



G20

माँ शाकुम्भरी विश्वविद्यालय, सहारनपुर

(पुर्वारका, सहारनपुर, उ0प्र0, पिन-247120)

Website-msuniversity.ac.inEmail ID - nss@msuniversity.ac.in

पत्रांक : 07/ एन0एस0एस0/ एम.एस.यू./ 2023-24

दिनांक 11/12/2023

सेवा में,

प्राचार्य/प्राचार्या
समस्त सम्बद्ध महाविद्यालय/संस्थान
राष्ट्रीय सेवा योजना,
माँ शाकुम्भरी विश्वविद्यालय, सहारनपुर।

विषय:-Best Electrolral Practice Award-2023 के पंजीकरण के सम्बन्ध में।


महोदय,

कृपया उपर्युक्त विषयक अवगत कराना है कि विशेष कार्याधिकारी एवं राज्य सम्पर्क अधिकारी उत्तर प्रदेश शासन, उच्च शिक्षा अनुभाग, लखनऊ के पत्रांक सं0-405/सत्तर-रा0से0यो0को0-2023 दिनांक 27.09 2023 के संलग्न पत्र का सन्दर्भ ग्रहण करने का कष्ट करें।

अतः उक्त के सन्दर्भ में आयोग के निर्देशानुसार जो भी आवेदन करना चाहते हैं निर्धारित तिथि तक आवेदन कराना सुनिश्चित करें।

संलग्नक:-यथोपरि।

भवदीय,


(डा० मूषेन्द्र कुमार)
कार्यक्रम समन्वयक
राष्ट्रीय सेवा योजना

प्रतिलिपि:-निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. कुलपति कार्यालय को मा० कुलपति जी के संज्ञानार्थ।
2. कुलसचिव कार्यालय को कुलसचिव जी के सूचनार्थ।
3. गार्ड फाईल।

कार्यक्रम समन्वयक
राष्ट्रीय सेवा योजना

प्रेषक,

डॉ० मंजू सिंह,
विशेष कार्याधिकारी एवं
राज्य सम्पर्क अधिकारी,
उत्तर प्रदेश शासन।

सेवा में,

- 1- कार्यक्रम समन्वयक,
एन०एस०एस० से सम्बन्धित समस्त विश्वविद्यालय, उत्तर प्रदेश।
- 2- उप शिक्षा निदेशक,
माध्यमिक शिक्षा, एन०एस०एस० से सम्बन्धित समस्त मण्डल, उत्तर प्रदेश।

उच्च शिक्षा (राष्ट्रीय सेवा योजना कोषक) विभाग लखनऊ: दिनांक 27 सितम्बर, 2023

विषय:- Best Electoral Practices Award-2023-reg- के सम्बन्ध में।

महोदय,

उपरोक्त विषयक संयुक्त मुख्य निर्वाचन अधिकारी, उत्तर प्रदेश, लखनऊ का पत्र संख्या-407/सी०ई०ओ०-6-56/4-2022 दिनांक-22 सितम्बर, 2023 एव भारत निर्वाचन आयोग के पत्र संख्या-590/ECI/LET/FUNC/SVEEP-III/Award-2023 दिनांक-21 सितम्बर 2023 (छायाप्रति संलग्न) का संदर्भ ग्रहण करने का कष्ट करें, जिसके माध्यम से भारत निर्वाचन आयोग द्वारा राष्ट्रीय मतदाता दिवस-2024 के अवसर पर भारत निर्वाचन आयोग, नई दिल्ली तथा राज्य स्तर पर आयोजित होने वाले कार्यक्रम Best Electoral Practices Award-2023 प्रदान करने से संबंधित राज्य स्तरीय गठित समिति के संस्तुति पर आयोग के अनुमोदनार्थ उपलब्ध किये जाने हेतु निर्देशित किया गया है।

2- अतः इस सम्बन्ध में मुझे यह कहने का निदेश हुआ है कि राष्ट्रीय मतदाता दिवस-2024 के अवसर पर भारत निर्वाचन आयोग, नई दिल्ली द्वारा आयोजित कार्यक्रम में पुरस्कार दिये जाने से सम्बन्धित निम्नलिखित श्रेणी में नामांकन आयोग के निर्देशानुसार दिनांक-30.11.2023 तक उपलब्ध कराये जानो हेतु निर्देशित किया गया है।

A Best Electoral Practices Awards

(I). General Category Award.

(II). Special Award,

(III). Best Performing State

B. CSO Award for the best campaign on Voter education and awareness,

C. Award to Govt.Department/Agency/PSU for enhancing electoral Participation.

उपरोक्त पुरस्कार से सम्बन्धित नामांकन दिनांक-25 अक्टूबर, 2023 तक मुख्य निर्वाचन अधिकारी, उत्तर प्रदेश को आयोग द्वारा निर्धारित प्रारूप पर संलग्न गाईड लाइन के अनुसार उपलब्ध कराना सुनिश्चित करें, जिससे आयोग द्वारा निर्धारित तिथि-30.11.2023 तक भेजा जा सके।

3- उल्लेखनीय है कि आयोग के पत्र दिनांक-21.09.2023 में दिए गए निर्देशानुसार पत्र के प्रस्तर-1 के बिन्दु D. Annual State Award for Best Electoral Practices को राज्य स्तर पर आयोजित होने वाले समारोह में दिया जाएगा। अतः इस श्रेणी में नामांकन हेतु पात्र आयोग द्वारा निर्धारित प्रारूप पर दिनांक-05.11.2023 तक उपलब्ध कराने का कष्ट करें, जिससे चयन समिति द्वारा प्राप्त नामांकन का चयन कर आयोग के अनुमोदनार्थ भेजा जा सकें।

4- उक्त के सन्दर्भ में अपेक्षित निर्देशानुसार तत्काल बेस्ट इलेक्टोरल प्रैक्टिस अवार्ड-2023-नामांकन संस्तुति कर मुख्य निर्वाचन अधिकारी उत्तर प्रदेश को आयोग द्वारा निर्धारित प्रारूप पर संलग्न गाईड लाइन के अनुसार सूचना प्रेषित करते हुए शासन के ई-मेल snoupnss@gmail.com पर भी भेज दें।

संलग्नक: यथोक्त।

भवदीय,
May 27/09/2023
(डॉ० मंजू सिंह)
विशेष कार्याधिकारी एवं
राज्य सम्पर्क अधिकारी।
४

संख्या- 405(1)/सत्तर-रा०से०यो०को०-2023, तद्दिनांक।

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रस्तुत।

- 1- निजी सचिव, प्रमुख सचिव को प्रमुख सचिव महोदय के अवलोकनार्थ।
- 2- अपर मुख्य निर्वाचन अधिकारी (स्वीप) उत्तर प्रदेश चतुर्थ तल, विकास भवन, जनपथ, लखनऊ।
- 3- निजी सचिव, विशेष सचिव को विशेष सचिव महोदय के अवलोकनार्थ।
- 4- क्षेत्रीय निदेशक, भारत सरकार, युवा कार्यक्रम एवं खेल मंत्रालय, रा०से०यो०, क्षेत्रीय निदेशालय, हाल नं०-1, आठवां तल, केन्द्रीय भवन, सेक्टर-एच०, अलीगंज, लखनऊ।

आज्ञा से,
May 27/09/2023
(डॉ० मंजू सिंह)
विशेष कार्याधिकारी एवं
राज्य सम्पर्क अधिकारी।
४

कार्यालय मुख्य निर्वाचन अधिकारी, उत्तर प्रदेश।

चतुर्थ तल, विकास भवन, जनपथ, लखनऊ-226001

संख्या-407/सीईओओ-6-56/4-2022 लखनऊ दिनांक: 22 सितम्बर, 2023
सेवा में,

समस्त जिला निर्वाचन अधिकारी,
उत्तर प्रदेश।

विषय: Best Electoral Practices Award-2023-regarding.

महोदय/महोदया,

उपरोक्त विषय पर कृपया भारत निर्वाचन आयोग के पत्र संख्या-590/ECI/LET/FUNC/SVEEP-III/Awards/2023, दिनांक 21.09.2023 (संलग्नक सहित छायाप्रति संलग्न) का संदर्भ ग्रहण करें, जिसके माध्यम से भारत निर्वाचन आयोग द्वारा राष्ट्रीय मतदाता दिवस-2024 के अवसर पर भारत निर्वाचन आयोग, नई दिल्ली तथा राज्य स्तर पर आयोजित होने वाले कार्यक्रम में **Best Electoral Practices Award-2023** दिये जाने से संबंधित राज्य स्तरीय गठित समिति द्वारा घयनित नामांकन को आयोग के अनुमोदनार्थ उपलब्ध कराने के निर्देश दिये गए हैं।

2- इस संबंध में अवगत कराना है कि राष्ट्रीय मतदाता दिवस-2024 के अवसर पर भारत निर्वाचन आयोग, नई दिल्ली द्वारा आयोजित कार्यक्रम में **Award** दिये जाने से संबंधित निम्न श्रेणियों का नामांकन आयोग ने दिनांक 30.11.2023 तक उपलब्ध कराने के निर्देश दिए हैं:-

A. Best Electoral Practices Awards

(I). General Category Award,

(II). Special Award(S),

(III). Best performing State

B. CSO Award for the best campaign on Voter Education and Awareness.

C. Award to Govt. Department/Agency/PSU for enhancing Electoral Participation.

उपरोक्त **Award** से सम्बन्धित नामांकन दिनांक-25 अक्टूबर, 2023 तक इस कार्यालय को उपलब्ध कराया जाना अपेक्षित है, जिससे आयोग को निर्धारित तिथि तक नामांकन भेजा जा सके।

3- उक्त के अतिरिक्त आयोग के उक्त पत्र दिनांक 21.09.2023 में दिए गए निर्देशानुसार पत्र के प्रस्तर-1 के बिन्दु **D. Annual State Award for Best Electoral Practices** को राज्य स्तर पर आयोजित होने वाले समारोह में दिया जाएगा। अतः इस श्रेणी में नामांकन हेतु कोई पात्र हो तो आयोग द्वारा निर्धारित प्रारूप पर दिनांक 05.11.2023 तक उपलब्ध कराने का कष्ट करें, जिससे घयन समिति द्वारा प्राप्त नामांकन का घयन कर आयोग के अनुमोदनार्थ भेजा जा सके।

कृपया आयोग के संलग्न निर्देश दिनांक 21.09.2023 का भलीभांति अध्ययन करते हुए सम्बन्धित कार्यवाहियाँ उपरोक्त उल्लिखित तिथियों पर सुनिश्चित कराने का कष्ट करें।

संलग्नक: यथोपरि।

भवदीय

(मनीष शुक्ल)

संयुक्त मुख्य निर्वाचन अधिकारी।

संख्या-407(1)/सीईओ-6, तददिनांक-

प्रतिलिपि निम्नलिखित को संलग्नक सहित इस आशय के साथ प्रेषित कि यदि आपके विभाग से संबंधित कोई प्रस्ताव है तो आयोग द्वारा निर्धारित प्रारूप पर उपलब्ध कराने का कष्ट करें:-

विभागाध्यक्ष एवं

राज्य समूह अधिकारी

राष्ट्रीय सेवा योजना

1/18

LEASE OPEN THE ATTACHMENT WITH CAUTION]Best Electoral Practices Award, 2023 -reg

9/21/23, 4:08 PM

Email

From : SVEEP Division <sveep@ecj.gov.in> Thu, Sep 21, 2023 04:04 PM
Subject : [PLEASE OPEN THE ATTACHMENT WITH CAUTION]Best Electoral Practices Award, 2023 -reg 1 attachment

To : CEO Andaman <ceo_andaman@ecj.gov.in>, Chief Electoral Officer Andhra Pradesh <ceo_andhrpradesh@ecj.gov.in>, CEO ARUNACHAL PRADESH <ceo_arunachalpradesh@ecj.gov.in>, CEO Assam <ceo_assam@ecj.gov.in>, H R Srinivasa <ceo_bihar@ecj.gov.in>, CEO Chandigarh <ceo_chandigarh@ecj.gov.in>, ceo chhattisgarh rajpur <ceo_chhattisgarh@ecj.gov.in>, TAPASYAKUMAR <ceo_dadra@ecj.gov.in>, CEO Daman & Diu <ceo_daman@ecj.gov.in>, P. Krishnamurthy <ceo_defh@ecj.gov.in>, ceodelfhi hqr <ceodelfhi.hqr@gmail.com>, CEO Goa <ceo_goa@ecj.gov.in>, CEO Gujarat <ceo_gujarat@ecj.gov.in>, CEO Haryana <ceo_haryana@ecj.gov.in>, CEO Himachal Pradesh <ceo_himachalpradesh@ecj.gov.in>, Chief Electoral Officer UT of JK and Ladakh <ceo_jammukashmir@ecj.gov.in>, CEO Jharkhand <ceo_jharkhand@ecj.gov.in>, CEO Karnataka <ceo_karnataka@ecj.gov.in>, CEO Kerala <ceo_kerala@ecj.gov.in>, CEO Lakshadweep <ceo_lakshadweep@ecj.gov.in>, CEO MADHYA PRADESH <ceo_madhyapradesh@ecj.gov.in>, CEO Maharashtra <ceo_maharashtra@ecj.gov.in>, CEO Manipur <ceo_manipur@ecj.gov.in>, ceo meghalaya CEO Meghalaya <ceo_meghalaya@ecj.gov.in>, CEO Mizoram <ceo_mizoram@ecj.gov.in>, CEO Nagaland <ceo_nagaland@ecj.gov.in>, CEO Odisha <ceo_orissa@ecj.gov.in>, Jawahar P <ceo_pondicherry@ecj.gov.in>, CEO Punjab <ceo_punjab@ecj.gov.in>, CEO Rajasthan Praveen Gupta <ceo_rajasthan@ecj.gov.in>, Shri D Anandan Anandan <ceo_sikkim@ecj.gov.in>, ceo tamilnadu CEO Tamilnadu <ceo_tamilnadu@ecj.gov.in>, CEO Tripura <ceo_tripura@ecj.gov.in>, CEO UTTARAKHAND <ceo_uttarakhand@ecj.gov.in>, ceo uttarpradesh CEO Uttar Pradesh <ceo_uttarpradesh@ecj.gov.in>, CEO West Bengal <ceo_westbengal@ecj.gov.in>, CEO Telangana <ceo_telangana@ecj.gov.in>

Cc : director sveep <director.sveep@gmail.com>, Santosh Kumar <santosh.kumar77@ecj.gov.in>, Love Kush Yadav <lovekush28@ecj.gov.in>, rahul 24 <rahul.24@ecj.gov.in>

r/Madam,

Please find the attachment.

anks & Regards

/EEP DIVISION,
ECTION COMMISSION OF INDIA,
RVACHAN SADAN, ASHOKA ROAD,
W DELHI-110 001

It CEO (M)
21/09/23
(कर्मचारी)
विशेष सचिव निर्वाचन एवं
अन्य सूच्य निर्वाचन, ई.पी.ए.सी.
उत्तर प्रदेश सरकार।

S.T.O
21/09/23
(मनीष कुमार)

So-6
21/9/23



Award 2023 Letter.pdf
7 MB

ELECTION COMMISSION OF INDIA

Newshan Sadan, Ashoka Road, New Delhi - 110 001

No. 200/SC/LET/FUNCSYREP/14/Awards/2023

Date: 21st September, 2023

To

The Chief Electoral Officers of
All States/UTs

Subject: Best Electoral Practices Award, 2023 - regarding

Sir/Madam,

With reference to the subject cited above, I am directed to convey that the Commission has decided to give away the following Awards for the year, 2023:-

A. Best Electoral Practice Awards

- (i) The General Category Award shall be presented to the best performing District Election Officers (DEOs)/ Superintendents of Police (SPs) in the area of election management. The award would carry a plaque and a citation.
- (ii) Special Award(S) will be presented to officers, other than DEOs/SPs. The award would carry a plaque and a citation.
- (iii) Best performing State would be given to the State displaying best overall performance in various areas of election management. The Award would carry a plaque and a citation and would be received by the Chief Electoral Officer of the State/UT.

B. CSO Award for the best campaign on Voter Education and Awareness. Award is given away to institutions, Organizations or individuals for promoting electoral participation through effective and innovative programmes or projects including accessible elections. The scheme and criteria of the Award is enclosed in Annexure 'A'.

C. Award to Govt. Department/Agency/ESU for enhanced Electoral Participation. This Award is to be given away for enhancing Electoral Participation including accessible elections. The Award would carry a plaque and a citation. The scheme and criteria of the Award is enclosed in Annexure 'B'.

D. Annual State Awards for Best Electoral Practices. Annual State Awards for Best Electoral Practices was instituted in year 2014 to recognize the efforts and contribution of the Officers, and to commend and encourage individual and team accomplishments in diverse fields of election

management. The guidelines and framework for this award is enclosed in Annexure 'C'.

2. **Nominations:** The period of achievement significant contributions for the said awards of all categories would be considered from January, 2023. The CEOs shall send the nominations with recommendations for Awards in the enclosed format along with the enclosures. All the nominations shall have the signature of concerned CEOs. The nomination shall not be accepted without the signature of concerned CEOs. It possible all the nominations should reach at special handling form in a set of last 2. The nominations shall be as follows:

2.1 For General Category Award, CEOs shall nominate officers based on outstanding performance in election management in any one of the following:

- (i) Election Management
- (ii) Voter's Education and Electoral Participation
- (iii) IT Initiatives
- (iv) Security Management
- (v) Electoral Roll Management
- (vi) Innovative Measures
- (vii) Accessible Elections
- (viii) Structural Efficiency Clubs

2.1.1 There may be upto 4 nominations (2 DEOs + 2 SPs) from States with more than 500 ACs, upto 3 nominations (2 DEOs + 1 SP) from States between 200-500 ACs, upto 2 nominations (1 DEO + 1 SP) each from States (UTs) with less than 200 ACs.

2.2 For Special Award, CEOs may nominate officers other than DEOs/SPs covering areas as given in Para 2.1 above from among all officers of all electoral categories (including those from e-ECs office).

2.2.1 For the special award, 3 officers may be nominated from States with more than 500 ACs, 2 from States between 200-500 ACs, 1 from States less than 200 ACs.

2.2.2 However, the Election posts States/UTs and total nominations in any category mentioned below:-

Indicators	Specified as above		Allowed by Election Direct States	
	General Category Awards (No. of nominations)	Special Awards (No. of nominations)	General Category Awards (No. of nominations)	Special Awards (No. of nominations)
ACs > 500	4 (2 DEOs + 2 SPs)	3	3	2
ACs 200-500	3 (2 DEOs + 1 SP)	2	2	1
ACs < 200	2 (1 DEO + 1 SP)	1	1	0

The nominations may be sent as specified in above table. The nominations will regard to number of nominations sent from States (UTs) may strictly be followed as

2.3 Best performing State may be given to the State displaying best overall performance in all the following areas:

- i.) Election Management
- ii.) Voter's Education and Electoral Participation
- iii.) IT Initiatives
- iv.) Security Management
- v.) Electoral Roll Management
- vi.) Innovative Measures
- vii.) Accessible Elections
- viii.) Electoral Literacy Clubs

2.4 For CSO Award and Award to Govt. Deptt. / Agency / PSU, CEOs may ensure that the entries are in prescribed format and duly recommended by the Chief Electoral Officer.

3. Selection: The Selection Committee may decide the winners in the following manner:

3.1 The nominations for the Best Electoral Practices Award (General Award and Special Award) may be scrutinized and names shortlisted. The shortlisted candidates may be required to give a presentation to the Committee. The selected candidates may be recommended to the Commission for the Awards. Commission may, if it so wishes, review the presentations.

3.2 For the Best performing State, the Selection Committee may select the winner based on various performance indicators and recommend to Commission. Commission may, if it so wishes, ask for a presentation.

3.3 The indicators (not exhaustive) for assessing the performance of the State shall be as follows:

- (i) Increase in the EP Ratio
- (ii) Increase in Gender ratio on rolls
- (iii) Increase in 18-19 years registration
- (iv) Increase in registration of PwD, NRI, excluded class, etc.
- (v) EPIC/TER Coverage, EPIC distributed in NVD
- (vi) Partnership building
- (vii) Conduct of Elections-peaceful and incident free polls
- (viii) Voter turnout -Overall and in low turnout and vulnerable PS
- (ix) Voter Turnout - meeting gaps in gender, urban and youth participation
- (x) Innovation in process / procedure
- (xi) Innovation in the use of technology
- (xii) Accessible Elections
- (xiii) Electoral Literacy Clubs
- (xiv) Additional indicators (may be stated)

2

3.4 For the CSO Award and Award to Govt. Deptt./Agencies/ PSUs shortlisted agencies may be invited for giving presentation to the Committee.

4. Last Date:

4.1 The nominations in the prescribed format, for the Best Electoral Practices Awards, CSO Award and Award to Govt. Department/ Agency may be sent to the Commission latest by 30th November, 2023.

4.2 For the Annual State awards, the names of selected Award winners may be sent to the Commission for approval latest by 15th December, 2023.

The Awards shall be given on National Voters' Day, those at Para 1'A', 'B', &'C' at the National function of NVD, 2024 in New Delhi and those at Para 1'D' at the state function of NVD.

All officials are requested to forward their application through proper channel.

Further, a due publicity should be given such that general public are encouraged to recommend Officers/ Officials who have worked tremendously for the enhancement of electoral participation.

Yours faithfully,



(LOVE KUSH YADAV)
UNDER SECRETARY

Encl: As above

Copy to:

All Ministers/ Departments of Gov. of India

Copy for information:-

1. PSO to CEC
2. PSO to EC (ACP)
3. Sr. PPS/PS/PS to Sr DECs/DECs
4. All Zonal Sections

Nomination Form for Best Electoral Practices Awards

(Format)

I. Nomination for : General/ Special Award (Tick one)

II. Name of the Officer :

III. Designation/ Post during the period of consideration:

IV. Present Designation and Post :

V. Nominated for (Tick any one) :

- (i) Election Management
- (ii) Voter's Education and Electoral Participation
- (iii) IT Initiatives
- (iv) Security Management
- (v) Electoral Roll Management
- (vi) Innovative Measures
- (vii) Accessible Elections
- (ix) Electoral Literacy Clubs

VI. Summary of Achievement/Work - The name of the achievement and a summary of the nomination. Describe the achievement/work, key features and the outcomes/effectiveness. (No more than 100 words)

VII. Description of Achievement/Work - Use plain language to describe the achievement/work of the nominee (No more than 1000 words)

VIII. Enclosures :

- 1.
- 2.

IX. Recommendation of the CEO (upto 100 words)

.....
Signature

.....
(Name of CEO)

.....
(Name of the State/ UT)

Nomination Form for Best Performing State

(Format)

I. Name of the State :

II. Relevant Indicators (Comparative data for the period in consideration) -
(from list given at point 3.3 of the circular No 590/ECL/LET/FUNC/SVEEP-III/Awards/2023, dated ___ September, 2023)

III. Summary of Achievement / Work-Use plain language to describe the achievement / work in the State (Note more than 1000 words)

IV. Enclosures :

- i.
- ii.
- iii.

V. Recommendation of the CEO (upto 100 words)

.....
Signature

.....
(Name of CEO)

.....
CEO of

.....
(Name of the State/ UT)

Annexure 'A'

**CSO AWARD FOR BEST CAMPAIGN ON
VOTERS' EDUCATION & AWARENESS**

A. Who is eligible?

Institutions, organizations or individuals from among CSOs promoting electoral participation through effective and innovative programmes or projects.

B. How to apply?

The submission of nominations shall be made to Secretary (SVREP), ECI by the CEOs, as well as by Civil Society Organizations maintaining official partnerships with CEOs/DEOs. Each nomination must be accompanied by a written recommendation by CEO/DEO. A self-nomination cannot be considered.

C. Selection process

The selection of prize winners will be made by a Jury appointed by ECI. The Prize shall be awarded at the official ceremony on National Voters' Day (25th January).

The following specific selection criteria will be applied to candidatures:

1. The ability, as demonstrated in the proposal narrative, to improve electoral participatory practices.
2. The project must have made an outstanding and tangible contribution to improving electoral participation and developing awareness on electoral process. Possible impacts to be considered but are not limited to:
 - a. Increased stakeholder engagement in elections.
 - b. Increase of community awareness on registration and voting process;
 - c. Increase of community understanding of informed and ethical voting;
 - d. Assisting CEO / DEO on Accessibility.
3. The best practice has been successful in developing awareness and action on electoral process particularly among:
 - a. Women
 - b. People with low levels of literacy
 - c. Persons with disabilities
 - d. Youth
 - e. Urban Populace
 - f. Tribal
 - g. Specific groups/communities

Please provide the information in the Application form:

AWARD FOR CSO

Application Form

1. BASIC INFORMATION

- i. Name of implementing organization:
- ii. Chief executive officer of the organization:
- iii. Type of Organization: National NGO International NGO Other National Institution
- iv. Other (Local branch of National NGO, Private body, Trade Union, Religious mission, etc.) Please specify:
- v. Operating in: All India State District Community Other Please specify:

2. CONTACT DETAILS

- i. Name of contact person:
- ii. Job title (or position):
- iii. Full Address:
- iv. Telephone/Fax:
- v. Web site, if any:
- vi. E Mail:

3. ORGANIZATION

Describe the organization, its history, its aims and mandate, its governance structure, any other relevant information (maximum 250 words):

4. PROGRAMME SUMMARY

Describe the vision and rationale of the programme/project; the main goal and the particular problems it seeks to address (maximum 250 words):

5. THEMATIC AREAS (tick those that apply)

- i. Electoral participation and Gender
- ii. Weaker Section
- iii. Special Communities/Groups
- iv. Fighting Urban Apathy
- v. Inclusion of Persons with Disabilities
- vi. Youth and Elections
- vii. Other please specify

6. PROGRAMME DETAILS

A. Specific objectives

Only if they are represented in India as organization and their Indian chapter only is eligible.

List and explain the specific objectives of the programme/project (150 words):

B. Outreach

- i. Main target group(s):
- ii. Number of locations where the programme is running for the specific theme:
- iii. Number of people reached annually (average) on the theme :
- iv. Number of participants reached in the year of consideration on the theme:

C. Programme delivery

Structure and mechanism

- i. How are the programmes organized? Please describe:
- ii. What kind communication or behavioural change methodology is applied?
Please describe:
- iii. What kind of material is being used?
- iv. What are the main topics covered? Please describe:
- v. How and by whom is the material developed?

Language(s) of instruction

- i. Official language
- ii. Mother tongue
- iii. Other:

D. Resources

What resources were used and how were they mobilized?

E. Partners

Provide full list:

- i. Government:
- ii. List contributions from the private sector and/or NGOs:
- iii. Other partnerships (please specify):

7. Programme Results

List and describe the achievements of the programme/project (minimum 150 words)

8. Innovative Features

List and describe the innovative features of the programme/project (max 150 words):

9. Additional Information

List any sources from which information regarding the programme/project is available:

10. Please list here documents in the following categories that will accompany this application

i Documents, films, audio visual material available about programme:

ii Published research studies / reports available about the programme:

iii Internal or external evaluations of the programme, reports on impact assessments:

11. Recommendation by District Election Officer / Chief Electoral Officer:

Annexure 'B'

**AWARD TO GOVT. DEPARTMENT/ AGENCY/ PSU FOR ENHANCING
ELECTORAL PARTICIPATION**

A. Who is eligible?

Institutions, organizations or departments from among States/UTs promoting electoral participation through effective and innovative programmes or projects.

B. How to apply?

The submission of nominations shall be made to Secretary (SYEEP), ECI by the CEOs, as well as by Govt. Departments maintaining official partnerships with CEOs/DEOs. Each nomination must be accompanied by a written recommendation by CEO.

C. Selection process

The selection of prize winners will be made by a Jury appointed by ECI. The Prize shall be awarded at the official ceremony on National Voters' Day (25th January).

The following specific selection criteria may be applied to candidatures:

1. The ability, as demonstrated in the proposal narrative, to improve electoral participatory practices.
2. The project may have made an outstanding and tangible contribution to improving electoral participation and developing awareness on electoral process. Possible impacts to be considered include but are not limited to:
 - a. Increased stakeholder engagement in elections;
 - b. Increase of community awareness on registration and voting process;
 - c. Increase of community understanding of informed and ethical voting;
 - d. Assisting CEO/DEO on Accessibility.
3. The best practice has been successful in developing awareness and action on electoral process among particularly:
 - a. Women
 - b. Migrant Labours
 - c. Excluded Classes
 - d. People with low levels of literacy
 - e. Persons with disabilities
 - f. Youth
 - g. Urban Populace
 - h. Tribal
 - i. Specific groups / Communities

Please provide the information in the Application form:

Award to Best Govt. Department/ Agency/PSU for
Enhancing Electoral Participation
Application Form

1. BASIC INFORMATION

- i. Name of department:
- ii. Name of Head Office:
- iii. Name & address of concerned Ministry:
- iv. Operating in : All India State District Community Other
Please specify.

2. CONTACT DETAILS

- i. Name of contact person:
- ii. Designation:
- iii. Full Address:
- iv. Telephone/Fax:
- v. Web site, if any:
- vi. E-Mail:

3. SUMMARY OF THE INITIATIVE / INTERVENTION

(Maximum 150 words):

4. DETAILS OF THE INITIATIVE / INTERVENTION

a. Specific objectives

List and explain the specific objectives of the initiative/intervention.

b. Outreach

Main target group(s):

- i. Women & Girls
- ii. Adults (18 +)
- iii. Youth in educational institutions
- iv. Urban Population
- v. Tribals
- vi. Persons with Disabilities
- vii. Minority groups
- viii. Employee of the Dept
- ix. Other, please specify

c. Implementation (Details of the Intervention - 250 words)

d. Partners

Provide full list:

- i Government;
- ii Private sector and/or NGOs;
- iii Other partnerships (please specify):

- 5. Results
List and describe the achievements of the initiative (minimum 150 words)
- 6. Recommendation by the Chief Electoral Officer

State/UT Awards for Best Electoral Practices
(Framework)

Annual State awards for Best Electoral Practices shall be instituted by all States/UTs from 2014 to recognize the efforts and contribution of the Officers, and to commended and encourage individual and team accomplishments in diverse fields of election management. The broad framework of the awards is as follows:

1. STATE AWARDS

- 1.1 The Awards shall be presented to the performing District Election Officers (DEOs) (other than National Award winners), ERO/ABRO and BLO of the State. The awards may carry cash component. The awards would be given to the officials who have done exceptional innovative work in election management.
- 1.2 Special Award will be presented to officers who have made significant contribution to conduct of elections, covering all areas like SVEEP, Expenditure control, Technology, Security, Polling Station management etc. from amongst all officers/staff of all categories outside those mentioned at 1.1. This may also carry cash component.
- 1.3 The Officers winning the Best Electoral Practices Award may not be given the State Award. However the Best Electoral Practices Award winners from the state shall be mentioned at the State level function (NVD) though they are not given any award there. (The names of Best Electoral Practices Award winners shall be intimated before 30th December)

2. CRITERIA

Award	On Innovation/best practice in any of the themes	Key Indicators (indicative)
Best DEO	<ul style="list-style-type: none"> i. Election Management ii. Voter's Education and Electoral Participation iii. IT Initiatives iv. Security Management v. Electoral Roll Management vi. Innovative Measures vii. Accessible Elections viii. Electoral Literacy Clubs 	<ul style="list-style-type: none"> • Increase in Turnout over previous election. • Identification of communities outside electoral roll and enrolling them. • Innovations
Best ERO/ABRO	<ul style="list-style-type: none"> i. Electoral Roll Management ii. Complaint Disposal iii. SVEEP Activities 	<ul style="list-style-type: none"> • Identification of potential voters. • Number of duplicate/dead/shifted voters identified and deleted following the process.

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		<ul style="list-style-type: none"> Against errors identified, no of corrections made in ER. Percentage of complaints disposed - online and offline complaints. Increase in submission of form 6 over past year SR. EP ratio compared to last year. 18-19 enrolment percentages against last date.
Best BLO	<ul style="list-style-type: none"> i. Improvement in the quality of Electoral Roll. ii. SVEEP Activities 	<ul style="list-style-type: none"> Identification of Prospective Electors and distribution of relevant forms. Correction of entries in Electoral Roll. Efforts in bridging gender gap. Efforts in enrolling 18-19 year olds. Efforts towards 100% EPIC and PER coverage. Efforts in enrolling non-registered communities/groups.
Special Award	<ul style="list-style-type: none"> i. Election Management ii. Voter's Education and Electoral Participation iii. IT Initiatives iv. Security Management v. Electoral Roll Management vi. Innovative Measures vii. Accessible Elections viii. Electoral Literacy Clubs 	

2.1.1. Number of Awards In States (Indicative)

Number of Districts in the State	Number of Awards			
	Best DEO	Best ERO/AERO	Best BLO	Special Award
Up to 9	1	1	2	1
10 to 29	2	2	5	2
30-49	3	3	10	3
50 and more	4	4	15	4

3. UNION TERRITORIES AWARDS

3.1.1. The criteria for the Awards shall be similar to that in the State except that the Best DEO Award shall be replaced with "Best Electoral Practice Award" and to be given to either a DEO or an ERO.

Award Title	Category	Numbers (Indicative)
Best Electoral Practice Award	For DEO or ERO	1
Best BLO	Booth Level Officers	2

4. OTHER AWARDS

The State may also institute Awards to recognize the contribution from Campus Ambassadors, Village Awareness Groups (formed under directions from EEM), Civil Society and Media for their contribution to the electoral process. These Awards may be instituted on need basis and wherever the contribution from this category of partners have been worthy of recognition and acknowledgement.

5. SELECTION

- A Committee at State/UT Level may be constituted to scrutinize the nominations and shortlist the winners. The constitution of the Committee may be sent to the Commission for approval.
- All officers nominated by the CEO for the Best Electoral Practice Award may automatically be included for the State Award for consideration of the State Committee. In addition, more entries may be invited.
- DEOs may submit their nominations to the CEO for Best DEO Awards.
- The nominations for remaining Awards, including those instituted under Serial No '4' may be forwarded by DEOs to the CEO.
- The selected names shall be recommended to the Commission for approval.
- The awards shall be given away on National Voters Day at State/UT HQs.
- Detailed guidelines on the selection and accession may be chalked out by the CEO within this broad framework and communicated to the Commission.

6. FUNDING

The funds for the Award for BLS shall be met from the State funds (under Elections/ER) and no separate budget shall be provided by ECI for the same.

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18/18