

HQrs office circular No. AN-1/1466/I/Awards dt.25/06/07

Sub: Motivation Scheme for the Defence Accounts Department.

The need for adequately motivating officers and staff at all levels of the Central and State Governments has been engaging the attention of the Government for some time. Keeping this in view, the Government of India have introduced Prime Minister's Award for excellence in Public Administration in order to recognize the extraordinary and innovative work done by officers of the Central and State Governments. In the similar lines HQrs office has introduced a Motivation Scheme for DAD. The scheme covers all categories of officials of the Department except for Group A officers and it will also be ensured that only one award is given for outstanding/innovative work in any particular area.

Two awards for the best official and/ or team of officials would be decided and given by each Controller. Similarly two awards will be determined and given on an all India basis by the CGDA from amongst the winners already decided by the Controllers.

The awards will be in the form of cash awards and will be presented on DAD day each year. The cash awards will be accompanied by a silver trophy duly embossed with the name of the Awardees(s) and a certificate mentioning the outstanding work done by the individual or group of individuals. The cash component will be as under, subject to periodical review.

For award at PCDA/CDA level	Rs.7,500 each
For awards at CGDA level	Rs.15,000each

The awards are to be given away on 1<sup>st</sup> October i.e. on DAD day each year, time schedules should be drawn up in such a manner that the awards for each of categories is finalized by 5<sup>th</sup> September 2007 and indeed of each subsequent year.

Parameters for appraising meritorious work have been set out and listed in the circular. However, the Controllers are free to re orient the guidelines to suit their organisation.

The detailed guidelines of the scheme have also been placed on the CGDA website at [ww.cgda.nic.in](http://ww.cgda.nic.in).