

**PROFORMA FOR RECOMMENDING THE TEACHERS FOR District AWARDS, 2023**

The details for assessment of work of the Teachers for selection by the Inspecting Officer are given below :

1. Name of the Teacher :
2. Father / Husband Name :
3. Date of Birth :
4. Qualifications:
  - a) Academic :
  - b) Professional :
5. Service Particulars :-
  - a) Date of Joining into service :
  - b) Length of continuous service as on 5<sup>th</sup> September :
  - c) Present Designation :
  - d) Name of the School in which he /she is working with postal address and PIN CODE :
  - e) Permanent Postal Address (Residential and Telegraphic Address with PIN CODE) :
  - f) Nearest Bank Address :
  - g) Mobile Number :

6. Details of Service rendered:

Name of the School	Whether belongs to Primary School or Secondary	Management	Period of service details from appointment date – to – date	Service rendered in Agency / Slum area, if any	Subjects taught

7. Academic Achievements:

Year		Subjects taught	S.S.C	VII Class	Other Classes
	Number appeared :				
	Number Passed :				
	Pass Percentage :				
	Average Marks in the Subjects :				

Note : The above particulars should be furnished for the last five years.

- :
- Participation of the Teachers in the activities
8. of Parent – Teacher Association.
  9. Special Work done for raising the standards of Education (Work done by the teacher should be noted in this proforma against each item briefly, but not objective type i.e., Yes or No)
    - a) Steps taken by the Teachers to increase enrolment in the school and mobilization of out of School children and to avoid drop - outs
 

:
    - b) Give enrollment / retention percentage figures for the last 3 years of the school.
 

:                      Year Enrolment retention Percentage
  10. Activities undertaken for strengthening National integration (give details):-
    - a) N.C.C.
 

:
    - b) Scouts and Guides
 

:
    - c) Jamboree
 

:
    - d) Camps
 

:
    - e) National Green Crops
 

:
    - f) Other activities, if any
 

:
  11. Inculcating interest if Co- curricular and Extra –Curricular activities among the students (Work done by the teacher should be noted against each item briefly but not objective type i.e., Yes or No)
    - a) Annual day function participation
 

:                      Held / Not held:
    - b) Culture programmes Participated and training given to students to participate in competitions (furnish details):
      - I. School Level
 

:
      - II. Mandal Level
 

:
      - III. District Level
 

:
      - IV. State Level
 

:
    - c) Debates / Elocution / Quiz Competitions sports in which the students were made to participate (Give details)
      - i. Inter – School Level
 

:
      - ii. Inter – District Level
 

:
      - iii. State Level
 

:
      - iv. National Level
 

:

	d) Excursion / Tours to the important places conducted (Mention the places and periods):-		
	i. Within the State	:	
	ii. Outside the State	:	
	e) Participation in the Community Service (furnish details):-		
	i. Social Work	:	
	ii. Clean and Green	:	
	iii. Health Campaigns	:	
12.	Contribution of the teacher for physical development of the School (Give details):-		
	a) Accommodation	:	
	b) Furniture	:	
	c) Other Aids	:	
13.	Contribution of the Teacher for development of Students Educational Standards:-		
	a) Innovating Methods of Teaching	:	
	b) Activity Packs	:	
	c) Teaching Learning Material	:	
	d) Evaluation tools developing	:	
14.	Contribution of Teachers for promoting literacy in general :-		
	a) Participation in Akshar Sankarati (to be certified by Collector)	:	
	b) Back to School Programme	:	
15.	Interest in helping the gifted / handicapped / mentally retarded and backward students	:	

16. Educational Innovative Writings use ful to the Students (Give details):-
- a) If text books author, details of the book (s): :
  - i) Class :
  - ii) Subject :
  - iii) Year :
  - b) Publication of Articles in (Give details during last 3 years) :
  - i) State Level :
  - ii) National Level :
- 17 Awards received previously, if any (Give details) :
18. Relationship with (PTA meetings):-
- i) Students :
  - ii) Teachers :
  - iii) Parents :
19. Any other achievements not mentioned above :
20. Brief note on criminal or other cases against the teacher and character of teacher :
21. Specific Remarks of the Inspecting Officer Justifying award for the teacher (One Para) :
22. Remarks / Recommendation of the District Educational Officer (specific remarks) justifying the recommendation :

Name of the Journal      year of Publication

PLACE :

SIGNATURE OF THE  
INSPECTING OFFICER  
WITH OFFICIAL SEAL

DATE :

**Divisional Level Committee/ Mandal Level Committee names with Signatures:**

- 1)
- 2)
- 3)

**CERTIFICATE OF ANTECEDENTS AND CHARACTER**

This is to Certify that ..... recommended for DIST BEST TEACHER AWARDS, 2023 by the Inspecting Officer concerned has an absolutely clean record of service and faultless antecedents and that no enquires or legal proceeding of any kind, departmental or otherwise, are pending against him/her.

PLACE :

SIGNATURE OF THE  
DEPUTY EDUCATIONAL OFFICER /  
MANDAL EDUCATIONAL OFFICER /

DATE :

WITH OFFICIAL SEAL

**PROFORMA FROM INSPECTING OFFICER DISTRICT TEACHER AWARDS – 2023**

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1. Name of the Teacher and Designation :-----

2. Name of the School Working :-----

3. Name of the Mandal :-----

S.NO	CRITERIA OF ITEM	MAX.MARKS	MARKS RECOMMENDED
1	Qualifications- PG/M.Phil/Ph.D	4	
2	Length of Service		
	a) Category IV School Working	2	
	b) 15 to 25 Years (between)	4	
	c) Above 25 Years	4	
3	Subject Taught-percentage of Passes in the subjects taught(SSC)		
	a) Upto 60%	2	
	b) Between 61 to 75%	4	
	c)Between 76% to 100%	4	
4	Special work done for raising the enrolment of the school( Out of school children)		
	a) Enrolled children up to 5	2	
	b) 6 to 15 children	4	
	c) 16 and Above	6	
	(Documentary evidence for enrollment with Admission No.s duly countersigned by the concerned officer)		
5	Participation in the National Integration Activities		
	a) NCC	2	
	b) Scouts/guides	2	
	c) NGC	2	
	d) Lead India	2	
	e) Science exhibition	4	
6	Training given to children to creative interest regarding co-curricular activities and Computers		
	a) School Level	2	
	b)Mandal level	2	
	c) District level	2	
	d) State Level	4	
7	Training to children in order to create interest co-curricular/extra curricular/sports/Games/Debate/Quiz/Drama and to make the children to participate in the competitions		
	a) School Level	2	
	b)Mandal Level	2	
	c) District Level	2	
	d) State Level	4	
8	Contribution of the teacher for Physical development of the school		
	a) Accommodation, Clean rooms, toilets, compound wall, e.t.c.	4	
	b) Furniture	2	
	c) Teaching aids/Material(Computers, e.t.c)	2	
	d) Cash/Land Donation	4	
9	Innovative writing useful to students,		

	printing of books and author of text books and publication of articles at		
	a) local News papers	2	
	b) District Level	2	
	c) State level	2	
	d) National level	4	
10	1) Awards received Previously		
	a) Mandal level	2	
	b) District Level	4	
	2) other Contributions to Schools/Society if any	4	
	<b>Total Marks ::</b>	<b>100</b>	

**Counter Signature of the Inspecting Officer**

**Signature of the Applicant.**

**District Best Teacher Award 2023**

**Certificate of Antecedents and Character**

This is to certify that Sri / Smt / Kum. \_\_\_\_\_  
working as \_\_\_\_\_ - in  
\_\_\_\_\_, \_\_\_\_\_ Mandal, -  
----- District, who is recommended By this Office for selection for the  
award of District Best Teacher Award for 2023-24 has an absolutely clean  
record of Character , service and faultless antecedents and that no enquiries  
or legal proceedings of any kind, department or otherwise are pending  
against her. It is Endorsed That The Applicant Desrves For This Award

***Signature of the  
Deputy Educational Officer /  
Mandal Educational Officer  
( Office Seal )***