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**Government of Odisha
General Administration & Public Grievance Department**

No. GAD-COOD-CORDS-0008/2014 (O)- 14172 /Gen.,BBSR, Dtd. 16.05.2023

From

Sri Sashank Sekhar Dash, OAS
Additional Secretary to Government

To

All Additional Chief Secretaries to Government
All Principal Secretaries to Government
All Commissioner-cum- Secretaries to Government
All Special Secretaries to Government
All Revenue Divisional Commissioners
Vice-Chancellors of all Universities
All Collectors
The Secretary, OLA, Bhubaneswar

Sub: **Recommendation of names of the persons who have rendered distinguished services in various fields for Padma Awards, 2024.**

Madam/Sir,

In inviting a reference to the subject cited supra, I am directed to enclose herewith a copy of the D.O. letter No. 1/13/2023-Public dated 25.04.2023 of the Additional Secretary, Ministry of Home Affairs, Government of India and to request that recommendation of names of the eminent persons who have rendered distinguished services in various fields may kindly be furnished to this Department in the enclosed format for Padma Awards, 2024. The duly filled applications in English language only as per the enclosed proforma (**Soft copy in MS Word format only**) received through the E-mail id: gadpadmaawards@gmail.com latest by **15.07.2023** from the date of issue of this letter shall be placed for consideration in the selection process prior to recommendation to the MoHA, GOI. For more details you may kindly visit the website www.padmaawards.gov.in.

This may kindly be treated as **URGENT**.


Yours faithfully


Additional Secretary to Government

Memo No. 14173

/Gen; Dtd. 16.05.2023

Copy along with the enclosures forwarded to the P.S. to Hon'ble Chief Minister, Odisha / P.S. to all Hon'ble Ministers / OSD to the Chief Secretary, Odisha / Pr. P.S. to the Additional Chief Secretary to Govt., G.A. & P.G. Department for kind information of the Hon'ble Chief Minister, Odisha / all Hon'ble Ministers / Chief Secretary, Odisha / Additional Chief Secretary to Govt., G.A. & P.G. Department respectively.



16/05/2023

Additional Secretary to Government

Memo No. 14174

/Gen; Dt. 16.05.2023

Copy along with the enclosures forwarded to all Branch Officers, G.A. & P.G. Department / DG, G.A. & P.G. (Vig.) Department, Cuttack / DG, GAA, Bhubaneswar / Commissioner, CDI, Bhubaneswar / Secretary, OPSC, Cuttack / Secretary, OSSC, Bhubaneswar / Secretary, OSSSC Bhubaneswar / Secretary, Lokayukta, Odisha, Bhubaneswar / Registrar, OAT, Bhubaneswar / Rent Officer, G.A.&P.G. (Rent) Department for information and necessary action.


16/05/2023

Additional Secretary to Government

PADMA AWARDS 2024

1. Nomination Details (In English, MS Word format)

i. Award *- [Choose any one]

ii. Field (Area of Excellence)*- [Choose any one]

If "Others", please specify. [Max. 50 characters]

iii. Sub field, if any - [Max. 50 characters]

2. Details about the Applicant (In English, MS Word format)

i. Title*- [Max. 50 characters]

If "Others", please specify.

ii. Name *-

iii. Name of *- [Choose any one]

Please mention

iv. Date of Birth*-

v. Gender *- [Choose any one]

vi. Religion *- [Choose any one]

If "Others", please specify.

vii. Category [Choose any one]

viii. Mobile No *-

ix. Email Id-

x. Nationality *- [Choose any one]

3. Where does the person live (In English, MS Word format)

i. Country *-

ii. State / UT *-

iii. District *-

iv. Address *-

4. Brief Write-up/Citation on the work done by the person being nominated *

(Min. 100 characters and Max. 800 words or 5000 characters)

5. Significant contribution made by the person *

(Min. 60 characters and Max. 500 words or 3000 characters)

6. Number of years working in the field* -

7. Impact/Outcome of the work done by the person *

(Min. 50 characters and Max. 400 words or 2500 characters)

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8. Provide a 4-line brief on why does the person deserve a PADMA Award*

(Max. 60 words or 600 characters)

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9. Any other relevant information

(Max. 300 words or 2000 characters)

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10. If the person received PADMA Awards earlier, then its details:

Sl. No.	Award Category * (Padma Shri / Padma Bhushan / Padma Vibhushan)	Year of Award*

11. If the person received any other significant Awards before, then its details:

Award Name*	Year of * Award	Field	Level of Award* (International / National / State / Others)	Awarding Body
1	2	3	4	5

12. Attach the necessary documents separately in the below mentioned format:

(File size should be less than 10 MB)

1. Photograph of the Nominee (jpg / jpeg / png) *

2. Other Supporting Document (pdf)

N.B.:

- i. The (*) marked fields are mandatory.
- ii. The application incomplete in any respect or not adhered to the format shall liable to be rejected.
- iii. The applications shall be sent in MS Word format through E-mail id:
gadpadmaawards@gmail.com



Dr. 16160/CSO
1.5.23



भारत 2023 INDIA
वसुधैव कुटुम्बकम्
ONE EARTH · ONE FAMILY · ONE FUTURE

गृह मंत्रालय

भारत सरकार

नॉर्थ ब्लॉक, नई दिल्ली-110001

MINISTRY OF HOME AFFAIRS

GOVERNMENT OF INDIA

NORTH BLOCK, NEW DELHI-110001

April 25, 2023

D.O. No. 1/13/2023-Public

Dear Sir,

ACS, GA & NY
ACS, Home

Chief Secretary
Odisha

The Padma Awards, namely, Padma Vibhushan, Padma Bhushan and Padma Shri, are amongst the highest civilian awards of the country. Instituted in 1954, these Awards are announced on the occasion of the Republic Day every year. The award seeks to recognize 'work of distinction' and is given for distinguished and exceptional achievements/service in all fields/disciplines, such as, Art, Literature and Education, Sports, Medicine, Social Work, Science and Engineering, Public Affairs, Civil Service, Trade and Industry etc. All persons without distinction of race, occupation, position or sex are eligible for these Awards.

2. It is the convention to invite nominations for these Awards from all States/ UT Governments as also from several other sources to enable broad-based consideration.

3. The nominations/recommendations for the Padma Awards will be received only on the online Rashtriya Puraskar portal <https://awards.gov.in> designed for this purpose. The nominations / recommendations should contain all relevant details specified in the format available on the above portal, including a citation in narrative form (maximum 800 words), clearly bringing out the distinguished and exceptional achievements/service of the person recommended in his/her respective field/discipline. While recommending a person online, it should be ensured that all the necessary details are properly filled. The steps to be taken for making online recommendations are available on above said portal <https://awards.gov.in>. A copy of the statutes and rules governing these Awards is also available on the website: <https://padmaawards.gov.in>.

4. It has been observed in the past that while nominations are received in respect of a large number of persons; there could, however, be several talented persons who are left out of consideration despite exceptional contribution in their field. Often many such persons may get overlooked primarily for the reason that they may not seek publicity or attention in the public domain. It is, therefore, requested to make concerted efforts in identifying such persons whose excellence and achievements deserve to be recognized and make suitable nominations in their favour. It goes without saying that recognition of such deserving persons will only add to the prestige of these Awards.

5. In the above background, I request you to kindly send suitable nominations for the Padma Awards to be announced on the occasion of Republic Day, 2024. In this regard, it is suggested that you may constitute a Special Search Committee for identifying, considering and finalizing your recommendations/nominations. While finalizing recommendations, the following points may be kept in view:-



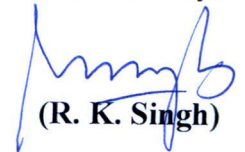
- (i) Persons recommended are pre-eminently worthy of the Awards, looking at their life-time achievements. The criteria for selection should invariably be 'excellence plus' and the highest standards should be applied while recommending persons for these awards. The existence of an element of public service in the achievements of the person recommended for the award would be a desirable factor.
- (ii) As the Padma Award is the second highest civilian award of the country, it should also be considered whether the recommended person has earlier been given any National award or a State award in his/her respective field.
- (iii) Efforts may be made to identify talented persons from amongst women, weaker sections of the society, SCs & STs, divyang persons, etc., who deserve to be considered for the award.
- (iv) The decoration is normally not conferred posthumously. However, in highly deserving cases, Government could consider giving an award posthumously if the demise of the person proposed to be honoured has been recent, say within a period of one year preceding the Republic Day on which it is proposed to announce the award.
- (v) A higher category of Padma Award can be considered in respect of a person who has earlier been conferred an award, provided a period of at least five years has elapsed. However, in exceptionally deserving cases, a relaxation can also be considered.
- (vi) Government servants including those working with PSUs, except Doctors and Scientists, are not eligible for Padma Awards.

6. It is important that nomination/recommendation from your State/UT Government comes through a process. You may consider constituting a Committee to identify candidates for Padma Awards in your State/UT and nominate the top deserving candidates keeping in view the body of their work.

7. The online nominations / recommendations for the Padma Awards will begin from **May 1st, 2023** and the last date for nominations is **September 15th, 2023**. The cut-off date may please be strictly adhered to as nominations / recommendations received only during 1st May, 2023 to 15th September, 2023 will be considered. **It may also be noted that the nominations/recommendations received through online mode only will be considered.**

With regards,

Yours sincerely,



(R. K. Singh)

Shri Pradeep Kumar Jena,
Chief Secretary
Government of Odisha
Bhubaneswar

~~Coop Mrs G. H. 2 p. 4~~

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