

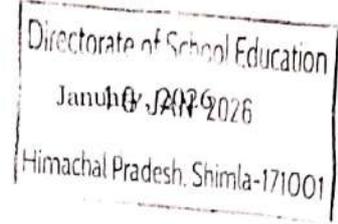
PERSONAL ATTENTION
URGENT/TIME BOUND

No. EDN-H(4)(Ele)1/2023-Misc. Awards
Directorate of School Education
Himachal Pradesh, Shimla-1

Dated the Shimla-1

To

All the Deputy Directors of School Education
(Secondary/Elementary/Quality) in Himachal Pradesh



Subject: - Regarding scrutiny & selection of one best sectoral proposal for recommending the same for award under State Innovation under IIP State Innovation Award Scheme for the Year 2019-20 & 2020-21.

Sir

Kindly refer to letter no. EDUC-F10/10/2021-EDU-C, dated 08.01.2026 alongwith its enclosure received from the Under Secretary (Education) to the Government of Himachal Pradesh (*Copy Enclosed*) on the subject cited above.

In this context, it is intimated that the State Government had invited nominations for awards under "HP State Innovation Award Scheme" for the years 2019-20 & 2020-21 (*Copy Enclosed*). Under this scheme, financial incentives are given for suitable innovations in various sectors that have resulted in significant improvement in existing practices or have benefited the people of the State in a significant manner.

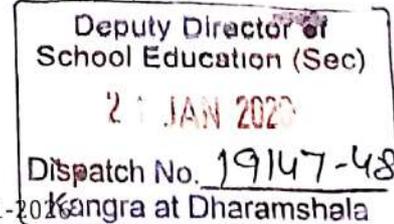
Furthermore, it is submitted that this Directorate had requested the submission of one best sectoral proposal for the aforesaid awards from your district, within a stipulated time frame, vide this Directorate's letter of even number, dated 06.06.2023 and subsequent reminders. However, no response has been received from your office so far. In the absence of the requisite information, it has not been possible to process the case further.

You are, therefore, once again requested to forward the proposals in the prescribed format, alongwith your recommendations pertaining to the Education & Skill Development Sector for the years 2019-20 & 2020-21, to this Directorate on or before 20th January, 2026, without fail. Failing which, strict action shall be initiated as per rules.

This may be treated as Most Urgent and Personal Attention

Encls: As above.

Additional Director (Admn.)
School Education, H.P.



Endst. No. EDN-KGR (G-7)Award 2025/
Office of the Deputy Director of School Education (Secondary)
Kangra at Dharamshala.

E mail Address ddhckangra3@gmail.com

Dated Dharamshala - 176215

19-01-2026

Copy to:-

01. Worthy Director of School Education H.P. Shimla-1 for information please
02. All the Principals/Headmasters Govt. Sr. Sec. /High Schools of District Kangra for strict compliance.
03. Guard File.

Dy. Director of School Education (Secondary)
Kangra at Dharamshala

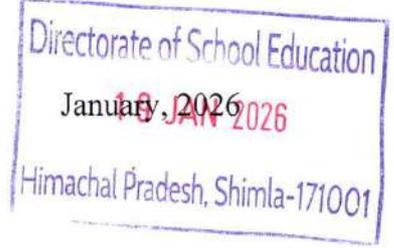
PERSONAL ATTENTION
URGENT/TIME BOUND

No. EDN-H(4)(Ele)1/2023-Misc. Awards
Directorate of School Education
Himachal Pradesh, Shimla-1

Dated the Shimla-1

To

✓ All the Deputy Directors of School Education
(Secondary/Elementary/Quality) in Himachal Pradesh



Subject: - Regarding scrutiny & selection of one best sectoral proposal for recommending the same for award under State Innovation under HP State Innovation Award Scheme for the Year 2019-20 & 2020-21.

Sir

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This may be treated as Most Urgent and Personal Attention

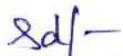
Encls: As above.


Additional Director (Admn.)
School Education, H.P.

Endst. No. even dated the January, 2026

Copy forwarded to: -

1. The Secretary (Education) to the Government of Himachal Pradesh w.r.t. above referred letter for information, please.
2. Guard File.


Additional Director (Admn.)
School Education, H.P.

436
13-1-26

ues

4755
9/1/26

Most Urgent

Reminder-XII

No. EDUC-F010/10/2021-EDU-C
Government of Himachal Pradesh
Department of School Education

From

The Secretary (Education) to the
Government of Himachal Pradesh

To

The Director School Education
Himachal Pradesh, Shimla-171001

Dated: Shimla-171002, the 8th January, 2026

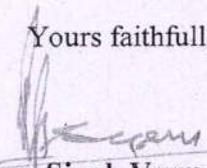
Subject:- Regarding scrutiny & selection of one best sectoral proposal for recommending the same for award under State Innovation under HP State Innovation Award Scheme for the Year 2019-20 & 2020-21.

Sir,

I am directed to invite your attention to this department letter of even number dated 27th April, 16th July, 11th November, 2022, 13th February, 2023, 8th May 2024, 29th January 2025, 3rd June, 2025 and enclose herewith photocopy of letter No. PLG-FC(F)1-1/2019-20 Innov. Award, dated 9th December, 2025 received from the Adviser (Planning), Himachal Pradesh, Shimla-2 on the subject cited above and request you to provide desired information on the prescribed proforma pertaining to Department of School Education to the quarter concerned immediately under intimation to this department.

Yours faithfully,

S. Rohit
13-1-26



(Hem Singh Verma)
Under Secretary (Education) to the
Government of Himachal Pradesh
Ph. No. 0177-2628481

S. G. Khan

URGENT

No. PLG-FC (F)1-1/2019-20 Innov. Award
Government of Himachal Pradesh
Planning Department

From

Pr. Secy. (Planning) to the
Himachal Pradesh, HP Shimla-2.
Dated:

To

- 1. Pr. Secretary (Urban Development) to the
GoHP, HP Shimla-2.
 - 2. Secy. (Education) to the
GoHP, HP Shimla-2.
- Dated:

09th Dec 2025

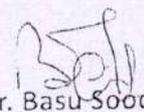
Sub: Regarding scrutiny & selection of one best sectoral proposal for recommending the same for award under State Innovation under HP State Innovation Award Scheme for the Year 2019-20 & 2020-21.

Sir,

Kindly refer to this office letters of even No. dated 6th December 2021, 21st February 2022, 6th April 2022, 13th July 2022, D.O letter No. dated 7th November 2022, and letters dated 10th February 2023, 5th April 2023, 22nd September 2023, 4th January 2024, 2nd May 2024, 22nd August 2024, 9th January 2025, 11th April 2025 and 31st July 2025 on the above cited subject vide which it was requested to provide recommendations (pertaining to your sector) for State Innovation Award for the years 2019-20 & 2020-21. The recommendations of the Sectoral Committee are still awaited. The Sectoral Nodal Department/ Sectoral Committee wise details of the proposals sent and their status are attached at Annexure- A and B.

Therefore, it is again requested to get the proposals scrutinized and provide recommendations of your sector, so that the 'best' proposals of all sectors can be recommended for award after getting the approval of the State Innovation Council.

Yours faithfully,


(Dr. Basu Sood)
Adviser (Planning)
HP Shimla-2.

12/12/25
US (C. 14)
12/12/25
S.O. (C)
15/12/25
Smt. D.K. J.

Annexure-A (Year 2019-20)

Sr. No.	Sectoral Nodal Deptt.	Sector/Sectoral Committee	Total Proposals Sent	Remarks of the Planning Department
1.	2.	3.	4.	6.
1.	Education	Education & Skill Development	3	Recommendation Awaited
2.	Urban Development	Sustainable Development	1	Recommendation Awaited

Annexure-B (Year 2020-21)

	Sectoral Nodal Deptt.	Sector/Sectoral Committee	Total Proposals Sent	Recommendation received (Yes/No)	Remarks of the Planning Department
1.	2.	3.	4.	5.	6.
1	Education	Education & Skill Development	2	NO	Recommendation Awaited
2	Urban Development	Sustainable Development	2	YES	No action Required

Government of Himachal Pradesh
Planning Department

No. PLG FC(F)1-1/2019-20-Innovation Misc. Dated: Shimla-2, the 17th August, 2019

NOTIFICATION

The Governor, Himachal Pradesh is pleased to constitute following nine Sectoral Committees under the purview of Himachal Pradesh State Innovation Council for scrutinizing and recommending sectoral proposals for HP State Innovation Awards every year:-

1. Sectoral Committees of Agriculture & Horticulture Sector

Nodal Department: Agriculture Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- | | |
|---|-----------|
| i) Administrative Secretary (Horticulture) to the GoHP | -Chairman |
| ii) Administrative Secretary (Agriculture) to the GoHP or her/his nominee | -Member |
| iii) Director, Agriculture Department | -Member |
| iv) Director, Horticulture Department | -Member |
| v) Vice Chancellor, CSK Krishi Vishvavidyalaya or any nominee on his behalf | -Member |
| vi) Vice Chancellor, UHF Nauni, Solan or any nominee on his behalf | -Member |

2. Sectoral Committees of Education & Skill Development Sector

Nodal Department: Education Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- | | |
|---|-----------|
| i) Administrative Secretary (Skill/Technical Education) to the GoHP | -Chairman |
| ii) Administrative Secretary (Education) to the GoHP or her/his nominee | -Member |
| iii) Director, Higher Education Department | -Member |
| iv) Director, Elementary Education Department | -Member |
| v) Managing Director, HP Skill Development Corporation Limited | -Member |
| vi) Director, Technical Education Department | -Member |

3. Sectoral Committees of Food Processing & Manufacturing Sector

Nodal Department: Industries Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- | | |
|--|-----------|
| i) Administrative Secretary (Industries) to the GoHP | -Chairman |
| ii) Director, Industries Department | -Member |
| iii) Sr. Industrial Advisor, Directorate of Industries | -Member |
| iv) One each Representative of Agri Business, Food Processing & Post Harvest Technology Sector from departments like Agriculture, Horticulture & Animal Husbandry besides Industries | -Member |
| v) One representative from Manufacturing & Pharmaceuticals sector | -Member |

Continued on next page...

4. Sectoral Committees of Tourism Sector

Nodal Department: Tourism Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (Tourism) to the GoHP
- ii) Director, Tourism Department
- iii) Managing Director, HP Tourism Development Corporation Ltd.
- iv) One Representative from Eco-Tourism Sector
- v) One Representative from Forest Department
- vi) One Representative from Department of Environment, Science & Technology (DEST)

-Chairman
-Member
-Member
-Member
-Member

5. Sectoral Committees of Social Development Sector

Nodal Department: Rural Development (Secretariat level)

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (Rural Development) to the GoHP
- ii) Director, Rural Development & Panchayati Raj Department
- iii) Director, Directorate of Empowerment of SCs, OBC, Minorities & Specially Aabled
- iv) Director, Department of Women & Child Development
- v) One Representative each from the department/sector in which proposal has been received

-Chairman
-Member
-Member
-Member
-Member

6. Sectoral Committees of Governance Sector

Nodal Department: Administrative Reforms Development

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (Admin Reforms) to the GoHP
- ii) Director, HPA
- iii) Director, Information Technology
- iv) One Representative each from the department/sector in which proposal has been received.

-Chairman
-Member
-Member
-Member

7. Sectoral Committees of Water Resources & Waste Management Sector

Nodal Department: IPH Department (Secretariat Level)

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (IPH) to the GoHP
- ii) Engineer-in-Chief, Irrigation & Public Health Department
- iii) One Expert of Water Resources Management r from IPH Department
- iv) One Expert of Waste Management from the IPH Department
- v) One Representative from Urban Development Department
- vi) One Representative from Rural Development Department
- vii) One Representative from Forest Department

-Chairman
-Member
-Member
-Member
-Member
-Member

Continued on next page...

8. Sectoral Committees of Sustainable Urban Management Sector

Nodal Department: Urban Development (Secretariat Level)

Composition of Sectoral Committee would be as under:

- | | | |
|------|--|-----------|
| i) | Administrative Secretary (Urban Dev.) to the GoHP | -Chairman |
| ii) | Director, Urban Development Department | -Member |
| iii) | Commissioner, Municipal Corporation, Shimla | -Member |
| iv) | Commissioner, Municipal Corporation, Dharamshala | -Member |
| v) | Director, Town & Country Planning Department | -Member |
| vi) | One Representative each from Smart City Project Shimla & Dharamshala | -Member |

9. Sectoral Committees of Environmental Conservation Sector

Nodal Department: Environment, Science & Tech. (Secretariat Level)

Composition of Sectoral Committee would be as under:

- | | | |
|------|---|-----------|
| i) | Administrative Secretary (Env., Science & tech) to the GoHP | -Chairman |
| ii) | Director, Environment, Science & Technology Department | -Member |
| iii) | Member Secretary, HP State Council for Science, Technology & Environment | -Member |
| iv) | Member Secretary, HP State Pollution Control Board | -Member |
| v) | Representation from Aryabhata Geo-informatics & Space Application Centre (AGISAC) | -Member |

Note: Administrative Secretary heading sectoral committee may also nominate additional departments as the members of the committee. All the above constituted Sectoral Committees would also be free to invite external experts as per requirement of the proposals in consultation with all the members of the committee.

Terms of Reference of the Sectoral Committees:

The above referred sectoral committees constituted under the purview of State Innovation Council would be responsible to the State Innovation Council and would perform the following functions:

I. HP State Innovation Award Scheme:

- The committee would scrutinize the eligibility of sectoral proposals received under HP State Innovation Award Scheme every year and accordingly recommend one best sectoral proposal for award if found suitable for the award.
- Besides existing members, the committee would be free to invite any external subject expert as per requirement of specific proposals received under this sector.
- Committee would invite the innovators to make a presentation before it.
- The Committee on the basis of standard evaluation criteria (copy enclosed at Annexure-D) would maintain an evaluation sheet containing the marks given by each member. With a view to bring uniformity, a hundred (100) points scale of Weightage may be used by all the committees by giving due weightage to the points of essential eligibility criteria. Desired criteria may also be given weightage but within the overall scale of 100 points. The committee can also customize standard evaluation criteria as per requirement of specific proposals.

Continued on next page...

- e) It would be incumbent upon the sectoral committees to scrutinize and recommend one best proposal of each sector every year within a period of 2 months from receiving the proposals from the Planning Department.
- f) The recommendations in respect of each sector would be submitted to Planning Department by the nodal department of concerned sector alongwith original proposals and copies of evaluation sheets and proceedings of meetings of sectoral committee.
- g) A meeting of State Innovation Council would be convened subsequently by the Planning Department to finally approve the recommendations of each sector. It would be mandatory for each sector to make a presentation before the State Innovation Council justifying the selection of best sectoral proposal with a brief description for rejecting the others. The innovator(s) whose innovation has been recommended for the award may also present his/her case before the Council.

II. HP State Innovation Fund:

- h) These sectoral committees would also evaluate the proposals in respect of their sector received for financing from State Innovation Fund on prescribed template devised by Planning Department.
- i) The sectoral committees would recommend or reject the same with comments to Planning Department.
- j) The proposal would finally be approved for funding from State Innovation Fund by Planning Department after taking approval of Administrative Secretary (Planning) in the capacity of member Secretary of State Innovation Council.
- k) Where the proposal is received from a sector not falling under the purview of any of identified sectoral committees, proposals would be forwarded to Administrative Secretary of concerned sector for comments/recommendation.

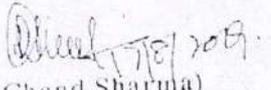
BY Order

(Prabodh Saxena)
Principal Secretary (Planning) to the
Govt. of Himachal Pradesh, Shimla-2.

Order No. PLG FC(F)1-1/2019-20-Innovation Misc Dated Shimla-2, the 17th August, 2019

Copy is also forwarded for information and necessary action to:-

1. All Members of the HP State Innovation Council.
2. The Secretary to the Governor, HP Shimla-2.
3. Private Secretary to the Chief Secretary to the GoHP, Shimla-2.
4. Private Secretaries to the Additional Chief Secretaries to the GoHP, Shimla-2.
5. All the Administrative Secretaries to the GoHP, Shimla-2.
6. All the Head of Departments in Himachal Pradesh.
7. All the Deputy Commissioners in Himachal Pradesh.
8. System Analyst, Computer Division, Planning Department for uploading the same in e-gazette.
9. Guard File.


(Ramesh Chand Sharma)
Under Secretary (Planning) to the
Govt. of HP, Shimla-2

Basic Evaluation Criteria for scrutinizing innovative proposals under HP State Innovation Award Scheme by Sectoral Committees:

The proposals would be judged by the committee(s) on the following generalized parameters. There are certain parameters which are rather difficult to judge in a limited time frame, however judging these parameters related to innovative proposals would be eminently desirable. Therefore, generalized evaluation parameters would be as under:

Essential Eligibility Criteria:

- **Improved Service Delivery:** Better & Improved Service Delivery is the basic objective of very inception of this scheme. The various sectoral committees have been entrusted with the task of scrutinizing innovative proposals received in respect of their sectors. Hence the primary impact of the innovative proposal should reflect improvement in public service rendering on parameters of:-
 - a. **Time Efficiency:** More & improved delivery of services in lesser time
 - b. **Cost Efficiency:** Better & qualitative delivery of services in cost effective manner
 - c. **Simplification & Overall Efficiency:** Use of simplified procedures for improving efficiency of processes resulting in effective outcomes.
 - d. **Accessibility:** Should be easily accessible by the masses and not only by a particular section.
- **Impact:** The proposal should clearly indicate the impacts which said proposal will have in the specific field and eventually on the entire society. The proposal should specify the fundamental changes/adjustments it will make on the functioning of the system alongwith additional uses and applications.
- **Practicality:** The proposal should be compatible with the existing system/environment and cost effective to implement. It should also clearly specify the risks, if any, associated with its implementation.
- **Measurability:** The cost savings, efficiencies and cost benefits in its operations or service should be clearly measurable.
- **Applicability:** The proposal should clearly indicate scope of applicability of this innovation whether this innovation is field specific and region specific or can also be applied to any other areas.
- **Scalability:** The innovation should be easily scalable to adapt/accommodate any future requirements.
- **Replicability:** The outcomes/results of the innovative proposal should benefit a large number of citizens/stakeholders and should be easily replicable. Steps taken by the innovators in sustain the practice & disseminating the success outcome should also be given due weightage.

Desired Eligibility Criteria:

- **Employment Generation Capability:** Possibility of employment generation whether direct or indirect.
- **Use of Local Methodology/Technology:** The use of locally available methodology/technology promoting local talents/resources should also be given preference.

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What would not to be considered by for funding from State Innovation Fund:

- The proposal from individuals/organization that do not indicate to an innovation/process improvement, time or resource saving techniques and contain those activities which are regular activities and constitute their assigned responsibilities may not be encouraged. Proposals having no utility/replicability at present should also not be considered.
- Discharge of routine duties and responsibilities and/or implementation of projects by any institute getting regular budget and support in normal course for research work will also not qualify for funding.
- Theoretical hypotheses, concepts still at the idea stage would only be considered for funding if they are properly translated into quantifiable terms to be achieved through execution of proposed project.

Qualifying Criteria for submission of proposals for award under HP State Innovation Award Scheme:

Only proposals which fulfill the following qualifying criteria, will be considered/accepted under the said award scheme:

1. The proposed innovations should be replicable in the concerned sector/field after customizing them to local needs. The concept may not be an entirely new idea but may be a variation of an existing idea. However, the approach towards its solution should be different and more importantly time and cost effective with its practical utility in the public life.
2. The project once considered for award in any year will not be eligible for nomination/consideration in subsequent years.
3. Discharge of routine duties and responsibilities and/or implementation of projects by any institute getting regular budget in normal course for research work will also not qualify for the award.
4. Innovations done long time back in the past having no utility/replication at present will also not be considered. Normally, innovations done upto three years back from the year for which nomination has been invited for award, will be considered for award.
5. An initiative funded from State Innovation Fund during any year will not be eligible for award under this award scheme.

Certification

I hereby certify that this project/proposal being submitted for consideration under HP State Innovation Award Scheme is my original work and if this project or any part of it is found to be a reproduction in any form of any original work and any other information given herein is found to be false, State Innovation Council or the Sectoral Committee will have the right to take necessary measures and will have every right to cancel the eligibility for all future considerations. Furthermore, I certify that I have read all instructions & conditions for applying for the Award wherein I will abide by all the formerly mentioned guidelines/criteria.

Applicant Signature:

Applicant name:

Email:

Place:

Date:

Himachal Pradesh State Innovation Award Scheme

State Innovation Council (SInC):

In order to create a climate for fostering, accelerating & diffusing innovation in public systems through sharing of experiences across various sectors within State and for mobilisation of practical experiences, Government of Himachal Pradesh has constituted HP State Innovation Council on 7th January, 2011 under the Chairpersonship of Chief Secretary to the Government of Himachal Pradesh. Administrative Secretaries of the concerned departments and Vice-Chancellors of the Universities are the members of the committee.

State Innovation Fund:

To promote excellence and creativity in the functioning of Government Departments/Offices and sub-offices and to encourage departments to try new initiatives to improve the service delivery for the benefit of general public, State of Himachal Pradesh has constituted a State Innovation Fund (SIF) with an initial outlay of Rs.5.00 crore in the State Budget for 2013-14 and guidelines for the implementation of projects under this fund has also been notified.

Innovation Award Scheme:

The Government of Himachal Pradesh has decided to institute awards for Government Departments, Local Governments, Community Development Societies, Public Sector Units/Autonomous Bodies under Government, NGOs and Individuals from 2014-15 for best innovation practices in the selective sectors at the first instance.

Objectives/Purpose of the Award Scheme:

To promote innovation by fostering an innovation culture & establishing an environment conducive to innovation in the State, it has further been decided to provide financial incentives for the best innovation practices being adopted at the various sector levels. Those innovations /innovative practices will be recognised/ rewarded which improve service delivery and bring out positive impact in the society at large.

Scope & Coverage:

The said award scheme will cover the following innovative initiatives in the concerned sector:

1. Innovations brought forth through organizational restructuring/changes.
2. Introduction of new products, services, paradigms, technologies, systems, processes, strategies and policy frameworks which will result

in the improvement in efficiency, effectiveness, quality and social outcomes/ impacts.

3. Creation of a cost effective solution to the age old problems of the sector with future sustainability to compete with modern competitive era.

Areas/Sectors for Awards:

The following nine sectors have been identified for selecting and awarding the best innovation practices in the State:

1. **Agricultural/Horticultural Sector:** Department of Agriculture will be the Nodal Department of this sector for the purpose of this award scheme.
2. **Academic Sector:** Department of Technical Education will be the Nodal Department of this sector for the purpose of this award scheme.
3. **Food Processing & Manufacturing Sector:** Department of Industries will be the Nodal Department of this sector for the purpose of this award scheme.
4. **Social Development Sector:** Department of Rural Development will be the Nodal Department of this sector for the purpose of this award scheme.
5. **Tourism Sector:** Tourism Department will be the Nodal Department of this sector for the purpose of this award scheme.
6. **Government Sector:** This sector will include all the Departments, Boards and Corporation of the State Government. Administrative Reforms Department will be the nodal department of this sector for the purpose of this award scheme.
7. **Water Resources & Waste Management:** Irrigation & Public Health Department will be the Nodal Department of this sector for the purpose of this award scheme.
8. **Sustainable Urban Management:** Urban Development Department will be the Nodal Department of this sector for the purpose of this award scheme.
9. **Environment Conservation:** Department of Environment Science & Technology will be the Nodal Department of this sector for the purpose of this award scheme.

Amount for Award Scheme:

The winning proposal under each sector will be given cash award and a fixed amount will be given to concerned Government Departments/Institutes/ Organizations/NGOs/Entrepreneurs/Innovators etc. for promoting and replicating innovative ideas and practices at their own level. The amount of cash award & financial incentives to concerned departments will be decided by the State Innovation Council every year.

Selection Process:

To identify the best innovation practices in above mentioned sectors, the concerned departments will constitute sectoral committee to scrutinize and recommend the eligible proposals on the basis of standard qualifying criteria and one best proposals of each sector will be sent to State Innovation Council for its approval at State level. State Innovation Council will consider the proposals and select & approve the best innovations for award.

Format
for Nominations under State Innovation Award Scheme

1.	Applicant / Organization Name	
2.	Address with Email & Telephone Number	
3.	Title of the Innovation	
4.	Innovation Details which includes:	
	i.	Background/Conceptualization of the Innovation
	ii.	Objective of the Innovation/Problem Analysis
	iii.	Functioning of the Innovation-How it works?
	iv.	Socio-Economic and Technological relevance/ applicability of the Innovation
	v.	Cost-effectiveness, efficiency and cost benefits of the Innovation
	vi.	Impact of the Innovation in specific field/ Improvement in functioning of existing system
	vii.	Practicability- compatibility with the existing system and its practicability in implementation
	viii.	Additional benefits and future strategy
	ix.	Recognition/Award/Appreciation/Presentation or Publication etc. of the Innovation
	x.	Relevant photographs