

PROFORMA FOR RECOMMENDING THE TEACHERS FOR DISTRICT AWARDS, 2018

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 5th 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
1	2	3	4	5	6

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.

8. Participation of the Teachers in the activities 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 in 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 Sankranti (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) Remarks / Recommendation of the District Educational Officer (specific remarks) justifying the recommendation

	Name of the Journal	year of Publication
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PLACE :

DATE :

SIGNATURE OF THE
INSPECTING OFFICER
WITH OFFICIAL SEAL

CERTIFICATE OF ANTECEDENTS AND CHARACTER

This is to Certify that recommended for DISTRICT AWARDS, 2013 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