

**PROCEEDINGS OF THE SECRETARY-TREASURER, NATIONAL FOUNDATION FOR
TEACHERS' WELFARE: & COMMISSIONER OF SCHOOL EDUCATION ::
AP::HYDERABAD
Present: K.Sandhya Rani, I.Po.S.,**

Re.No.46/NFTW(NC)/2015

Dt:30-06-2015

Sub:- National Foundation for Teachers' Welfare — AP — Hyderabad — Celebration of Teachers' Day function on 5th September 2015 — Honouring working and retired teachers at State Level Function — Proposals — Called for — Regarding.

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The attention of all the District Educational Officers in the State is invited to the subject read above and they are informed that every year 5th September is being celebrated as Teachers' Day (GURUPOJOTHSAVAM) throughout the Country. This Day has a special significance for us, as it happens to be the birthday of our reverend former President of India late Dr.SARVEPALLI RADHAKRISHNAN who himself was a Teacher of International Status.

The National Foundation for Teachers' Welfare, A.P. functioning in the office of the Director of School Education, A.P. Hyderabad, under the control of the Secretary-Treasurer, National Foundation for Teachers' Welfare & Director of School Education has been honouring meritorious teachers since 1984. The awards of National Foundation for Teachers' Welfare, A.P. will be given to the IN-SERVICE AND RETIRED TEACHERS at the rate of 4 (four) awards for each district as detailed below:-

Sl.No	Name of Category	No. of awards to be given for each district.
1.	In service teachers of Primary/Upper Primary Schools (Including Headmaster)	1 (one)
2.	In service teachers of High Schools (including Headmaster)	1 (one)
3.	Retired Teachers of Primary/Upper Primary Schools (including Headmaster)	1 (one)
4.	Retired Teachers of High Schools (including Headmaster)	1 (one)
TOTAL		4 (four)

The above awardees will be honoured with cash award of Rs.3,000/-, Gold Plated Silver Medal, Shawl and Merit Certificate. They will be paid 3 Tier A.C. Sleeper or actual bus fare subject to the production of tickets and D. A as per the A.P.T.A. Rules.

Conditions for selecting the candidates for this Award are as follows:

- a) One proposal from each category is to be considered from each district.
- b) In the case of working teachers, he/ she should have not less than 15 years of continuations service as on 5th September of the year.
- c) The working /retired teachers who were not honoured previously under the scheme of National Award / NF for TW Award are eligible for this Award.
- d) No working / retired teacher shall be asked or permitted to apply for the Award directly. The proposals of the working/ retired teacher shall be recommended by the Inspecting Officer concerned on the basis of the Teachers record and send them to the District Educational officer concerned in the proforma prescribed for it for placing them before the District Selection Committee.
- e) The Members of the Inspectorate, Staff of College of Education and Training Institution are not eligible for the Award.
- f) The proposals of working / retired teachers should to recommended by the District Selection Committee headed by the District Collector concerned.

The working / retired teacher should have clear record of service and faultless antecedent and that no enquires of legal proceedings of any kind of departmental or other wise are pending against him/ her.

The selection of the Working/Retired Teachers will be made at the Mandal Level, Divisional Level and District Level and final selection will be made by the State Level Committee at State Level.

(1) MANDAL LEVEL

For selecting the candidates from the working/retired teachers of Primary/Upper Primary Schools for the Award of National Foundation for Teachers' Welfare, Andhra Pradesh, at the Mandal Level, the following committee is constituted.

1. Mandal Educational Officer	Chairman & Convener
2. Headmaster of Local Govenment/ and M.P.Upper Primary School.	Member
3. One member from out-side the Mandal (DIET Lecturer/Headmaster of Government/ Z.P.High School)	Member

NOTE:- The quorum of Committee shall be 2 members.

The Mandal Educational Officer shall list out eminent working/retired teachers in Primary/Upper Primary Schools in his jurisdiction and place the particulars of eminent working/retired teachers before the Selection Committee at Mandal Level and the Committee shall select the Meritorious working/retired teachers from among them as detailed below. The Mandal Education Officer shall send the particular of selected meritorious working/retired in the prescribed proforma along with (i) the Certificate of Antecedents & Character and (ii) Criteria for selection working/retired teachers for this Award to the District Educational Officer, before : **20.07.2015 positively.**

<u>CATEGORY</u>	<u>Number of proposals to be sent to the Dist. Educational Officer</u>
1. In-service Teachers of Primary/ Upper Primary Schools (including Headmaster)	- 1 (one)
2. Retired Teachers of Primary /Upper Primary Schools (including Headmasters)	- 1 (one)
TOTAL	= 2 (Two)

2) DIVISIONAL LEVEL

For selecting the candidates from the working/retired teachers of High Schools for the Award of National Foundation for Teachers Welfare, Andhra Pradesh, at the Divisional Level the following committee is constituted:

1. The Deputy Educational Officer	Chairman & Convener
2. Senior Lecturer in DIET/Lecturer in College of Teacher Education/Institute of Advanced Studies in Education:	Member
3. Eminent Educationist	Member

NOTE:- The quorum of Committee shall be 2 Members.

The Deputy Educational Officer shall list out the eminent working/retired teachers of High Schools in his jurisdiction and place the particulars of eminent working/retired teacher: before the selection committee at Divisional Level and the Committee shall select the meritorious working/retired teachers from among them as detailed below, The Deputy Educational Officer shall **send the particulars of**

selected working/retired teachers in the prescribed proforma along with (i) the Certificate of Antecedents & Character and (ii) Criteria for selecting the working/retired teachers for this Award to the District Educational officer before: **10.07.2015 positively.**

<u>CATEGORY</u>	Number of proposals to be sent to the Dist. Educational Officer
1. In-service teachers of High Schools (including Headmaster)	-1 (one)
2. Retired teachers of High Schools (including Headmaster)	- 1 (one)
TOTAL	= 2 (Two)

3)DISTRICT LEVEL

For selecting the candidates from the working/retired teachers for the Award of National Foundation for Teachers' Welfare, Andhra Pradesh, at the District Level, the following committee is constituted.

1. District Collector	Chairman
2. The District Educational Officer,	Convener
3. Eminent Educationist	Member
4. Principal of DIET	Member
5. Any other District Level Officer	Member
6. Representative of a Good Voluntary Organization (who takes keen interest in Education)	Member

NOTE: - The quorum of the Committee shall be 4 (four) members

The proposals received from the Mandal Educational Officers and Deputy Educational Officers shall be placed before the District Selection Committee by the District Educational Officer concerned for selecting the Meritorious Working/Retired Teachers from among them for the Award of National Foundation for Teachers' Welfare, A.P., as detailed below. The District Educational Officer concerned shall send the particulars of selected working / retired teachers in the prescribed proforma along with the:

1. Certificate of Antecedents & Character and
2. Criteria for selecting the working/Retired Teachers for this Award. (i.e. the marks awarded to the teacher under each Item by the selection committee in the Proforma appended to this letter)

to the SECRETARY-TREASURER, NATIONAL FOUNDATION FOR TEACHERS' WELFARE & COMMISSIONER OF SCHOOL EDUCATION, ANDHRA PRADESH, HYDERABAD — 500 004 ON OR BEFORE 20-07-2015 for finalizing the candidates for the Awards of National Foundation for Teachers' Welfare before the State Level Committee.

Sl No.	Category	Number of proposals
		to be sent to Secretary-Treasurer, NFTW & C&DSE by the DEO.
1.	In-service Teachers Primary/Upper Primary Schools (including Headmaster)	1
2.	Inservice Teachers of High Schools (including Headmaster)	1
3.	Retired Teachers of Primary/Upper Primary School (including Headmaster)	1 (one)
4.	Retired Teachers of High Schools (including Headmaster)	1
	Total	4 (four)

The District Educational Officer shall give wide publicity of the programme through News papers or any other local mass media. The proforma of the recommendations shall be communicated by the District Educational Officer to the Inspecting Officers under their jurisdiction.

The District Educational Officers to bestow their personal attention in the matter and see that the proposals in respect of Working/Retired Teachers of their District are sent to this office before: **20.07.2015 positively.**

The District Educational Officers are further requested to submit the information in the prescribed proforma and the same information may be uploaded online as a pdf document at **cse.ap.gov.in** (website). A word document of the same may be emailed to mail id **dscap.gov.in@gmail.com** A hard copy of the proposal may be sent to the office of the Commissioner of School Education, A.P, Hyderabad by 20.07.2015.

**Sd/-K.Sandhya Rani
Commissioner of School Education
& Secretary-Treasurer, NF for TW, A.P.**

To
All the District Educational Officers in the State with a request to communicate the same to all the M.E.Os, Deputy Educational Officers and Deputy inspector of Schools.

Copy to all the RJDSEs for information, and issue suitable instructions to the District Educational Officers concerned.

Copy forwarded to all the District Collectors in the State for favour of information and necessary action.

// True Copy Attested//

**for Commissioner of School Education
& Secretary-Treasurer, NF for TW, A.P.**

**PROFORMA FOR THE WORKING /RETIRED TEACHERS FOR THE AWARDS OF
NATIONAL FOUNDATION FOR TEACHERS' WELFARE, ANDHRA PRADESH
FOR THE YEAR 2015.**

1. Name of the Teacher
2. Father/Husband's name
3. Date of Birth
4. Qualifications
 - (a) Academic
 - (b) Professional
5. (i) Service particulars in the case of working teachers:
 - (a) Date of joining into Service
 - (b) Length of continuous service
 - (c) Designation
 - (d) Name of the school with postal address with pin code number
 - (e) Basic pay and scale of pay
 - (f) Details of service rendered in the Agency/slum area if any:

Sl.No.	School situated in Agency/Slum Area in which worked	Period	
		From	To

(g) Permanent Postal address(Residential)

And Telegraphic address with pin code of applicant

(ii) Service particulars in the case of Retired Teachers:

- (a) Date of joining into service
- (b) Date of retirement
- (c) Length of continuous service as on date of retirement
- (d) Designation and name of school in which last
Worked with full postal address with pin code No.
- (e) Basic pay and scale of pay at the time of retirement
- (f) Details of service rendered in the Agency /Slum area in any

Sl.No.	School situated in Agency/Slum Area in which worked	Period	
		From	To

(g) Permanent Postal address(Residential)
and Telegraphic address with pin code of applicant

6. Academic achievements:

Year		Subject(s) taught	S.S.C	VII	Other classes

No. appeared				
No. passed				
Pass percentage				
Average marks(in the subject(s))				

Note (1) The working teachers should furnish the above particulars for the last 5 years

(2) The Retired teachers should furnish the above particulars for the preceding 5 years from the date of retirement.

7. Participation of working /retired teacher in the

Activities of parent –teacher association:

8. INCULCATING INTEREST IN CO-CURRICULAR AND EXTRA CURRICULAR ACTIVITIES AMONG STUDENTS (WORK DONE BY THE WORKING /RETIRED TEACHER SHOULD BE NOTED AGAINST EACH ITEM BRIEFLY BUT NOT OBJECTIVE TYPE I.E. YES OR NO.)

a) Activities undertaken for strengthening National Integration(furnish details)

- i. NCC
- ii. Scouts & Guides
- iii. Jumboree
- iv. Camps

b) Cultural Programmes participated and training given to students to participate in competitions at : (Furnish details)

- School level
- Mandal Level
- District level
- State level

c) Debates/Elocutions/Quiz competitions/sports in which the students were made to participate (give details)

- Inter School level
- Inter District level
- State level
- National level

d) Excursion /tours to the important places conducted (Mention the places and period/s)

- 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 campaign

f) Contribution of the working/retired teacher for physical development of the school(Give details)

- ii. Accommodation
- iii. Furniture
- iv. Other Aid.

9. Contribution of the working/Retired Teacher for promoting literacy in general(Give Details):

- i. Participation in Adult Education Programme
- ii. Continuing Education

iii. Post Literacy Programme

10. Educational Innovative writings useful to the students (Give Details):

(a) If Text Books Author, Details of the books:

- i. Class
- ii. Subject
- iii. Year

(b) Publication of Articles in (Give details)

Name of Journal _____

Year of publication _____

- i. District Level
- ii. State Level Publication
- iii. National Journal

11. (a) Any other significant achievement not mentioned above (give details)

(b) How many illiterates have been made literates

(c) How many children have been enrolled.

12. Awards received previously (if any) (Give Details):

Name of the Award

Year

- 1.
- 2.
- 3.

13. Specific remarks of the Mandal Educational Officer/Deputy Educational Officer Concerned.

(The remarks of the Mandal Education Officer/Deputy Educational Officer should also contain remarks on the Antecedents and Character of the Working/Retired Teacher).

Signature of the Mandal Educational Officer/
Deputy Educational Officer (OFFICE SEAL)

14. Remarks/Recommendation of the
District Educational Officer:

Signature of the
District Educational Officer
(Office Seal)

NATIONAL FOUNDATION FOR TEACHERS' WELFARE
CERTIFICATE OF ANTECEDENTS & CHARACTER

This is to certify that Sri/Smt/Kum _____ working/Retired
as _____, in _____ school, _____ village &
post _____ Mandal, _____ District, who is recommended by the District Selection
Committee for selection for the Award of National Foundation for Teachers welfare, Andhra Pradesh, for
2012-2013 has an absolutely clean records of service departmental or otherwise, are pending against
him/her.

Place
Date

Signature of the
District Educational Officer

INSTRUCTIONS FOR SELECTING THE CANDIDATES FOR THE AWARD OF NATIONAL FOUNDATION FOR TEACHERS' WELFARE ANDHRA PRADESH:HYDERABAD:AT MANDAL LEVEL,DIVISIONAL LEVEL AND DISTRICT LEVEL FOR THE YEAR 2013-2014.

1. ONE proposal from each category is to be considered from each District.
2. In the case of working teachers, he/she should have not less than 15 years of continuous service as on 5th SEPTEMBER OF THE YEAR,
3. The working/retired teachers who were not honored previously under the scheme of National Award / State Award / National Foundation for Teachers' Welfare Award are eligible for this Award.
4. No working/retired teacher shall be asked or permitted to apply for the Award.The proposals of the working/retired teacher shall be recommended by the Inspecting Officer concerned on the basis of Teacher's Record and send them to the District Educational Officer concerned for placing them before the District Selection Committee.
5. The members of the Inspectorate, Staff of College of Education and Training Institution are not eligible for the Award.
6. The proposals of Working/Retired Teachers should be RECOMMENDED by the District Selection Committee HEADED BY DISTRICT COLLECTOR concerned.
7. The working/Retired Teacher should have clear record of service and faultless antecedents and that no enquiries or legal proceedings of any kind, departmental or otherwise,are pending against him/her.

CRITERIA FOR SELECTING THE CANDIDATES(WORKING/RETIRED TEACHERS FOR THE AWARD OF NATIONAL FOUNDATION FOR TEACHERS' WELFARE::ANDHRA PRADESH::FOR THE YEAR 2013-2014.

For the selection of candidates (working/retired teachers) the following procedure should be followed without any deviation by the SELECTION COMMITTEES

Sl.No	Sl in Teacher proforma		Marks to be awarded																				
1.	4. Qualification -Ph.D/M.Phil -Post Graduate	1 Mark 1 Mark	(2)Marks																				
2.	5(i)(f) Length of Service 5(ii)(f) Out of length of service rendered, the period of working/retired Teacher worked in Agency/Slum area	One mark for each year of the service rendered in Agency/Slum area (subject to a maximum 5 marks).	(5)Marks																				
3.	6(i) Percentage of passes in the subject(S) taught. If the working /retired teacher has taught more than one subject/section marks shall be awarded for each subject/section and average shall be taken into account	% of passed in subject 90% and above pass Between 80 –89% passes Between 70 –79% passes Between 60 –79% passes Between 50 –59% passes Between 40 –49% passes Below 40% passes	20 Marks 20 marks 18 marks 14 marks 12 marks 10 marks 08 marks No Marks																				
	Example: <table border="0"> <tr> <td>Class</td> <td>Subject</td> <td>% of passes</td> <td>Marks to be given</td> </tr> <tr> <td>VI(A)</td> <td>Maths</td> <td>95%</td> <td>20 Marks</td> </tr> <tr> <td>VII(A)</td> <td>Maths</td> <td>86%</td> <td>18 Marks</td> </tr> <tr> <td>VIII(B)</td> <td>Physical Science</td> <td>70%</td> <td></td> </tr> <tr> <td colspan="3" style="text-align: center;">Total</td> <td>52 Marks</td> </tr> </table> Average =52/3 =17.35 = 17 Marks to be given			Class	Subject	% of passes	Marks to be given	VI(A)	Maths	95%	20 Marks	VII(A)	Maths	86%	18 Marks	VIII(B)	Physical Science	70%		Total			52 Marks
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Total			52 Marks																				
3.	6(ii) Average marks in the subject, if the teacher has taught more than one subject/section marks shall be awarded for each subject/section and average shall be taken into account	Average marks in the subject 90% and above Between 80 –89% Between 70 –79% Between 60 –79% Between 50 –59% Between 40 –49% Between 35 – 39% Below 35%	20 Marks 20 marks 18 marks 16 marks 14 marks 12 marks 10 marks 08 marks No Marks																				
	Example: <table border="0"> <tr> <td>Class</td> <td>Subject</td> <td>Average marks</td> <td>Marks to be given</td> </tr> <tr> <td>VI(A)</td> <td>Maths</td> <td>96</td> <td>20 Marks</td> </tr> <tr> <td>VII(A)</td> <td>Maths</td> <td>75</td> <td>16 Marks</td> </tr> <tr> <td>VIII(B)</td> <td>Physical Science</td> <td>59</td> <td>12 Marks</td> </tr> <tr> <td colspan="3" style="text-align: center;">Total</td> <td>48 Marks</td> </tr> </table> Average =48/3 =16 Marks to be given.			Class	Subject	Average marks	Marks to be given	VI(A)	Maths	96	20 Marks	VII(A)	Maths	75	16 Marks	VIII(B)	Physical Science	59	12 Marks	Total			48 Marks
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Total			48 Marks																				
4.	7. Participation of the working/Retired teacher in the activities of parent-teacher association		(2)Marks																				

5.	<p>8. Inculcating interest in co-curricular activities and extra-curricular activities among students (work done by the working/retired teacher should be noted against each item but not objective type i.e. Yes Organised No)</p> <p>(a) Activities under taken for strengthening national integration (give details)</p> <ul style="list-style-type: none"> i. NCC ii. Scouts & Guides iii. Jamboree iv. Camps <p>(b) Cultural programmes participated and training given to students to participate in competition at;(details)</p> <ul style="list-style-type: none"> i. School level ii. Mandal level iii. District Level iv. State level <p>(C) Debates/Elocution/Quiz competitions/Sports in which the students were made to participate(details)</p> <ul style="list-style-type: none"> i. Inter School level ii. Inter district level iii. State Level iv. National level <p>(d) Excursion, tours to the important places conducted</p> <ul style="list-style-type: none"> i. Within the State ii. Outside the State <p>(e) Participation in the community service (details)</p> <ul style="list-style-type: none"> i. Social work ii. Clean and Green iii. Health Campaign <p>(f) Contribution of the working / retired teacher for physical development of the school (details)</p> <ul style="list-style-type: none"> i. Accommodation ii. Furniture iii. Other aids 	<p>2 marks 2 marks 1 mark 1 mark</p> <p>1 mark 1 mark 1 mark 1 mark</p> <p>1 mark 1 mark 1 mark 1 mark</p> <p>1 mark 1 mark 1 mark 1 mark</p> <p>1 mark 1 mark</p> <p>1 mark 1 mark</p> <p>2 marks 2 marks 2 marks</p> <p>2 marks 2 marks 2 marks</p>	<p>6 Marks</p> <p>4 Marks</p> <p>4 Marks</p> <p>2 Marks</p> <p>6 marks</p> <p>6 Marks</p>
6.	<p>9. Contribution of the working / retired teacher for promoting literacy in general (details)</p> <ul style="list-style-type: none"> i. Participation in Adult Education Programme. ii. Continuing education iii. Post literacy programme 	<p>2 marks 2 marks 2 marks</p>	<p>6 Marks</p>

7.	10. Educational innovative writings useful to the students (details) a) If Text Books author, details of the books class and subject b) Publication of Articles in i) District Level ii) State Level publication iii) National Journals	5 Marks 2 marks 2 marks 2 marks	11 Marks
8.	11.(a) Any other significant achievement not mentioned above (b) How many illiterates have been made literates (c) How many children have been enrolled		3 Marks 1 Mark 1 Mark
9.	12. Awards received previousl (if any) Name of the Award Year :- District Award		1 Mark
TOTAL			100 Marks