likewise, in case of adding new equipments mention can be made as to how many other scientists / students are benefited by such addition. Membership in committees an specific contribution therein may be considered. Any other specific contribution	10.0
D	Teaching - Practicals conducted Exclusive contribution by you for the institute developmental activities	10.0
E	Special Attainments / Awards / Training / Seminars etc. Award by Scientific/Professional Societies; Technical assistance in novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology, etc.); Success story of technology disseminated or commercialized; Any other Award/recognition for meritorious work done in relevant area Additional qualifications like diplomas, degrees obtained / training and seminars attended; Technical assistance in organizing seminars, workshops, training programs	5.0
F	Participation in Extracurricular and co-curricular activities Participation in literary and cultural events, staff welfare, sports activities, social service, etc.	5.0
G	Evaluation by the concerned Head of Division	10.0
H	Evaluation by Director	10.0
I	Evaluation by External Expert Committee	20.0
Grand Total		100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

Recommendation & Signature of Head of Division/Centre with Date

PROFORMA
Application Form for Award of Best Administrative Staff (2019-20/2020-21)

Details		Score
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/ Centre/Section in which working	
B	Achievements and Contributions	20.0
	Specific duties / Responsibilities assigned (provide detailed list in tabular format)	Targets Achieved (with respect to satisfactory & timely completion, quality of output)
C	Contributions to Institution Building Activities Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of managing new institution, laboratory, field facility, central facility that has bearing on improved standards, work efficiency / resources generation can be given. Membership in committees and specific contribution therein may be considered. Any other specific contribution	5.0
D	Participation in Extracurricular and co-curricular activities Participation in literary and cultural events, staff welfare, sports activities, social service, etc.	5.0
E	Evaluation by Head of Section	15.0
F	Evaluation by all Heads of Division SICs of Centres	15.0
G	Evaluation by Director	20.0
H	Evaluation by External Expert Committee	20.0
Grand Total		100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

Recommendation &
Signature of Head of Division/Centre with
Date

PROFORMA
Application Form for Award for Best Supporting Staff (2019-20/2020-21)

	Details	Score
A	Name	10.0
	Section	
	Responsibilities	
B	Head of the Division / Section	50.0
C	Evaluation of by Director	20.0
D	Evaluation by External Expert Committee	20.0
	Grand Total	100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

**Recommendation &
Signature of Head of Division/Centre with
Date**

PROFORMA
Application Form for Award of Award for Hindi Work (2019-20/2020-21)

	Details	Score
A	Basic details	
	Name of the Candidate	
	Designation	
	Date of Birth	
	Date of Joining CIFE	
	Qualification	
	Division/Centre/Section in which working	
	Mother Tongue	
B	Publications & other work in Hindi Research papers / articles written or translated into Hindi Books/Book chapters written in Hindi Articles in Hindi presented in workshop / conferences Popular articles and presentations <ul style="list-style-type: none"> • Extension bulletins / Newsletters / Pamphlets / Newspaper articles / Other extension materials developed • Radio programs / Video programs / Extension related lectures / Advocacy 	60.0
C	Evaluation by Director	20.0
D	Evaluation by External Expert Committee	20.0
Grand Total		100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

**Recommendation &
Signature of Head of Division/Centre with
Date**

PROFORMA
Application Form for Award for Patent /IPR / Technology Generation(2019-20/2020-21)

	Details	Score
A	Particulars of the Technology Generation / Commercialization/Patented / transferred	50.0
B	Revenue Generated	20.0
C	Evaluation of by Director	10.0
D	Evaluation by External Expert Committee	20.0
	Grand Total	100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date

**Recommendation &
Signature of Head of Division/Centre with
Date**

PROFORMA

Application Form for Award for Publication of the year (Highest Impact Factor) (2019-20/2020-21)

	Details	Score
A	Publication with highest NAAS factor	100.0
	• Copy of published paper. (Publication to be during 01.04.2019 to 31.03.2020/01.04.2020 to 31.03.2021)	
	• The work done should be at CIFE	
	• Date of approval from PME Cell	
	• The first author has to be the Faculty / Student of CIFE	
	Grand Total	100.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

Signature of the Applicant with Date **Recommendation &
Signature of Head of Division/Centre with
Date**

PROFORMA

Application Form for Award for Institutional Building (2019-20/2020-21)

	Details	Score
A	Preparation of reports viz. Annual Report, Quarterly Report, IRC, Plan Documents, EFC, Proceedings of meetings etc.	50.0
	• Additional responsibilities	
	• Contribution in various committees	
	• Coordination of various activities of the Institute	
	• Two activities where you have contributed most description	5.0
B	Head of the Division	5.0
C	Evaluation of by Director	20.0
D	Evaluation by External Expert Committee	20.0

I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge.

**Signature of the Applicant with Date Recommendation &
Signature of Head of Division/Centre with
Date**

PROFORMA

Application Form for Award for Best M.F.Sc. Dissertation (2019-20/2020-21)

1. Name of the student in full (underline surname)
2. Date and place of birth
3. Marital status
4. Present postal address including Telephone, Fax, Telex, E mail etc.
5. Educational qualifications beginning with the first-degree or equivalent (in a tabular form)

S. No.	Degree	Discipline	Year
	M.F.Sc.		* The degree should have been awarded during 1.4.19 to 31.3.20/1.4.20 to 31.3.21

6. Details of the dissertation research submitted for the award
 - (i) Title of the dissertation
 - (ii) Department/Division/ where research work was done
 - (iii) Name and Designation of the dissertation / thesis supervisor
 - (iv) Brief description, scientific, technological socioeconomic relevance and priority of the research problem.
 - (v) What standard methods, procedures were used in the experimental work?
 - (vi) Were any special tools/procedures specially developed for the thesis research.
 - (vii) Briefly describe the principal results obtained?
 - (viii) In what way these results have made an original contribution to the solution of the research problem?
 - (ix) List of publications from this research work? (Published / Accepted)
 7. A concise statement (about 200 words) highlighting the most significant aspects of the research work done that you would like to see in your citation of award, if chosen.
 8. Whether any patents have been taken/applied for?
 9. Rating the research with the leading 5 frontier area of research
- Signature of the
Candidate Supervisor with date
10. Forwarding note by the Head of the Division
- Name & Designation
Seal and date
11. Annexures (List the documents enclosed)

PROFORMA

Application Form for Award for Best Ph.D. Thesis (2019-20/2020-21)

1. Name of the student in full (underline surname)
2. Date and place of birth
3. Marital status
4. Present postal address including Telephone, Fax, Telex, E mail etc.
5. Educational qualifications beginning with the first-degree or equivalent (in a tabular form)

S. No.	Degree	Discipline	Year
	Ph.D.		* The degree should have been awarded during 1.4.19 to 31.3.20/1.4.20 to 31.3.21

6. Details of the dissertation research submitted for the award
 - (i) Title of the dissertation
 - (ii) Department/Division/ where research work was done
 - (iii) Name and Designation of the dissertation / thesis supervisor
 - (iv) Brief description, scientific, technological socioeconomic relevance and priority of the research problem.
 - (v) What standard methods, procedures were used in the experimental work?
 - (vi) Were any special tools/procedures specially developed for the thesis research.
 - (vii) Briefly describe the principal results obtained?
 - (viii) In what way these results have made an original contribution to the solution of the research problem?
 - (ix) List of publications from this research work? (Published / Accepted)
7. A concise statement (about 200 words) highlighting the most significant aspects of the research work done that you would like to see in your citation of award, if chosen.
8. Whether any patents have been taken/applied for?
9. How do you consider this research area as exclusive

Signature of the
Candidate Supervisor with date

10. Forwarding note by the Head of the Division

Name & Designation
Seal and date

11. Annexures (List the documents enclosed)

7.

- 1. Award for School Children - Highest scorer in Class X**
(for children of CIFE employees) (The result / mark sheet should be during **(1.4.2019 to 31.3.20/1.4.20 to 31.3.21)**).

For these Award, the concerned parent - employee has to submit the copy of attested mark sheet along with the name of the Employee, Designation, Name of the Student and Name of the School in which the student has passed.

1. **Award for School Children - Highest scorer in Class XII**
(for children of CIFE **employees**) (The result/mark sheet should be during **(1.4.2019 to 31.3.20/1.4.20 to 31.3.21)**).

For these Awards, the concerned parent - employee has to submit the copy of attested mark sheet along with the name of the Employee, Designation, Name of the Student and Name of the School in which the student has passed.

PROFORMA
Application Form for Award for Matsya Bhushan (2019-20/2020-21)

ONLY BY NOMINATION

Criteria

- All Staff of CIFE
- Must have contributed significantly for the development of CIFE in the following areas
 - Funds mobilization
 - Recognition to CIFE / bringing laurels to the Institute
 - The retired staff name can be nominated, whose contribution is recognized after his / her retirement only. In that case cash prize of Rs. 50,000/- may be given

Award

- Citation
- Travel grant of Rs. 50,000/- to attend conference / workshop / seminar / training (within India)
- The travel grant should be limited to maximum two tours of worth not more than Rs. 50,000/-
- Contingency grant of Rs. 10,000/- (which will be utilized by the awardees as per rules)