

प्रेषक

श्रम आयुक्त, हरियाणा,  
चंडीगढ़।

सेवा में,

1. सभी अधिष्ठता अधिकारी, श्रम न्यायालय, हरियाणा राज्य।
2. अतिरिक्त श्रम आयुक्त (एन.सी.आर.), गुरुग्राम।
3. सभी उप श्रम आयुक्त, हरियाणा राज्य।
4. सभी उप निदेशक, औद्योगिक सुरक्षा एवं स्वास्थ्य, हरियाणा राज्य।
5. सभी उप निदेशक, औद्योगिक स्वास्थ्य, हरियाणा राज्य।
6. सभी सहायक निदेशक, औद्योगिक सुरक्षा एवं स्वास्थ्य, हरियाणा राज्य।
7. सभी सहायक निदेशक, औद्योगिक सुरक्षा एवं स्वास्थ्य (कैमिकल) हरियाणा राज्य।
8. सभी सहायक निदेशक, औद्योगिक स्वास्थ्य, हरियाणा राज्य।
9. सभी सहायक श्रम आयुक्त, हरियाणा राज्य।
10. कल्याण अधिकारी (महिला) पानीपत।

क्रमांक: स्था0/04/2020/26050-149

दिनांक: 10/11/2021

**Subject:- Submission of online applications for Good Governance Award 2021 to Excellent employees/officers to be awarded on 25<sup>th</sup> December, 2021 on eve of Good Governance Day.**

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उपरोक्त विषय के संबंध में।

विषयोक्त मामलें में आपको मुख्य सचिव, प्रशासनिक विभाग, हरियाणा से प्राप्त पत्र दिनांक 02.11.2021 व अधिसूचना दिनांक 01.11.2021 की प्रति भेजते हुए सूचित किया जाता है कि राज्य सरकार द्वारा दिनांक 25.12.2021 को हरियाणा सुशासन पुरस्कार योजना, 2021 आरम्भ करने जा रही है व दिनांक 25.12.2021 को हरियाणा सुशासन दिवस के रूप में मनाया जाएगा। इसलिए विभाग में कार्यरत अधिकारी/कर्मचारी जिनके द्वारा आर्थिक, बुनियादी ढांचे, सामाजिक क्षेत्र या राज्य के प्रमुख कार्यक्रमों के क्षेत्र में आसाधरण और अभिनव कार्य किया है जैसेकि अनुलंग-ए एव बी दर्शाया गया है अनुसार अपने आवेदन दिनांक 17.11.2021 को सायं 05 बजे तक विभाग की ईमेल [establishment456@gmail.com](mailto:establishment456@gmail.com) पर भिजवाना सुनिश्चित करें ताकि आगामी कार्यवाही अमल में लाई जा सके। दिनांक 17.11.2021 के उपरांत प्राप्त होने वाले आवेदन पर कोई विचार नहीं किया जाएगा।

संलग्न: उपरोक्त



अधीक्षक (स्था0),

कृते: श्रम आयुक्त, हरियाणा।

पृष्ठाकांन क्रमांक: स्था0/01/2021/26150-65 दिनांक 10/11/2021

पत्र की प्रति मुख्यालय पर कार्यरत सभी अधिकारियों को भेजकर अनुरोध किया जाता है कि वह स्वयं व अपने अधिनस्थ कर्मचारियों को मुख्य सचिव, हरियाणा सरकार, प्रशासनिक सुधार विभाग, हरियाणा द्वारा जारी पत्र के बारे में अवगत करवाए व यदि कोई आवेदन भेजना चाहता है तो वह दिनांक 17.11.2021 को सायं 05.00 बजे तक स्थापना शाखा में भिजवाए।



अधीक्षक (स्था0),

कृते: श्रम आयुक्त, हरियाणा।

No. 4/01/2021-RU  
HARYANA GOVERNMENT  
ADMINISTRATIVE REFORMS DEPARTMENT

Dated Chandigarh the 02.11.2021

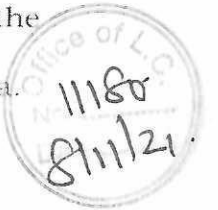
LC  
31.11.2021

For further To  
applicable)

ALCAJ

8.11.2021

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments.
3. All the Managing Directors/ Chief Administrators of all the Boards/ Corporations in Haryana State.
4. All the Divisional Commissioners in the State of Haryana.
5. All the Deputy Commissioners in the State of Haryana.
6. All the Registrars of Universities in Haryana.



**Subject:- Submission of online applications for Good Governance Award 2021 to Excellent employees/officers to be awarded on 25<sup>th</sup> December, 2021 on eve of Good Governance Day.**

Swpda

8/11/2021  
E1

Respected Sir or Madam,

I am directed to invite your attention on the subject cited above and to say that Government has introduced the scheme namely Haryana Good Governance Award Scheme, 2021 (Haryana Sushasan Puraskaar Yojana, 2021) vide notification dated 01.11.2021, the soft copy of which is available on the website [www.csharyana.gov.in](http://www.csharyana.gov.in). The Good Governance Day is to celebrated on 25<sup>th</sup> December, 2021.

2. The above said scheme is applicable to all the employees of Group A,B,C and D including contractual employees and persons working under outsourcing policy in any Department/Board/ Corporation/ Public Sector Undertaking/ Society/ University etc. under Haryana Government and excluding Administrative Secretaries, HOD's and IAS Officers.

3. All the interested officials/ officers or team of employees who have done extraordinary and innovative work in the field of Economic, Infrastructure and Social Sector (See Annexure A of the Scheme) or State Flagship Programs (See Annexure B of the Scheme) be informed that they may send their applications to their HOD's/ Organizations which will be scrutinised by HOD's and forwarded to the Administrative Secretaries concerned along with his/her recommendations. The Administrative Secretaries will submit/ upload the application(s) on the portal "**HaryanaGoodGovernanceAwards.haryana.gov.in**" latest by 22.11.2021 after which designated portal will be closed. The username and password for each Administrative Secretary will be sent to them by E-mail.

4. The nominations received by prescribed date will be shortlisted, scrutinized and evaluated by the external expert institutions. The final decision will be taken by the Empowered Committee with the approval of Chief Minister, Haryana.

5. The details of Good Governance Award Scheme, 2021 is also available on the above said portal. These instructions may please be brought to the notice of all concerned.



Research Officer-AR  
for Chief Secretary to Government, Haryana.

CC:

1. CPSCM
2. CS
3. DPSCM
4. APSCM
5. C&SAR
6. DSAR

**Haryana Government  
Administrative Reforms Department**

**NOTIFICATION**

**Dated: Chandigarh, the 01.11.2021**

No. 4/01/2021-RU.— The Governor of Haryana is pleased to introduce Good Governance Award Scheme which has been drafted for the employees who deliver and exhibit extraordinary and innovative work.

Detailed Scheme is as below:

<b>1.</b>	<b>SHORT TITLE AND COMMENCEMENT:</b> (i) This Scheme rules may be called the Haryana Good Governance Award Scheme (Haryana Sushaasan Puraskaar Yojana). (ii) This Scheme shall come into force with effect from the date of notification in the official gazette.
<b>2.</b>	<b>EXTENT OF APPLICATION:</b> This Scheme shall be applicable to all employees of Haryana Government or Boards, Corporation, Societies or other statutory entities owned and controlled by the Haryana Government who have done extraordinary and innovative work in the specified fields.
<b>3.</b>	<b>DEFINITIONS:</b> In this Scheme, unless the context otherwise requires — <b>a. 'Award'</b> means any award admissible under this Scheme; <b>b. 'Employee'</b> means employee of any Service Group i.e. Group A, B, C & D and manpower engaged under the Outsourcing Policy working in any of the Organizations under Haryana Government, excluding Administrative Secretaries/ HODs and IAS Officers. <b>c. 'Empowered Committee'</b> means the committee constituted by Government to finalize Good Governance Awards for this Scheme; <b>d. Governance Day'</b> means the 25 <sup>th</sup> December every year on the birthday of former Prime Minister, Shri Atal Bihari Vajpayee; <b>e. 'Government'</b> means the Administrative Reforms Department of Haryana Government; <b>f. 'Organization'</b> means any Department, Board, Corporation, Statutory Authority, Mission, Society, Institute, University, Public Sector Undertaking, etc. under the Haryana Government which is owned and controlled by Govt. of Haryana;

	<p><b>g. 'Scheme' or 'Yojana'</b> means the Haryana Good Governance Award Scheme (Haryana Sushaasan Puraskaar Yojna);</p>
<b>4.</b>	<p><b>OBJECTIVE OF THE SCHEME:</b></p> <p>The objective of the Scheme is to promote "Good Governance" and awarding employees who through their individual innovations and special efforts promote "Good Governance" in the state.</p>
<b>5.</b>	<p><b>GOOD GOVERNANCE AWARDS :</b></p> <p>The awards will be given at two levels of administrative units i.e. State level award and District level award</p> <p>1) An award under this Scheme shall consist of any of the following which shall be granted on Good Governance Day:-</p> <p>(i) trophy;</p> <p>(ii) appreciation certificate signed by Chief Minister, Haryana (to be placed in Service Book of employee)</p> <p>(iii) Cash Reward for State level award (1<sup>st</sup> prize of Rs. 51000/-; 2<sup>nd</sup> prize of Rs. 31000/- and 3<sup>rd</sup> prize of Rs. 21000/-) shall be given to individual employees or winning team of employees (cash reward is to be distributed among the team members of the winning team in equal proportion).</p> <p>(iv) Cash Reward for each District level award (1<sup>st</sup> prize of Rs. 31000/-; 2<sup>nd</sup> prize of Rs. 21000/- and 3<sup>rd</sup> prize of Rs. 11000/-) shall be given to individual employees or winning team of employees (cash reward is to be distributed among the team members of the winning team in equal proportion)</p> <p>2) Maximum Number of awards:</p> <p>State Level : Ten (Two awards for 1<sup>st</sup> position, Three awards for 2<sup>nd</sup> position and five awards for 3<sup>rd</sup> position) District Level : Three in each District</p> <p>3) Applications can be submitted in any of the fifty subject areas (Annexure A) in Economic, Social and Infra Sectors or in any of the flagships programmes (Annexure B).</p>
<b>6.</b>	<p><b>CRITERIA FOR EVALUATION:</b></p> <p>The award under the Scheme shall be given on the basis of following</p>

	<p>criteria :-</p> <ol style="list-style-type: none"> <li>1. Impact (in terms of) <ol style="list-style-type: none"> <li>(i) Increased Revenue</li> <li>(ii) Time Saved</li> <li>(iii) Cost Savings</li> </ol> </li> <li>2. Enhanced transparency in functioning of the Government</li> <li>3. Increased accountability</li> <li>4. Increased citizen provisioning to services/schemes.</li> </ol>
<b>7.</b>	<p><b>THE INDICATIVE LIST OF SECTORS AND SUBJECT AREAS:</b></p> <p>The indicative list of sectors, sub-sectors and subject areas are provided at Annexure-A. The State Flag-ship Programmes are at Annexure-B of this Scheme.</p>
<b>8.</b>	<p>1. Process of Award:</p> <ol style="list-style-type: none"> <li>i. Submission of online applications open till 22<sup>nd</sup> November, 2021.</li> <li>ii. Application can be submitted any time on the portal for the purpose till 22<sup>nd</sup> November, 2021.</li> <li>iii. External agencies to evaluate by 5<sup>th</sup> of December, 2021.</li> <li>iv. Chief Secretary's Committee to finalize Awards by 15.12.2021.</li> <li>v. Information of District Level Award to be sent to Districts concerned. Instruction for Block/Tehsil, Sub-division, District level functions by 18<sup>th</sup> of December, 2021.</li> <li>vi. Procurement/Purchase of materials/gifts/certificates etc. (latest by 15<sup>th</sup> December, 2021)</li> <li>vii. Printing of Award Certificates and signed by CM; Certificates signed by CS (AR); Trophies (AR); latest by 18<sup>th</sup> December, 2021.</li> <li>viii. List of District level dignitaries- convey by 20<sup>th</sup> of December, 2021.</li> <li>ix. Issue communications for Awards Event on 21<sup>st</sup> December, 2021 (Including sending District Level Awards)</li> </ol>
<b>9.</b>	<p><b>SUBMISSION OF APPLICATIONS AND SCRUTINIZING THEREOF :</b></p> <ol style="list-style-type: none"> <li>1. The employees shall submit their applications to their Head of the Organization, who shall after due examination forward the same to the Administrative Secretary of their department with his/her recommendations.</li> </ol>

2. The employees shall submit the following information along with the application:-

- (i) Payee code as per HRMS (if allotted by NIC) or Parivar Pehchan Patra (PPP) ID in case of Contractual employee.
- (ii) Name
- (iii) Designation
- (iv) Place of posting/deployment.

3. The Administrative Secretary shall scrutinize and shortlist the submission and finalize the departmental entry.

4. The Application should consist of the following:-

(i) Project statement indicating Sector, Subject Area, Project Details, Innovative Aspect, Strategies adopted in implementation, Exceptional Achievements and Outcomes, Financial implications, Challenges faced, Positive Impact, Scalability, Sustainability, etc.

(ii) Power Point Presentation (not more than 10 slides)

5. The Project Statement of not more than 200 words, should contain details of the programme/initiative, strategies adopted in implementation, period of implementation, exceptional achievements and outcomes, positive impact, scalability and sustainability.

6. The application for award should contain the details of beneficiaries/ stakeholders of the initiatives/ projects.

7. Applications with incomplete/ insufficient details shall not be considered.

8. An index should be provided for all abbreviations/acronyms used in the application and documentation.

9. Administrative Secretary shall then submit the departmental entries on the online portal.

**10. SHORTLISTING FOR AWARD:**

All the applications shall be forwarded to external evaluating institutions for short-listing, scrutiny and evaluation.

1. In case of entries relating to Economic and Infrastructure Sectors (including Flagship schemes), the evaluation shall be conducted by

Indian Institute of Management, Rohtak or such institution as the state Government may direct.

2. In case of entries relating to Social Sector (including Flagship Schemes), the evaluation shall be conducted by Panjab University, Chandigarh or such institutions as the State Government may direct.

**Note**—The external evaluating institution may ask for further details including making a presentation through video - conference and/or make such inquiry as deemed fit.

**11. COMPETENT AUTHORITY FOR RECOMMENDATIONS/  
FINALIZATION OF THE AWARDS:**

An Empowered Committee chaired by the Chief Secretary to Govt. Haryana and comprising such members as the Government may approve on the recommendations of the Chief Secretary shall consider the recommendations of the IIM Rohtak and Panjab University or the external evaluating institution as the case may be. The decision taken by the Empowered Committee shall be final and binding.

- 12. REMOVAL OF DOUBT:** For interpretation or removal of any doubt, the matter may be referred to the Government.



(Vijai Vardhan)  
Chief Secretary to Government Haryana  
Administrative Reforms Department



(Referred to Para 7)

## List of Sectors, Sub-sectors and Subject areas

SN	Sector	Sub-sector	Subject areas
1.	Economic	Commerce & Industries	Ease of doing business Growth of industries Growth in MSME establishments
		Agriculture & Allied Sectors	Growth Rate of Agriculture and Allied Sector Food Grains Production Horticulture Produce Milk Production Crop Insurance
		Environment	Availability of State level Action Plan for Climate Change Change in Forest Cover
		Economic Governance	Gross State Domestic Product (GSDP) Growth Rate Growth in Per Capita Income Fiscal Deficit as a Percentage of GSDP State's Own Tax Revenue Receipts to Total Revenue Receipts Debt (Total Outstanding Liabilities) to GSDP
2.	Infrastructure	Public Infrastructure & Utilities	Access to Potable Water Jal Jeevan Mission(JJM) Towns Declared ODF Villages Declared ODF Connectivity to Rural Habitation Access to Power Supply Availability of 24X7 Power Supply Energy Availability Against the Requirement Growth of Per Capita Power Consumption

3.	<b>Social</b>	<b>Human Resource Development</b>	Quality of Education Retention Rate at Elementary School Level Gender Parity Enrolment Ratio of SC & ST Skill Trainings Imparted Placement Ratio Including Self—employment
		<b>Social Welfare</b>	Sex Ratio at Birth Health Insurance Coverage Rural Employment Guarantee Unemployment Housing for All Economic Empowerment of Women Empowerment of SCs, STs, OBCs and Minorities Disposal of SC/ST Atrocity Cases by Courts Rights and Protection of Children
		<b>Citizen Centric Governance</b>	Number of Services Provided Through Electronic format
		<b>Judiciary and Public Security</b>	Conviction Rate Availability of Police Personnel Population of Women Police Personnel Disposal of Court Cases Disposal of Cases by Consumer Courts
		<b>Public Health</b>	Operationalisation of 24X7 Facility at PHCs Availability of Doctors & Paramedical Staff at PHCs MMR IMR TFR Immunization Achievement

(Referred to Para 7)

Annexure-B

SN	State Flagship Programmes
1	Mera Parivar Meri Pehchan
2	Mukhya Mantri Parivar Samridhi Yojana
3	Antyodaya Saral
4	Meri Fasal Mera Byora
5	Mera Pani Meri Virasat
6	Land Records & Land Survey