



स्वर्गीय महाराज माधवराव सिंधिया कुशल प्रशासक सम्मान

Guidelines for the award

PREFACE

The institute celebrates 10th March as MITS-Day to commemorate the memory of the late Maharaja Madhavrao Scindia, Former Chairman, Board of Governors, MITS who had an excellent track record of administrative efficiency and ethical conduct as Minister for Railways, Minister for Civil Aviation and Minister for Human Resource Development.

The Internal Quality Assurance Cell (IQAC) of the institute launched a new initiative on 10th March 2021, to award the faculty and staff with “**Certificate for Significant Contribution**” based on their involvement in various activities that were exemplary for quality enhancement. To commemorate the 65th anniversary of the institute, in year 2022, the initiative was further expanded beyond MITS boundaries, by launching a prestigious award to be conferred every year at MITS, to reminisce, celebrate and salute the legendary administrative acumen of the **Late Shrimant Maharaja Madhavrao Scindia of Gwalior**.

The institute presently offers undergraduate degrees in 17 engineering & technology disciplines, post graduate degree in 10 specializations and Ph.D programme in 9 disciplines .

OBJECTIVES

- To promote awareness about various societal issues
- To motivate society to strengthen the existing Government initiatives, schemes and policies for sustainable development
- To sensitize people about the role of administration in elevating the society in all respects
- To emphasize commitment of the institute towards routine issues concerning general masses
- To inspire and motivate individuals & institutions to follow the awardees as role models

ELIGIBILITY CRITERIA FOR NOMINATION

- The award will be open to all individuals, organizations and institutions working in Madhya Pradesh.
- In case of individual category, the awardee must be at least 25 years of age on the last date of receipt of nomination.
- Person or persons presently associated with MITS, Gwalior in any manner, cannot be the contenders for these awards.
- If the applicant is an institution, it should have worked in the relevant field for at least 5 years.
- The applicant should not be a recipient of the same award earlier.
- Nominations will be invited from various organizations of Madhya Pradesh
- The **कुशल प्रशासक सम्मान** will be awarded for outstanding work, preferably in exceptional circumstances, to individuals who have shown exemplary competence and made a difference in society through their efforts/exemplary efficiency in the execution of government and other schemes or campaigns,
- The **कुशल प्रशासक सम्मान** can be awarded to those who have worked for economic and social empowerment of the under privileged classes of society, for reducing the hardships of weaker sections of society, rural development etc. Those who have demonstrated extraordinary administrative and managerial skills for the benefit of society may be considered for this award.



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

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MODE OF CALLING THE NOMINATIONS

- The information about the award, the eligibility criterion, application formats, important timelines etc. will be disseminated and widely publicized through the institute website, print media and all social media platforms.
- Nominations will also be invited from prestigious social organizations and public/private bodies.
- The nominations received will be scrutinized, summarized and short listed by an institutional committee constituted by the competent authority.
- The criteria for selection will be, extent of contribution in the form of (i) Jurisdiction covered (local, state, national, international) (ii) Approximate number of persons benefitted (iii) Accolades or achievement (iv) years active/experience of the contenders in the particular field (v) similar other factors as may be deemed fit by the committee
- All the nominations along with the shortlisted cases will be put before the Jury for final decision.

CONSTITUTION OF THE JURY

- i. H.H. Shrimant Jyotiraditya Madhavrao Scindia, Chairman (For Award-II)
- i. One member from the BoG, MITS, Gwalior (Nominated by the Chairman, BoG)
- ii. One member from education not below the rank of Director/ Vice chancellor (Nominated by the Chairman BoG or by member BoG authored by the Chairman)
- iii. One prominent local personality representing society/ social/ health organizations/ administration etc. (Nominated by the Chairman BoG or by member BoG authorized by the Chairman)
- iv. One institute representative not below the rank of Professor (Nominated by the Director)
- v. The Jury may at its discretion also consider individuals other than those recommended by the institutions/Organizations/M.P. Government /ministries etc.
- vi. The Jury reserves the right to reject any entry.

PRESENTATION OF AWARD

- The recipients of the **स्वर्गीय महाराज माधवराव सिंधिया कुशल प्रशासक सम्मान** shall be declared every year in the last week of February.
- The Award shall consist of cash and medallion.
- **The last date for sending the nomination form** (downloaded from the institute website www.mitsgwalior.in) **along with supporting documents/annexures, by speed post or hand delivery, to the following address is 14th February 2023.**
- The envelope must mention the name of the award for which nomination is being sent, in bold.

Address for correspondence

**Director, Madhav Institute of Technology & Science
Race Course Road, Gola Ka Mandir
Gwalior, 474005 , M.P.**



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Nomination form for स्वर्गीय महाराज माधवराव सिंधिया कुशल प्रशासक सम्मान

NOMINATION FORM FOR RECOMMENDING ORGANIZATION

(To be filled for nominating an Organization)

1.	Full Name & Address of the Organization /Institution	
2.	Name of Head of Institution/ Organization	
3.	Contact Details of the Head of the Institution/organization:	
	Land line Number	
	Mobile No.	
	Fax Number	
	E mail id	
4.	Area of Work /Specialization (With proofs)	Enclosure No.
5.	Registration of the organization(please attach certified copy of the certificate of registration – wherever applicable)	Enclosure No.
6.	Whether the organization is working at: (i) District Level (ii) State level (iii) National level (iv) International level	
7.	Total Member/Staff Strength :	Enclosure No.
8.	If possible, please attach the annual reports of the organization/institution for the last three years:	Enclosure No.



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10.	Special or outstanding achievements during the last five years in service towards the cause of societal benefit (with timelines, specific impact, results and significant outcomes)	Enclosure No: (Year-wise information to be given)
11.	Details of Awards / Honours / Recognitions received earlier if any, (attach copy)	Enclosure No:
12.	Justification for the Award (attach Separate sheets with details)	

I hereby declare that above information regarding the institution/ Organization -----
-----is true to the best of my knowledge.

Place:

Date:

Signature
Name:
Full Contact Address:
Mobile No.:
E-mail ID:



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Photo

NOMINATION FORM FOR RECOMMENDING INDIVIDUALS FOR AWARDS

(To be filled for nominating an individual)

1.	Full name	
2.	Complete Address	
3.	Date of Birth	
4.	Designation	
	Contact Details	
	Land line Number	
	Mobile No.	
	Fax Number	
	E mail id	
5.	Qualifications	
6.	Details of Professional experience	Enclosure No:
7.	Notable work during last three years for the empowerment of women in M.P.	Enclosure No: (Year-wise information to be given)
8.	Details of Awards/Honours/Recognitions received, if any (attach citation)	Enclosure No:
9.	Justification for the Award (attach separate sheets with details)	Enclosure No:

I hereby declare that above information regarding the individual/myself # -----
-----is true to the best of my knowledge.

(# tick In case of self-nomination)

Place:

Date:

Signature

Name:

Full Contact Address:

Mobile No.:

E-mail ID: