



DISTRICT BEST TEACHER AWARD
EAST GODAVARI, ANDHRA PRADESH



APPLICATION

1	Name of the Teacher (full name in block letters)			
2	Basic Qualification			
3	Additional Qualifications			
4	Designation			
5	Treasury ID. No.			
6	Present Place of working (with UDISE Code)			
7	Date of Birth (DD/MM/YYYY)			
8	Date of appointment (DD/MM/YYYY)			
9	Date of Joining in the present cadre (DD/MM/YYYY)			
10	Length of total service as on 31.08.2016 (should not be less than 15 years)			
11	How many school age children identified last academic year in Anganwadi schools / Primary Schools / Upper Primary Schools in your habitation?			
	How many school age children joined in your school?			
	How many school age children joined in other Govt schools?			
	How many school age children joined in Private schools?			
	Percentage of school age children joined in Govt Schools (own school + other Govt Schools)			
12	Average attendance of students in the school in last academic year (Total Attendance / No. of Working days)			
13	How many students in your school total roll are entered into Childinfo data	Total Roll	Entered into Child Info	%
14	How many students in your school total roll are seeded and verified their Aadhar Numbers in Childinfo data	Total Roll	Seeded and Verified	%
15	No. of students were made to participate in co-curricular activities (Debate / Elocution / Quiz / Sports & games / Cultural activities / Science Exhibitions)	Mandal level	District level	State Level
16	Average number of students taking MDM in last academic year (in total roll of the school)	Total Roll	No. taking MDM	%
17	The monthly average number of visit reports as per MDM Visit Register in last academic year			
18	No. of students selected for Navodaya /A.P.Residential Schools /NMMS /NTSE/IIIT			
19	Number of child labour / OSC admitted in the school by the own effort of the teacher?			
20	Participation of the teacher in publication of Text Books / Radio Programmes/T.V. Programmes			
21	No. of appreciations received officially for best academic performance like TLM/Science projects/INSPIRE etc.	Mandal level	District level	State level
22	Whether received any awards during last three years in academic issues from Public / NGOs / District Officials / Others			

23	Initiation in raising of funds/ material/ property/infrastructure for developing the school from NGOs / Philanthropists / Donors / by own			
24	Whether acted as Resource Person at any level in teachers trainings provided by the Govt., in last year / this year			
25	Whether your school has been recognised as Excellent/Best School in "Samkalpam" Program in last year / this year			
26	Whether the teacher has been selected in the program "Swachha Samkalpam" Program and trained and motivated the team of students to participate in the program actively in last year / this year			
27	If drafted for SSC examination invigilation duty for 2015-2016? If yes, whether he/she attended the duty or got exemption / relieved in middle of the duty?			
28	If drafted for SSC spot valuation duty for 2015-2016? If yes, whether he/she attended the duty or got exemption / relieved in middle of the duty?			
29	If the sons / daughters of the teacher studied previously / are studying now (1 st class to SSC) in Govt. Schools?			
30	Percentage of teacher attendance in the school in last academic year on net working days? (Net working days = Total working days – Aailed CLs)			
31	<u>For the teachers who dealt SSC in previous year</u> Performance in SSC Results:	No. of Students Appeared	Total of Subject / School GPA	Average of GPA
	<u>For the teachers who not dealt SSC in previous year (PS/UPS/HS)</u> Performance in Summative-3 Examinations:	No. of Students Appeared	Total of Subject / School Marks	Average of Marks

Signature of the teacher

CERTIFICATE OF THE CONCERNED AUTHORITY

I Certified that...

- (1) I have verified the above proposals with records and satisfied myself with the efforts made by the teacher.
- (2) He/she has not awarded any punishment in disciplinary action in last five years and no charges pending as on today.
- (3) He/she has not acted as office bearer for any teacher union in last year and this year also.

Hence, I recommend his/her candidatures for consideration at District Level for Best Teacher Award for the year-2016 and I am personally held responsible if any wrong information certified by me.

Signature of the Authority

Enclosures:

- (1) Check List.
- (2) List of Marks Awarded.
- (3) All relevant copies of Certificates.

INSTRUCTIONS

1. The teachers, who got Best Teacher Award in previous years, are not eligible to apply.
2. The teachers, who got any punishment in disciplinary cases in last 05 years and who have pending charges as on today, are not eligible to apply.
3. The teachers, who are acting as office bearers of any teacher union in this academic year, are not eligible to apply.
4. The application, other than this format, is not valid to apply.
5. Evidences should be produced for all entries with counter signature of concerned Inspecting Officer/HM as per Check List; otherwise marks shall not be allotted.
6. The Application and Check List, which have no signatures and Marks Sheet does not contain signatures of all committee members and marks awarded not properly, are not valid.
7. The Applications, which have been received after due date, will not be considered.
8. Need not to enclose any press clippings or other than specified as evidences of achievements.
9. All certificates should be signed/issued by the concerned authority i.e., in case of PS and UPS, MEO / in case of HS, HM / in case of HM, DyEO.
10. If found any false information or if not found necessary evidences / documents, the proposals are liable to be summarily rejected / cancelled and disciplinary action should be initiated against the defaulters.
11. The No. of proposals for Awards has to be forwarded by each DyEO-05, each DIoS-01, and each MEO-01 only. All the Inspecting Officers concerned shall send proposals accordingly.
12. Any Inspecting Officer shall not send proposals more than the number allotted under any circumstances, otherwise disciplinary action will be initiated against defaulters.
13. Similarly, the proposals shall not be less than the number allotted. If no teacher applied to the required number allotted, the concerned Inspecting Officer shall identify the teachers who have best practises and motivate them to apply compulsorily.
14. The details on how to calculate the performance / calculate the marks for awarding can be found in Marks List.

"Everyone who remembers his own education remembers teachers, not methods and techniques. The teacher is the heart of the educational system."
-Sidney Hook

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CHECK LIST

S.No.	Description	Supporting Documents	Enclosed or not
1	Name of the Teacher	Copy of Identity Card	
2	Basic Qualification	Certificates duly self attested	
3	Additional Qualifications	Certificates duly self attested	
4	Designation	Enclose a copy of appointment order / Copy of First page of SR	
5	Treasury ID. No.	SR Copy / Treasury Copy	
6	Present Place of working (with UDISE Code)	Service certificate issued by the authority	
7	Date of Birth (DD/MM/YYYY)	Copy of SSC certificate	
8	Date of appointment (DD/MM/YYYY)	Copy of appointment order / Copy of First page of SR	
9	Date of Joining in the present cadre (DD/MM/YYYY)	Certificate issued by the HM/MEO concerned	
10	Length of total service as on 31.08.2016	Certificate issued by the HM/MEO concerned	
11	How many school age children identified last academic year in Anganwadi schools / Primary Schools / Upper Primary Schools in your habitation?	Certificate issued by the authority	
	How many school age children joined in your school?		
	How many school age children joined in other Govt schools?		
	How many school age children joined in Private schools?		
	Percentage of school age children joined in Govt Schools (own school + other Govt Schools)		
12	Average attendance of students in the school in last academic year (Total Attendance / No. of Working days) (In case of SGT or SA, total roll in the classes dealt by them, in case of HMs / acting Primary School HMs / acting UP School HMs, total school roll shall be considered)	Certificate issued by the authority	
13	How many students in your school total roll are entered into Childinfo data. (In case of SGT or SA, total roll in the classes dealt by them, in case of HMs / acting Primary School HMs / acting UP School HMs, total school roll shall be considered)	Certificate issued by the authority	
14	How many students in your school total roll are seeded and verified their Aadhar Numbers in Childinfo data (In case of SGT or SA, total roll in the classes dealt by them, in case of HMs / acting Primary School HMs / acting UP School HMs, total school roll shall be considered)	Certificate issued by the authority	
15	No. of students were made of participate in co-curricular activities (Debate / Elocution / Quiz / Sports & games / Cultural activities / Science Exhibitions)	Copies of Students Participation Certificates / Certificate issued by the Inspecting Officer	
16	Average number of students taking MDM in last academic year (in total roll of the school)	Copy of concerned MDM Register with counter sign of Inspecting Officer	

17	The monthly average number of visit reports as per MDM Visit Register in last academic year	Certificate issued by the Inspecting Officer	
18	No. of students selected for Navodaya /A.P.Residential Schools /NMMS /NTSE/IIIT	Certificate issued by the authority	
19	Number of child labour / OSC admitted in the school by the own effort of the teacher?	Certificate issued by the authority	
20	Participation of the teacher in publication of Text Books / Radio Programmes/T.V. Programmes	Certificate issued by the authority	
21	No. of appreciations received officially for best academic performance like TLM/Science projects/INSPIRE etc.	Copies of Certificates issued by the competent authority received	
22	Whether received any awards during last three years in academic issues from Public / NGOs / District Officials / Others	Copies of Certificates received	
23	Initiation in raising of funds/ material/ property/infrastructure for developing the school from NGOs / Philanthropists / Donors / by own	Certificate issued by the authority Photos of properties / Infrastructure	
24	Whether acted as Resource Person at any level in teachers trainings provided by the Govt., in last year / this year	Certificate issued by the authority	
25	Whether your school has been recognised as Excellent/Best School in "Samkalpan" Program in last year / this year	Certificate issued by the authority	
26	Whether the teacher has been selected in the program "Swachha Samkalpan" Program and trained and motivated the team of students to participate in the program actively in last year / this year	Certificate issued by the authority	
27	If drafted for SSC examination invigilation duty for 2015-2016? If yes, whether he/she attended the duty or got exemption / relieved in middle of the duty?	Copy of Relieving Certificate with counter signature of the authority	
28	If drafted for SSC spot valuation duty for 2015-2016? If yes, whether he/she attended the duty or got exemption / relieved in middle of the duty?	Copy of Relieving Certificate with counter signature of the authority	
29	If the sons / daughters of the teacher studied previously / are studying now (1 st class to SSC) in Govt. Schools?	Self declaration attested by the Headmaster of the School in which the children studied / are studying OR Copies of study certificates duly counter signed by authority	
30	Percentage of teacher attendance in the school in last academic year on net working days? (Net working days = Total working days – Ayailed CLs)	Certificate issued by the authority	
31	Performance in SSC Results (Subject Average of GPA for Subject Teachers and School Average GPA for HM) (Subject / School GPA Total/No. of Students appeared) Performance in Summative-3 Results (Subject Average Marks for Subject Teachers and School Average Marks for HM) (Subject / School Marks Total / No. of Students appeared)	Certificate issued by the authority	

Signature of the Teacher

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MARKS LIST

Name of the Teacher (Full name in block letters)				
Present Place of working				
Sl. No.	Details	Max. Marks	Marks Prescribed	Marks awarded by the Committee
3	Additional Qualifications	2	2 Marks	
10	Length of total service as on 31.08.2016 (should not be less than 15 years)	5	15-20 Years: 2 Marks 20-25 Years: 3 Marks 25-30 years: 4 Marks Above 30 Years : 5 Marks	
11	How many school age children identified by anganwadi schools / Primary Schools / Upper Primary Schools in your habitation last academic year? And joined in his/her School, other Govt. Schools, Private schools.	5	100% joined in his/her school : 5 Marks If joined More than 50% in all Govt. Schools : 3 Marks If joined more than 50% in Private Schools : 0 Marks	
12	Attendance of students in the school by average in last academic year	5	96 to 100% : 5 Marks 91 to 95% : 3 Marks 85 to 90% : 2 Marks Below 85% : 0 Marks	
13	How many students in your school total roll are entered into Childinfo data	5	96 to 100% : 5 Marks 90 to 95% : 3 Marks Below 90% : 0 Marks	
14	How many students in your school total roll are seeded and verified Aadhar Numbers in Childinfo data	5	96 to 100% : 5 Marks 90 to 95% : 3 Marks Below 90% : 0 Marks	
15	Competitions in which No. of students were made of participate	5	If any one level : 3 Marks If more than one level : 5 Marks	
16	Average number of students taking MDM in last academic year (in total roll of the school)	5	91 to 100% : 5 Marks 81 to 90% : 3 Marks 71 to 80% : 2 Marks Below 71% : 0 Marks	
17	The monthly average number of visit reports as per MDM Visit Register in last academic year	5	No. of visits are 10 or above : 5 Marks No. of visits are 5 to 9 : 3 Marks No. of visits are below 5 : 0 Marks	
18	No. of students selected for Navodaya & A.P. Residential Schools / NMMS / NTSE / IIIT	3	5 and above Students selected : 3 Marks Below 5 students selected : 2 Mark	
19	Number of child labour / OSC admitted in the school by the own effort of the teacher?	3	Any number admitted : 3 marks	
20	Participation of the teacher in publication of Text Books / Radio Programmes/T.V. Programmes	5	Participated in 1 Programme : 3 Marks More than 1 Programme : 5 Marks	
21	No. of appreciations received officially for best academic performance like TLM/Science projects/INSPIRE etc.	5	If any one level : 3 Marks If more than one level : 5 Marks	
22	Whether received any awards during last three years in academic issues from Public / NGOs / District Officials / Others	2	If any award : 2 Marks	

Sl. No.	Details	Max. Marks	Marks Prescribed	Marks awarded by the Committee
23	Initiation in raising of funds/ material/ property/infrastructure for developing the school from NGOs / Philonthropists / Donors / by own (Other than Govt funds/sactions)	5	In case of PS & UPS upto 1 Lakh : 3 Marks More than 1 Lakh : 5 Marks In Case of HS upto 2 Lakhs : 3 Marks More than 2 Lakhs : 5 Marks	
24	any level in teachers trainings provided by the Govt., in last year / this year	5	Any Level : 5 Marks	
25	Whether your school has been recognised as Excellent/Best School in "Samkalpam" Program in last year / this year	10	If selected : 10 Marks	
26	Whether the teacher has been selected in the program "Swachha Samkalpam" Program and trained and motivated the team of students to participate in the program actively in last year / this year	10	If selected and participated: 10 Marks	
27	If drafted for SSC examination invigilation duty for 2015-2016? If yes, whether he/she attended the duty or got exemption / relieved in middle of the duty?	5	Not drafted: 5 Marks Drafted & Attended : 5 Marks Drafted & Exempted/Relieved : 0 Marks	
28	If drafted for SSC spot valuation duty for 2015-2016? If yes, whether he/she attended the duty or got exemption / / relieved in middle of the duty?	5	Not drafted: 5 Marks Drafted & Attended : 5 Marks Drafted & Exempted/Relieved : 0 Marks	
29	If the sons / daughters of the teacher studied previously / are studying now (1 st class to SSC) in Govt. Schools?	10	If One child studied / is studying : 5 Marks Two or more children studied / are studying : 10 Marks	
30	Percentage of teacher attendance in the school in last academic year on net working days? (Net working days = Total working days – Aailed CLs)	5	100 % : 5 Marks 90 to 99% : 3 Marks below 90% : 0 Marks	
31	Performance in SSC Results (For Teachers who dealt SSC only : Subject Average of GPA for Subject Teachers and School Average GPA for HM)	10	If Average of GPA is 9.6 to 10 : 10 Marks 9 to 9.5 : 8 Marks 8.5 to 8.9 : 6 Marks 8 to 8.4 : 4 Marks 7.5 to 7.9 : 2 Marks Below 7.5 : 0 Marks	
	Performance in Summative-3 Results (For Teachers who not dealt SSC only : Subject Average of Marks for Subject Teachers and School Average Marks for HM)		If Average of Marks is 96% to 100% : 10 Marks 90% to 95% : 8 Marks 85% to 89% : 6 Marks 80% to 84% : 4 Marks 75% to 79% : 2 Marks Below 75% : 0 Marks	
TOTAL ALLOTTED		125	<i>TOTAL ACQUIRED</i>	

Signatures of the Mandal/Divisional level Committee members:

Name & Designation		Signature
1	Convenor	
2	Member-1	
3	Member-2	