

गौरी कुमार  
सचिव (सीमा प्रबंधन)

**GAURI KUMAR**

SECRETARY (BORDER MANAGEMENT)

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गृह मंत्रालय

भारत सरकार

नार्थ ब्लॉक, नई दिल्ली - 110001

MINISTRY OF HOME AFFAIRS

GOVERNMENT OF INDIA

NORTH BLOCK, NEW DELHI-110 001

July 22, 2013

Dear Sir,

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 any 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. A copy of the statutes and rules governing these awards is enclosed (**Annex - I**).

2. It is the conventional practice to invite nominations for these awards from Bharat Ratna and Padma Vibhushan awardees as also several other sources to enable broad-based consideration. The nominations are to be sent in the enclosed proforma (**Annex - II**). As you would notice from the proforma, in addition to the bio-data, a detailed write up (citation) in narrative form, clearly bringing out the distinguished and exceptional achievements/service of the person recommended in his/ her respective field/discipline, has to be provided in each case. I would also like to bring to your kind notice that **nominations received without the filled up proforma and citation (maximum in 2 pages containing not more than 800 words) will not be considered**. All relevant columns of the proforma are also expected to be completed in all respects. The process of compiling the nominations/recommendations and their consideration takes considerable time and, therefore, commences early.

3. In the above background, I am to request you to kindly send suitable nominations for the Padma awards to be announced on the occasion of Republic Day, 2014. While finalizing the recommendations, the following points may be kept in view:-

- (i) It may be ensured that the persons recommended are pre-eminently worthy of the awards, looking at their life-time achievement. 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) 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.

Contd..2/-



- (iii) 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 be considered.
- (iv) Government servants including those working with PSUs, except Doctors and Scientists, are not eligible for Padma Awards.

4. The last date for receipt of the recommendations for Padma Awards in this Ministry is **October 15, 2013**. **The cut-off date may please be strictly adhered to as recommendation received after it will not be considered.**

With *regards,*

Yours *Sincerely,*



**(Gauri Kumar)**

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