

**PROFORMA FOR RECOMMENDING A TEACHER/PRINCIPAL
FOR
NATIONAL AWARD**

Particulars of the Teacher/Principal

1.	Name (in Block Letters)	
2.	Designation	
3.	School Name and Address	
	Pin Code	
4.	School Type	
5.	School Category	
6.	Mobile No.	
7.	Alternate Mobile No.	
8.	Email id	
9.	Date of Birth and Present Age	
10.	Aadhar Number	
11.	Gender	
12.	Marital Status	
13.	Complete Residential Address	
	Pin Code	

14. Academic Qualifications:

Examination Passed	University/Board/Deptt.	Year	Subject

15. Total Teaching Experience _____

16. Work done by teacher to encourage community, parents, alumni etc. to contribute to the School in any way e.g. Physical Infrastructure, Computers, Mid-Day Meal, Funds, Books etc.

Remarks

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Attach supporting documents

17. Publication (Research Papers/Articles in National/International Journals {with ISSN} books {with ISBN} etc.) in the last 5 years

International Level

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National Level

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State Level

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Remarks

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Attach supporting documents, if any

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|-----|--|--|
| 18. | Annual Performance Appraisal Reports or other Performance Appraisal tools for the last 3 years on three points scale for each year | |
|-----|--|--|

Year

	Outstanding
	Very Good
	Good

Year

	Outstanding
	Very Good
	Good

Year

	Outstanding
	Very Good
	Good

Remarks

[illegible]

Attach supporting documents, if any

19. Is the teacher attending school regularly without any complaints?

☐	Yes
☐	No

Remarks

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20. Whether the teacher is regularly attending the In-Service Training he/she is deputed to?

☐	Yes
☐	No
☐	Not Applicable

Attach supporting documents, if any

Remarks

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21. Work done by teacher to increase enrolment and reduce dropouts

Remarks

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Attach supporting documents, if any

22. Innovative experiments (like use of ICT, joyful learning technique) undertaken by teacher for greater impact of his/her teaching on the students. Development and use of appropriate pedagogic approaches in day to day teaching activities including teaching learning material, low cost teaching aid etc. (based on number, scale and impact of Innovations/Experiments)

Number of Innovations/Experiments

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Attach list of Innovations/Experiments

Impact of Innovation/Experiments list of Innovations/Experiments

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Attach supporting documents, if any

23. Organization of Extra and Co-Curricular Activities (based on number, scale and impact of experiments)

Number of Activities

Remarks

Attach supporting documents, if any

24. Mobilization of Society for School Infrastructure and for spreading Social Awareness among children

Remarks

Attach supporting documents, if any

25. Promotion of Nation Building and National Integration

Remarks

Attach supporting documents, if any

In case of a Principal

Signed by the Chairman / Manager
Managing Committee of the School

In the case of a Teacher

Signed by the Principal of the School

Signature with
Name and Office Seal

Signature with
Name and Office Seal