



നം. SJD-102079/2019-PC3

സാമൂഹ്യനീതി ഡയറക്ടറേറ്റ്,
വികാസ് ഭവൻ, തിരുവനന്തപുരം
തീയതി : 20.12.2019.

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വിജ്ഞാപനം

വിഷയം :- സാമൂഹ്യ നീതി വകുപ്പ് - National Award for Outstanding Services in the field of prevention of Alcoholism and Substance Abuse - നോമിനേഷനുകൾ - ക്ഷണിക്കുന്നു.

സൂചന :-

മദ്യത്തിന്റെയും മയക്കുമരുന്നിന്റെയും ദുരുപയോഗം തടയൽ, ഇരകളുടെ പുനരധിവാസം എന്നിവ പ്രോത്സാഹിപ്പിക്കുന്നതിനു വേണ്ടി ഈ മേഖലയിൽ പ്രവർത്തിക്കുന്ന വ്യക്തികൾ, തദ്ദേശ സ്വയം ഭരണ സ്ഥാപനങ്ങൾ, NGOs, CBOs, ഗവേഷണ പുനരധിവാസ സ്ഥാപനങ്ങൾ, വിദ്യാഭ്യാസ സ്ഥാപനങ്ങൾ എന്നിവയ്ക്കായി ഏർപ്പെടുത്തിയിട്ടുള്ള National Award for Outstanding Services in the field of prevention of Alcoholism and Substance Abuse-ന് വേണ്ടി സ്ഥാപനങ്ങൾ, NGOകൾ, CBOകൾ, വ്യക്തികൾ എന്നിവയിൽ നിന്നും നോമിനേഷനുകൾ ക്ഷണിച്ചുകൊണ്ട് ഭാരത സർക്കാർ വിജ്ഞാപനം പുറപ്പെടുവിച്ചിട്ടുണ്ട്.

തെരഞ്ഞെടുക്കപ്പെടുന്ന സ്ഥാപനങ്ങൾക്ക് പ്രശസ്തി പത്രം, ഫലകം, ക്യാഷ് അവാർഡ് എന്നിവ അടങ്ങുന്നതാണ് അവാർഡ്. സ്ഥാപന മേഖലയിൽ 6-ഉം വ്യക്തിഗത മേഖലയിൽ 1-ഉം ഉൾപ്പെടെ 7 കാറ്റഗറിയിലേയ്ക്കാണ് നോമിനേഷനുകൾ ക്ഷണിച്ചിട്ടുള്ളത്. അവാർഡിനായി നോമിനേഷൻ സമർപ്പിക്കേണ്ട കാറ്റഗറി, അപേക്ഷാ ഫാറം, യോഗ്യത, അവാർഡിനായി തെരഞ്ഞെടുക്കുന്നതിനുള്ള നടപടി ക്രമങ്ങളുടെ വിശദാംശം എന്നിവ ഭാരത സർക്കാരിന്റെ Social Justice & Empowerment Department-ന്റെ വെബ്സൈറ്റിലും കേരള സംസ്ഥാന സാമൂഹ്യനീതി വകുപ്പിന്റെ sjd.kerala.gov.in എന്ന വെബ്സൈറ്റിലും ലഭ്യമാണ്. പൂരിപ്പിച്ച അപേക്ഷകൾ ഇംഗ്ലീഷിൽ തയ്യാറാക്കിയ റിപ്പോർട്ട് ബന്ധപ്പെട്ട രേഖകൾ സഹിതം 25/12/2019-ന് മുൻപായി അതാത് ജില്ലാ സാമൂഹ്യനീതി ഓഫീസർമാർ മുഖേന സാമൂഹ്യനീതി ഡയറക്ടർക്ക് സമർപ്പിക്കേണ്ടതാണ്.

സാമൂഹ്യനീതി ഡയറക്ടർക്കുവേണ്ടി

AN



GOVERNMENT OF KERALA TIME LIMIT 25-
12-2019

Social Justice (C) Department

19/12/2019, Thiruvananthapuram

No. SJD- C1/300/2019-SJD

From

The Special Secretary to Government

To

The Director,
Social Justice Department

Sir,

Sub: SJD- Scheme of National Award for outstanding services in the field of Prevention of Alcoholism & Substance Abuse- Nominations called for - reg

Ref: D.O letter No. 5-2/2019-DP-II dated 25-11-2019 from the Additional Secretary, Ministry of Social Justice & Empowerment, Government of India.

I am to invite your attention to the reference cited and to inform that, in order to recognize the efforts and encourage excellence in the field of prevention of substance abuse and rehabilitation of its victims, the Department of Social Justice & Empowerment has started the **“Scheme of National Award for outstanding services in the field of Prevention of Alcoholism and Substance (Drug) Abuse”**. The said Scheme is applicable to institutions and individuals working in the field of Prevention of Alcoholism and Substance (Drug) Abuse. A copy of the Scheme is enclosed herewith. As per the calendar, **last date of receipt of nominations by Government of India is 25th December 2019.**

Hence, I am to request you to furnish nominations with respect of this Department **within a week.**

Yours Faithfully,
BIJU PRABHAKAR
SPECIAL SECRETARY

For Special Secretary to Government.

Approved for Issue,



Section Officer.

Copy to :-Health & Family Welfare Department
Local Self Government Department

Taxes Department.

Higher Education Department

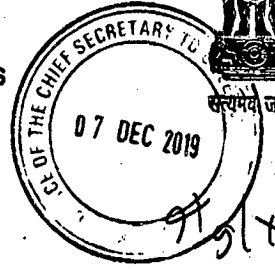
Land Revenue Commissioner. (A copy of the D.O. Letter and the Scheme of National Award for outstanding services in the field of Prevention of Alcoholism & Substance (Drug) Abuse is attached herewith for taking further necessary action in nominating individuals/Organizations for the National Award with respect to those Departments.)

4083094/2019/SJD(OS) *Sp. Secy (SS)*

ED 0231652501N

उपमा श्रीवास्तव, आई.ए.एस.
अपर सचिव

UPMA SRIVASTAVA, IAS
Additional Secretary



SSC

भारत सरकार
सामाजिक न्याय और अधिकारिता मंत्रालय
शास्त्री भवन, नई दिल्ली- 110001

Government of India
Ministry of Social Justice & Empowerment
Shastri Bhawan, New Delhi-110001
Tel. : 011-23383077 Fax : 011-23383956

e-4074523/2019/ao

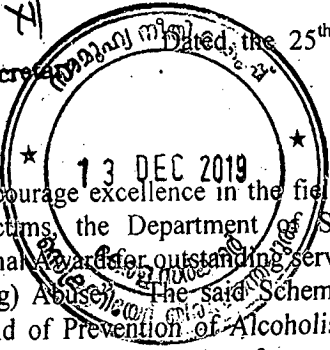
Empowerment

D.O. No.5-2/2019-DP-II

Chief Secretary (Social Justice) dated the 25th November, 2019

SSC

Dear Sir,



In order to recognize the efforts and encourage excellence in the field of prevention of substance abuse and rehabilitation of its victims, the Department of Social Justice and Empowerment has started the "Scheme of National Awards for outstanding services in the field of Prevention of Alcoholism and Substance (Drug) Abuse". The said Scheme is applicable to Institutions and individuals working in the field of Prevention of Alcoholism and Substance (Drug) Abuse. A copy of the Scheme is enclosed herewith for ready reference. The Notification is also available on the Ministry's website at www.socialjustice.nic.in.

10-12-19-1

2. As per the Scheme, the National Awards shall be conferred to the awardees at a function to be held on 26th June, 2020, on the occasion of "International Day against Drug Abuse and Illicit Trafficking".

3. I would appreciate if you could kindly give suitable instructions to the concerned Departments in your State/Union Territory so as to disseminate contents of the enclosed Scheme to the relevant organizations, NGOs and all other stakeholders so that it gets wide publicity and appropriate response. The applications of eligible organizations/individuals in your State/Union Territory may be recommended and sent to this Department by **25.12.2019**. I further wish to point out that as the District Collectors are also authorized to forward Nominations of the institution or individuals working in their District, I request that all the District Collectors of your State/Union Territory may also be informed about the same.

4. A copy of calendar of activities drawn out for the year 2020 is also enclosed and it may please be ensured that the nominations are sent before the last date of receipt of nominations.

With regards,

Encl: As above

AS
for report
on the studies
of NABPPAR
Yours sincerely,
[Signature]
(Upma Srivastava)
[Signature]

Shri Tom Jose
Chief Secretary
Government of Kerala
Thiruvananthapuram, Kerala - 695 001
Email: chiefsecy@kerala.gov.in
Phone: 0471-2333147, 0471-2327176 (F)

CALENDAR OF ACTIVITIES FOR THE NATIONAL AWARDS, 2020

S. No.	Activities	Date and Month
1	Issue of letter inviting Nominations by the Ministry	25 th November, 2019
2	Last date of receipt of Nominations	25 th December, 2019
3	Short listing of Nominations by the Screening Committee	31 st January, 2020
4	Final Selection by the Jury	20 th February, 2020
5	Approval of the Minister	15 th March, 2020
6	Clearance by Ministry of Home Affairs and State Government	15 th April, 2020
7	Announcement of the Awards	31 st May, 2020
8	Presentation of the Awards	26 th June, 2020

अनुबंध-III**अनुपालनार्थ कार्यकलापों की सूची**

क्रम सं.	कार्यकलाप	दिनांक तथा माह
1.	मंत्रालय द्वारा नामांकन आमंत्रित करने के लिए पत्र जारी करना	1 जुलाई
2.	नामांकन प्राप्त करने की अंतिम तिथि	15 अक्टूबर
3.	संवीक्षा समिति द्वारा नामांकनों की चयनित सूची तैयार करना	15 नवम्बर
4.	जुरी द्वारा अंतिम चयन	15 जनवरी
5.	मंत्री महोदय का अनुमोदन	15 फरवरी
6.	गृह मंत्रालय और राज्य सरकार की अनुमति	15 अप्रैल
7.	पुरस्कारों की घोषणा	31 मई
8.	पुरस्कार वितरण	26 जून

MINISTRY OF SOCIAL JUSTICE AND EMPOWERMENT**(Department of Social Justice and Empowerment)****NOTIFICATION**

New Delhi, the 23rd December, 2015

No. 18-2/2013/DP-II.—Whereas the process of rehabilitation of alcohol and drug dependents is an inter-disciplinary process covering various aspects namely, prevention, early detection, intervention, education, vocational training, rehabilitation and social integration etc. Apart from resources, it requires dedicated efforts of humans involved in the process of development.

2. And, whereas recognizing that Alcoholism and Drug Abuse is a psycho-social-medical problem, community based intervention through Non-Government Organization has been considered as the best approach for treatment and rehabilitation of the addicts.

3. Now, therefore, in order to recognize the efforts and encourage excellence in the field of prevention of substance abuse and rehabilitation of its victims, the Department of Social Justice and Empowerment hereby makes the following Scheme of National Awards for Outstanding Services in the field of Prevention of Alcoholism and Substance (Drug) Abuse, namely:-

(1) **Short Title** - This Scheme may be called the Scheme of National Awards for Outstanding Services in the field of Prevention of Alcoholism and Substance (Drug) Abuse.

(2) **Application** - This Scheme shall be applicable to Institutions and individuals working in the field of Prevention of Alcoholism and Substance (Drug) Abuse.

4. OBJECTIVE AND SCOPE -

The Ministry of Social Justice and Empowerment is the nodal Ministry for drug demand reduction. It coordinates and monitors all aspects of drug abuse prevention which include assessment of the extent of the problem, preventive action, treatment and rehabilitation of addicts, dissemination of information and public education. The Ministry provides community-based services for the identification, treatment and rehabilitation of addicts through voluntary organizations. In order to recognize the efforts, and, encourage excellence in the Prevention of Alcoholism and Substance (Drugs) Abuse and rehabilitation of its victims, awards will be presented, once in two years starting from the year 2016, for the most effective or outstanding services as individuals as well as institutions in the prevention of abuse of:-

- (a) Alcohol;
 (b) Narcotic Drugs;
 (c) Psychotropic Substances;
 (d) Other Addictive Substances (Except tobacco and its products) e.g. cough syrups, correction fluid, etc.

5. CATEGORIES OF AWARDS -

(1) The following awards (generally one in each category) will be presented, once in two years starting from the year 2016, on the 26th June, which has been declared by the United Nations, as the International Day against Drug Abuse and Illicit Trafficking namely:

Sl.No.	Category	Description	Nature of Award
I. Institutional Category			
1.	Best Integrated Rehabilitation Centre for Addicts (IRCA) for providing rehabilitation services to alcoholics and drug users.	For an IRCA with a record of outstanding work in providing rehabilitation services to alcoholics and drug users.	(a) Citation (b) Memento (c) Cash award of two lakh rupees.
2.	Best Panchayati Raj or Municipal Body working for prevention of alcoholism and substance (drug) abuse.	For a Panchayat or Municipality, which has done outstanding work for Prevention of Alcoholism and Substance (Drug) Abuse.	(a) Citation (b) Memento (c) Cash award of five lakh rupees.
3.	Best Educational Institution doing outstanding work in awareness generation and prevention of alcoholism and substance (drug) abuse.	For a University or College or Institution imparting post-matric education, which has done outstanding work in awareness generation and Prevention of Alcoholism and Substance (Drug) Abuse.	(a) Citation (b) Memento (c) Cash award of four lakh rupees.
4.	Best Non Profit Institution, other than S.No. 1,2 and 3, with outstanding contribution in Prevention of Alcoholism and Substance (Drugs) Abuse	For a Non-Profit institution such as self help group, Non Governmental Organization (NGO), Trust or Society, Community Based Organization (CBO), etc. which has made outstanding contribution to prevention of Alcoholism and Substance (Drug) Abuse.	(a) Citation (b) Memento (c) Cash award of four lakh rupees.
5.	Best Research or Innovation	For an Institution or an individual which has conducted research on issues related to addiction and has developed new techniques on treatment and preventive modules, etc. and/or undertaken innovative measures for prevention of addiction and evolved techniques to identify early phase addicts.	(a) Citation (b) Memento (c) Cash award of Rs five lakh
6.	Best Awareness Campaign	For outstanding awareness campaign through consistent and comprehensive coverage on addiction related issues on sustained basis, to be awarded to any institution or organisation other than an educational institution.	(a) Citation (b) Memento (c) Cash award of four lakh rupees.

II. Individual Category			
7.	Outstanding achievement by an individual	For an individual either professional such as General Duty or specialist medical doctor including psychiatrist, treatment and rehabilitation professional, psychologist, clinical psychologist, skill trainer, etc. or a non professional such as activist, student leader etc who has made outstanding achievement in the field of prevention of alcoholism and substance (drug) abuse and rehabilitation of addicts	(a) Citation (b) Memento (c) Cash award of two lakh rupees.

(2) The Awards may be presented to more than one individual or institution in any category, deserving of recognition, if the Jury considers them to be equally deserving of recognition in the period under consideration.

(3) The Awards will not be presented posthumously, provided that if the death occurs subsequent to a proposal having been submitted to the Jury in the manner stipulated in this Scheme, the Award may be presented posthumously.

(4) A Screening Committee and Selection Committee shall be constituted for the purpose which shall consider the achievements of the Institutions and the Individuals nominated or recommended for the Awards by the prescribed authority and the outstanding contribution in the field shall be the primary consideration in identifying the recipients of Awards.

Explanation: For the purpose of this sub-paragraph, the prescribed authority means the agency or person mentioned in sub paragraph (1) of the paragraph 8.

6. Eligibility for the Awards -

(1) The National Awards are open to all Indian Institutions, Organizations and Individuals without any distinction or discrimination on grounds of religion, race, sex, caste or creed.

(2) To be eligible for the National Awards, it would be necessary that the nominee is recommended in writing by someone authorized to recommend the nominations.

(3) The Self nominations for the Awards shall not be considered by the Screening Committee and the Selection Committee.

(4) No individual or organization who has been awarded should be considered for the National Award under this Scheme for next three awards.

7. Eligibility Criteria for Nominations -

A. Best Integrated Rehabilitation Centre for Addicts (IRCA) for providing rehabilitation services to alcoholics and drug users -

(1) For an IRCA the institute shall have a record of outstanding work in providing rehabilitation services to alcoholics and drug users.

(2) An IRCA, to be eligible shall fulfil the following requirements namely:-

- (a) a minimum of five years experience in the field of prevention of Alcoholism as substance (drug) abuse;
- (b) delivered comprehensive treatment service for people with alcoholism and drug dependence which includes follow-up and providing opportunities for rehabilitation;
- (c) adapted new techniques or undertaken new strategies for improving existing services;
- (d) made outstanding achievements in the areas of counselling or treatment or rehabilitation;
- (e) developed a family therapy module or offered services to cater to the problems of families of addicts;

- (f) developed a module to deal with relapse and continues to provide continuous support towards whole person recovery;
- (g) established or networked or provided referral to vocational rehabilitation centres towards rehabilitation of addicts and their families;
- (h) provided and continues to provide outreach services including conducting camps in villages and in small towns;
- (i) made and continues to make use of involvement of the community towards prevention of addiction, rehabilitation of treated addicts and dealing with issues related to stigma and discrimination;
- (j) outstanding ability towards documentation and periodical evaluation and is making appropriate changes based on the feedback;
- (k) expertise and knowledge in creating database related to details of patients along with follow-up and recovery status; and
- (l) a proven record of credibility both in delivery of services as well as in financial management uninterruptedly for the previous five years.

B. Best Panchayati Raj or Municipal Body working for prevention of alcoholism and substance (drug) abuse -

- (1) The following rural or urban local body which has done outstanding work for prevention of alcoholism and substance (drug) abuse are eligible for the awards -
- (a) A Panchayat at any of the three tiers as defined under clause(d) of article 243 of the Constitution of India, namely, Village, Intermediate and District level;
- (b) A Municipality as defined under clause(e) of articles 243P of the Constitution of India, namely, Nagar Panchayat, Municipal Council, Municipal Corporation; and
- (c) Cantonment Board and Other Statutory Urban Local Body.
- (2) A Panchayat or Municipality or Cantonment Board and Other Statutory Urban Local Body, to be eligible, should have:
- (a) been working in the field of prevention of alcoholism and substance (drug) abuse for at least three years and preference shall be given to those institutions who are continuing in the field;
- (b) been involved in creating awareness among educational institutions, self help groups (women), youth groups and community on a continuous basis;
- (c) adopted a policy of creating alcohol or drug free villages or town;
- (d) had active involvement of the community in creating and adopting policy of prevention of drug abuse;
- (e) dealt with issues related to stigma and discrimination and promoting treatment for those affected;
- (f) taken pro active measures towards reducing the availability of alcohol and drugs in the community, as a result of which some villages or municipalities have emerging as model villages or towns; and
- (g) been offering or networking with treatment providers

C. Best Educational Institution doing outstanding work in awareness generation and prevention of alcoholism and substance (drug) abuse -

- (1) For a University or College or Institution imparting post-matric education which has made outstanding contribution in awareness generation and prevention of alcoholism and substance (drug) abuse is eligible for award.
- (2) An Educational Institution, to be eligible, should have:
- (a) been working in the field of prevention of Alcoholism and Substance (Drug) abuse and for at least five years [preference shall be given to those institutions who are continuing in the field];
- (b) been involved in creating awareness about the ill-effects of alcohol and drugs amongst students, youth in colleges or universities on a regular basis;

- (c) been collaborating with various departments of State Government or UT Administration towards developing a policy for alcohol and drug demand reduction;
- (d) involved in motivating students and youth to stay away from alcohol and drugs;
- (e) been supporting family of youth addicts;
- (f) been taking pro active measures towards reducing the availability of alcohol and drugs in the community;
- (g) been actively involved in networking with Non-Governmental organisations, and Community based organisations and facilitating implementation of prevention programmes;
- (h) adopted in its curriculum lessons on alcohol and drugs; and
- (i) created visibility through media and other programmes in promoting alcohol and drug free life style.

D. Best Non-Profit Institution, other than those mentioned in subparagraph A,B and C of paragraph 7, with outstanding contribution to prevention of alcoholism and substance (drug) abuse –

1. For a Non-Profit Institution such as self help group, Non-Governmental Organisations(NGOs), trust or society, Community based Organisations, etc. which has made outstanding contribution to Prevention of Alcoholism and Substance (Drug) Abuse is eligible for award.

2. An Institution, to be eligible, should have:

- (a) been working in the field of prevention of Alcoholism and Substance (Drug) abuse for at least five years [preference shall be given to those institutions who are continuing in the field];
- (b) been involved in creating awareness about the ill-effects of alcohol and drugs amongst youth through its network on a regular basis;
- (c) been working with addicts with a view to address the stigma and discrimination faced by them;
- (d) been supporting the addicts and their family for treatment and rehabilitation of the addicts;
- (e) been providing treatment facilities for marginalized people in the centres being run by it;
- (f) provided opportunities for its employees to undergo training on issues related to alcohol and drug use as part of induction programme; and
- (g) been actively involved in networking with Non-Governmental Organisations and Community Based Organisations for facilitating implementation of prevention programmes.

E. Best Research or Innovation –

(1) For an Institution or an individual which has conducted research on issues related to addiction and has developed new techniques on treatment and preventive modules, etc. or undertaken innovative measures for prevention of addiction and evolved techniques to identify addiction in early phase is eligible for award.

(2) An Institution or an individual to be eligible, should have:

- (a) made outstanding contribution for more than five years in the field of prevention of addiction – medical, research, psychological therapy etc. [Preference shall be given to those individuals who are continuing in the field];
- (b) developed treatment modules or methodologies to provide medical treatment or psychological therapy, family therapy, therapy for children, follow-up services, after care services and relapse prevention;
- (c) developed cost effective model of treatment to provide for those who live in villages or in remote areas;
- (d) developed prevention modules which can be readily implemented in educational institutions or industries and communities;
- (e) carried out evidence based research on various population groups including drug users, women and children;
- (f) developed manuals and booklets in the area of addiction in English and in other languages; and
- (g) conducted research on issues related to addiction which help in promoting more effective method of treatment delivery

F. Best Awareness Campaign –

(1) For outstanding awareness campaign through consistent and comprehensive coverage on addiction related issues on a sustained basis the institution or organization other than an educational institution which has made outstanding achievement is eligible for award.

(2) An Organisation or institution, to be eligible, should have:

- (a) been innovative in creating awareness programmes for reduction of alcohol and drug abuse;
- (b) evolved cost-effective campaign methods for alcohol and drug demand reduction reaching masses and results of which are visible in the society;
- (c) been consistently and comprehensively created visibility through media and other programmes on promoting alcohol and drug free life style.
- (d) existing policy related to alcohol and drug issues for its employees with a view to keep alcohol and drug free workplace; and
- (e) created awareness or educated the public about the adverse impact of alcohol and drugs through the media to help change the mindset in the society

G. Outstanding achievement by an individual –

(1) For the following individual either professional or non-professional who has made outstanding achievement in the field of prevention of alcoholism and substance (drug) abuse and rehabilitation of addicts is eligible for award-

- (a) General Duty or Specialist medical doctor including psychiatrist;
- (b) Psychologist including Clinical psychologist;
- (c) Treatment and Rehabilitation professional; and
- (d) Skill trainer, including vocational skill trainer, Yoga Therapist, etc.
- (g) former addict, who has remained abstinent for at least five years
- (h) activist, student leader etc.

(2) An individual, to be eligible, should have:-

- (a) made outstanding contribution for more than five years in the field of prevention of addiction [Preference shall be given to those individuals who are continuing in the field];
- (b) developed cost effective module of treatment to provide for those who live in villages or in remote areas;
- (c) developed a comprehensive model of treatment for IV drug users, homeless people and children who live on streets and for prison population;
- (d) developed prevention modules which can be readily implemented in educational institutions/industries and communities;
- (e) worked towards dealing with stigma and discrimination in the community and worked for the rights of the patients; and
- (f) been an outstanding person championing the welfare and overall development of persons affected by alcoholism and drug dependence and sensitizing the community about the ill effects of alcoholism and drug addiction.

8. Agencies Authorized to Forward Nominations and Procedure to invite**Nominations –**

(1) The following agencies or persons are authorized to nominate and recommend eligible institutions or individuals for the Awards:

- (a) Concerned Ministries or Departments of the Government of India and their autonomous institutions with the approval of the Minister-in-charge of the Ministry.

(b) State Governments or Union Territory Administrations with the approval of the concerned Chief Minister or Lt. Governors in Union Territory Administrations;

(c) Regional Resource and Training Centres working in the field of drug de-addiction within their own jurisdiction;

(d) Members of the National Consultative Committee on De-addiction and Rehabilitation (NCCDR);

(e) Renowned Apex Chambers like Federation of Indian Chambers of Commerce and Industry, Confederation of Indian Industry, The Associated Chambers of Commerce and Industry of India, etc.;

(f) Past Awardees.

(g) Organizations like University Grand Commission(UGC), All India Council for Technical Education(AICTE), Medical Council of India(MCI), Nehru Yuva Kendra Sangathan(NYKS), Universities, Central Board of Secondary Education(CBSE), National Council of Educational Research and Training(NCERT), Kendriya Vidyalaya Sangathan(KVS), Navodaya Vidyalaya Samiti(NVS), Council of Scientific and Industrial Research(CSIR), etc; and

(h) Collector of the District/District Magistrate in which the Institution or Individual is working.

(e) Commissioner of Commissionerate in which the Institution or Individual is working.

(2) Only nominations or recommendations emanating from Authorised Agencies or persons, designated for the purpose, supported by adequate justification, shall be considered.

(3) The requisite information shall be obtained in the prescribed form at **Annex I** (for Individuals) and **Annex II** (for Institutions).

9. Calendar of Activities to be followed -

The calendar of activities to be followed with regard to the awards is given at **Annex-III**.

10. Evaluation of Proposals -

(1) No work, achievement or contribution shall merit an Award unless in the opinion of the Screening Committee and Selection Committee it is outstanding in promoting or contributing to the cause of drug or alcohol dependent or is for outstanding personal achievements by drug or alcohol dependent, in the selected fields.

(2) While considering the nominations the broad parameters as detailed in paragraph 6, 7 and 8 shall be kept in view.

11. Screening of Proposals -

(1) There shall be a Screening Committee, which shall be constituted for short listing of nominees for awards in different categories of National Awards to ensure objective selection of the awardees in the context of nature of the award and relative merit.

(2) The composition of the Screening Committee shall consist of the following persons namely:-

1.	Special Secretary or Additional Secretary, Ministry of Social Justice and Empowerment	Ex-officio Chairperson
2.	Joint Secretary (Social Defence), Ministry of Social Justice and Empowerment	Ex-officio Vice-Chairperson
3.	Eminent Professionals (two) engaged in the field of Alcoholism and Drug Abuse Prevention but not connected with any programme of the Ministry, to be nominated by the Chairperson	Member
4.	Eminent Social Workers (two) in the field of Prevention of Alcoholism and Drug Abuse, to be nominated by the Chairperson	Member
5.	A Representative each from the following Ministries (Not below the rank of Director or Deputy Secretary): (i) Panchayati Raj;	Ex-officio Member

	(ii) Urban Development; (iii) Youth Affairs and Sports; and (iv) Health and Family Welfare	
6.	Representative from Narcotics Control Bureau (NCB) (Not below the rank of Director)	Ex-officio Member
7.	Nominee of the Head of the National Drug Dependent Treatment Centre (NDDTC)	Ex-officio Member
8.	Chief Functionary of one of the RRTC to be nominated by the Chairperson	Member
9.	Director of National Institute of Social Defence	Ex-officio Member
10.	Director or Deputy Secretary (DP), Ministry of Social Justice and Empowerment	Ex-officio Convener

3. The non-official members of the Screening Committee shall be entitled to TA/DA in accordance with the Financial Rules and procedures as applicable in Government of India.

12. Selection of Awardees by the National Selection Committee -

(1) A National Selection Committee shall consider the recommendations of the Screening Committee and would approve the names of awardees, one for each category of the awards.

(2) The Composition of the National Selection Committee shall consist of the following persons namely

1.	Union Minister of Social Justice & Empowerment	Ex-officio Chairperson
2.	Minister of State of Social Justice & Empowerment	Ex-officio Vice-Chairperson
3.	Secretary, Ministry of Social Justice and Empowerment	Ex-officio Member
4.	Special Secretary or Additional Secretary, Ministry of Social Justice and Empowerment	Ex-officio Member
5.	Professor and Head of National Drug Dependent Treatment Centre (NDDTC)	Ex-officio Member
6.	Eminent Social Workers (three) in the field of Prevention of Alcoholism and Drug Abuse, to be nominated by the Chairperson	Member
7.	Principal Secretary or Secretary of two States or Union Territory's, to be nominated by the Chairperson	Ex-officio Members
8.	A Representative each from the following Ministries (Not below the rank of Joint Secretary) (i) Youth Affairs and Sports; (ii) Health and Family Welfare; (iii) Human Resources Development; (iv) Information and Broadcasting; and (v) Women and Child Development	Ex-officio Members
9.	Director of National Institute of Social Defence	Ex-officio Member
10.	Joint Secretary (Social Defence), Ministry for Social Justice and Empowerment	Ex-officio Convener

3. The non-official members of the Selection Committee shall be entitled to TA/DA in accordance with the Financial Rules and procedures as applicable in Government of India.

4. The decisions of the National Selection Committee shall be taken by a majority vote and in the event of the votes on both sides being equal, the Chairperson presiding over a particular meeting shall have a casting vote.

5. The decisions of the National Selection Committee shall be final.

13. Presentation of Award -

(1) The awards shall be conferred on the awardees in a function to be held in New Delhi on the 26th June of the year, which has been declared as the "International Day against Drug Abuse and Illicit Trafficking"

(2) The Awards shall be presented by the President of India or the Prime Minister of India.

(3) The boarding and lodging expenses of the awardees including one companion for each awardee shall be borne by the Central Government.

(4) To and fro travelling expenses and accommodation for up to one day prior and after the date of Award ceremony (depending upon the actual arrival and departure dates) shall be arranged or expenditure reimbursed by the Central Government.

(5) Before the announcement of the Awards, the concurrence of the prospective awardees or institutions shall be suitably ascertained.

GHAZALA MEENAI, Jt. Secy.

Annexure-I

Application for conferring award for 'Outstanding individual Achievement' for work on Alcohol and Drug Use related issues

Year of nomination

1. Name of the individual			
2. Address for communication			
3. Other contact details :			
(a) Organization telephone number with area code			
(b) Personal mobile number			
(c) FAX number with code			
(d) email			
4. Educational Qualifications or Credentials			
5. List posts or positions held in relation to the field of alcohol or drug use chronologically from the time of starting work in the field to the present. Please list only those related to alcohol or drug related activities – prevention, treatment, research etc.			
Years	Position	Organization*	Major activities undertaken
Indicate the nature of the posts or positions held- government, non government, voluntary, corporate or private firm and also if it was honorary or paid position.			
6. Briefly describe details of work done in terms of awareness generation, prevention, treatment, training, publication, research or advocacy and area of work including years of work, the district or State where worked, in not more than 200 words			
7. Describe briefly any special contributions made by the individual which have not been covered in questions 5 and 6 of this application or specific issues for which the person should be considered for this award in not more than 200 words.			
8. Has the individual been felicitated by any other agency in the past? If so, provide details related to the agency or organization which conferred the award or recognition, year and the programme or activities or achievement for which the award was given.			

<p>9. Details of the person nominating the individual for the 'Outstanding Individual Achievement Award' - name, designation, Organization and contact details and office seal</p> <p>Signature:</p> <p>Name:</p> <p>Designation:</p> <p>Organization:</p> <p>Contact details:</p> <p>Place:</p> <p>Date:</p>

Annexure-II

Application for conferring title as 'Organization of Excellence' among those working on Alcohol and Drug Use related issues

Year of nomination:

1. Name of the organization																					
2. Category of Organisation viz. IRCA or RRTC or NGO or PSU or private sector company.																					
3. Year of registration as a voluntary or nonprofit organization or public sector company or private sector company (enclose copy of certificate).																					
4. Name and designation of functionary of the organisation for communication																					
5. Address for communication																					
6. Other contact details : (a) Organisation telephone number with area code; (b) Personal mobile number; (c) FAX number with code; and (d) e Mail.																					
7. Brief description of origin, growth and the current activities of the organization within 300 words with emphasis on the programmes that the organization has continuously carried out for 5 years or more.																					
8. Present briefly the strengths of the organization to highlight the reasons why the organization should be considered for this National Level Achievement Award (words not to exceed 150 words).																					
9. List not more than 10 projects in the field of alcohol and drug use that the organization undertook in the past 10 years with financial support from other agencies.																					
<table border="1"> <thead> <tr> <th>Years in which the project was executed</th> <th>Funding agency</th> <th>Main objectives of the project</th> <th>Target group</th> <th>Was the project assessed by any external agency? State yes or no. If yes, list the name of the of the agency</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Years in which the project was executed	Funding agency	Main objectives of the project	Target group	Was the project assessed by any external agency? State yes or no. If yes, list the name of the of the agency																
Years in which the project was executed	Funding agency	Main objectives of the project	Target group	Was the project assessed by any external agency? State yes or no. If yes, list the name of the of the agency																	
10. Has the organization been felicitated by any other agency in the past? If so, provide details related to the agency or organization which conferred the award or recognition, year and the programme or activities or achievement for which the award was given.																					

11. Please enclose the following :

- (a) Annual reports for the last five years ;
 (b) Balance sheet for the last three years ;
 (c) Any other reports or documents which highlight the achievements of the organization: please list:

In case, an individual is recommending Institutions or Organization, the above documents need not be enclosed. However, the documents, if readily available, may be enclosed.

12. Details of the person nominating the individual for the 'Outstanding Individual Achievement Award' - name, designation, Organization and contact details and office seal

Signature:

Name:

Designation:

Organization:

Contact details:

Place:

Date:

Annexure-III

CALENDER OF ACTIVITIES TO BE FOLLOWED

S.No	Activities	Date and Month
1	Issue of letter inviting Nominations by the Ministry	1 st July
2	Last date of receipt of nominations	15 th October
3	Shortlisting of Nominations by Screening Committee	15 th November
4	Final selection by the Jury	15 th January
5	Approval by the Minister	15 th February
6	Clearance by M/o Home Affairs and State Government	15 th April
7	Announcement of Awards	31 st May
8	Presentation of Awards	26 th June