



सत्यमेव जयते

# **GOVERNMENT OF MEGHALAYA**

## **MEGHALAYA DAY EXCELLENCE AWARD RULES**

**FOR THE YEAR 2004**

**GOVERNMENT OF MEGHALAYA**  
**PERSONNEL & ADMV. REFORMS (B) DEPARTMENT**

No. PER(AR). 74/98/Pt/130

Dated Shillong, the 20<sup>th</sup> December, 2004

**NOTIFICATION**

**ORDERS BY THE GOVERNOR**

Whereas the Governor of Meghalaya has considered appropriate that awards for outstanding performance, highlighting exemplary and outstanding achievements of government servants be instituted.

Now, therefore, for this purpose of conferment of the “Meghalaya Day Excellence Award”, he is pleased to make the following Rules, namely:-

1. **Short Title** – This rule shall be called as the Meghalaya Day Excellence Award Rules, 2004.
2. **Awards to consist of citation and cash** – The award shall carry a citation of the “Meghalaya Day Excellence Award” with a cash award of rupees ten thousand only.
3. **Publication of names** – The names of those persons to whom such award be made shall be published in the Official Gazette.
4. **Number of awards for such categories** – The number of awards conferred in a year shall not exceed three in each category as specified under Rule 10.
5. **Qualifications for conferment of awards** – The awards shall be conferred for :-
  - (a) Outstanding performance by state government employees;
  - (b) The general performance of the incumbent, including his/her general character
  - (c) Attendance in office in normal times and also during periods of bandhs, strikes, picketing, agitation, etc.
  - (d) Promptness in disposals of works; and
  - (e) Employees who have completed not less than five years of service.
6. **Announcement and presentation of awards** – The award shall announced and presented by the Government of Meghalaya on the 21<sup>st</sup> day of January of every year.
7. **Recommendation of Awards** – The recommendation of the Principal Secretaries/Commissioner and Secretaries/Secretaries/Head of Departments/Deputy Commissioners shall be sent to the Personnel & A. R. (B) Department latest by the 15<sup>th</sup> day of December every year with a write-up giving detailed jurisdiction indicating why the person concerned have been recommended and considered suitable for receiving such

award Recommendations received after the date referred to this rule shall be rejected forthright.

8. **Examination by Screening Committee** – The recommendation shall be examined by a screening committee to be known as “Meghalaya Day Excellence Award Screening Committee”. This committee shall thereafter submit a final list of awardees for approval of Chief Minister.
9. **Composition of Screening Committee** – The Screening Committee shall consist of the following members namely –
  - (a) Chief Secretary - Chairman
  - (b) Additional Chief Secretary Principal Secretary/Commissioner & Secretary Finance Deptt. - Member
  - (c) Principal Secretary/Commissioner & Secretary Political Deptt. - Member
  - (d) Principal Secretary/Commissioner & Secretary Personnel Deptt. - Member
  - (e) Principal Secretary/Commissioner & Secretary Secretariat Additional Deptt. - Member
  - (f) Commissioner of Division, Shillong and Tura. - Member
  - (g) Commissioner & Secretary, Personal Department. - Member Secretary

10. **Allocation and number of awards category wise.** The allocation of awards category wise in each occasion shall be as follows :-

(a)	Among Grade IV	Mali, Chowkidar, cleaners, Peons.	- 3 Nos.
(b)	Among Grade III	Driver, Typist, L.D.A., U.D.A., Asstt. Supdt, Superintendent,	- 3 Nos.
(c)	Among Grade II	Steno Grade-II	- 3 Nos.
(d)	Among Grade I	Steno Grade-I, Steno Grade Under Secretary	- 15 Nos.
	Total Nos. of awards	.....	

Smt. R. V. Suchiang IAS  
Commissioner & Secretary to the Govt. of Meghalaya,  
Personnel & Admn. Reforms (B) Department.


Dated Shillong, the 26<sup>th</sup> December, 2004.

Memo No. PHR(AR)74/98/1/130-A

Copy to:-

1. All Principal Secretaries/Commissioners & Secretaries/Secretaries.
2. All Administrative Departments/Heads of Departments/Commissioners of Division/  
Deputy Commissioners/Sub-Divisional Officers.
3. Director of Printing & Stationery Department with a request to published in the next  
issue of Meghalaya Gazette and to supply 2000 spare copies to Personnel & A.R.(B)  
Department.

By Order of,

  
Under Secretary to the Govt. of Meghalaya,  
Personnel & A.R. (B) Department.