

Nomination Form

For the Best Administrative / Technical Staff

Year _____

1.	Name	
2.	Designation	
3.	Address	
4.	Mobile No.	
5.	E-mail	
6.	Date of Birth	
7.	Date of Joining Present Post	
8.	Details of Service	
9.	Educational Qualifications	
10.	Justification (for the Best Administrative / Technical / Supporting Staff Award) <i>[Please furnish one page write up to justify the nomination interalia bringing out the outstanding qualities, contributions and achievements of the person nominated keeping in view the job profile of the employee]</i>	
11.	Justification (for the Best Sports Award) <i>[Please furnish one page write up to justify the nomination interalia bringing out the the achievements of Sports]</i>	

Dated:

Signature of the Employee

12. *Recommendation of the Controlling Officer:-*

Dated:

Signature of the Controlling Officer

Name: _____

Designation: _____

**ICAR-CENTRAL INSTITUTE OF POST HARVEST ENGINEERING &
TECHNOLOGY, LUDHIANA**

PERFORMA FOR THE BEST SCIENTIST AWARD

PART-A (General Information)

1. Name & designation of officer/official :
2. Name of Division /Section :
3. Date of Joining of ICAR :
4. Date of Joining of CIPHET :

PART-B (Following information may be furnished for the year

1. Major Contribution (maximum 1000 words, Additional information i.e publications, patents, technology transfers details etc along with supporting proof may be annexed)
2. Additional qualification/Skill acquired :
3. Recognitions :
4. Please state 3 reasons (in bullet form) why you consider yourself best Scientist for the year

Signature of Applicant

**PART-C (information to be provided for the period _____ by
supervising authority)**

1. Punctuality :
2. Behaviour with seniors and colleagues :
3. Capability to handle the work and dedication :
4. Opinion of the supervising authority on the Remarkable achievements of the applicant

Signature of Supervising Authority

Criteria for award of marks for best scientist award

Research Contribution (number of projects operated during current period (One mark for PI per project, 0.75 marks for Co-PI per project) – Total marks will be normalized at scale of 10 with highest scorer getting 10.

Institute projects

Ex-funded project

Consultancy/ contract project

Publications: Total marks will be normalized at scale of 10 with highest scorer getting 10.

NAAS rated papers (first author) (NAAS rating or 2) (Co-author to get 75% score)

Book (Principal author) (X * 3)

Book (Co-author/ editor) (X * 1.5)

Book chapter (X * 1.5)

Popular article (X *1)

Technical bulletin (No. * 0.5)

Extension and others (Total marks will be normalized at scale of 10 with highest scorer getting 10.

Patents Applied (First applicant) (X*2)

Patents Applied Co-applicant (X*.075)

Technologies licensed (I) (X*1)

Technologies licensed (Other) (X*0.5)

Revenue generation as, if any (1 marks per lakh for PI, 0.5 for others)

External awards (X*1)

Institute awards (X*0.5)

Any other (Training organized, awards to stakeholder, skill improved, outside invited lectures) (X*0.5)

Opinion of controller (out of 10)

Participation in institute building activities (out of 10)