

**GUIDELINES OF STATE AWARD FOR  
THE EMPOWERMENT OF PERSONS WITH DISABILITIES**

**1. Introduction**

Mainstreaming disability in the development agenda is a strategy for achieving equality for persons with disabilities. Governments, international organizations, organizations of persons with disabilities and other civil society organizations are working with renewed vigour towards the goal of equality following the adoption of the Convention on the Rights of Persons with Disabilities, in December, 2006.

The promotion of decent work is one of the key factors in ensuring that persons with disabilities benefit from development on an equal basis with others and ensure recognition of PwDs who excelled in life without disabilities deterring them. In continuation with this effort, the Government of Odisha institutes State Awards for empowerment of PwDs.

**2. Scope**

The empowerment of PwDs is a multi-disciplinary process covering prevention and early detection, physical rehabilitation, education and skill upgradation, social security as well as inclusion through an integrated approach of training, application research and innovation. Apart from resources, it requires dedicated efforts of persons and institutions involved in the process of empowerment. In order to recognize their effort and encourage others to strive to achieve excellence in concerned field, Awards will be presented in different categories on the occasion of International Day for PwDs on 3<sup>rd</sup> December, every year.

**3. Categories**

Awards will be presented to PwDs and to recognise of persons and institutions for their contribution for inclusive development of PwDs in the following categories:

Sl.	Award	Sub- Category	No. of Awards
1	Best Employee/ Self-employed with Disabilities	a) Visual Impairment (Blindness & Low Vision) b) Speech & Hearing c) Locomotor Disability (Including LCP) d) Intellectual Disability (MR, Autism) e) Multiple Disability (MD & CP)	One in each category

2	Best Employer	Agency	One
3	Best Achievement in Rehabilitation of PwDs	a) Individual b) Institution	One each in both categories
4	Best Applied Research or Innovation or Product Development for improving life of PwDs	a) Individual b) Institution	One each in both categories
5	Outstanding work for Creation of Barrier-Free Environment for PwDs	Institution	One
6	Best Sports Person with Disability	PwDs	One Male & One Female
7	Best exemplary service by individuals for PwDs	Individual	One
8	Best PwD performer in Performing/ Fine Arts	PwDs	One Male & One Female
9	Best District/ DDRC Providing Rehabilitation Services	a) District b) DDRC	One each in both categories

#### 4. Eligibility Criteria

- a) The domiciles of Odisha in case of individuals and Institutions registered, established and operating within the jurisdiction of the state of Odisha shall be eligible for applying for the award.
- b) The individuals/ institutions received State Award in a particular category earlier shall not be eligible for application in the same category again.

#### 5. Procedure of Application

Applications from eligible candidates or institutions in different categories shall be submitted to the District Social Security Officer (DSSO) of the district concerned in the prescribed format given in Annexure - A (for Individuals) and Annexure - B (for Institutions) in due date as notified by the Department of Social Security & Empowerment of PwDs, Govt. of Odisha, Bhubaneswar. Applications received after due date shall be summarily rejected.

#### 6. District Scrutiny Committee

The Collector of the district concerned shall form a 3-5 member Search Committee for scrutiny of applications received by the DSSO and recommend the shortlisted applications to the Director, SSEPD Dept. as per the scheduled date as intimated to the Collector concerned/ published by the SSEPD Dept. the DSSO concerned shall be the Member Convenor of the Scrutiny Committee. Collectors may also take initiative to intimate all concerned in the district for obtaining applications for the awards.

Provided that the SSEPD Dept. in special cases, may include applications either received directly or recommended by other agencies/ individuals for consideration by the State Selection Committee.

#### 7. State Selection Committee

The selection of awardees shall be made on the basis of recommendations of the District Search Committees by a State Selection Committee. The selection committee shall consist of the following members:

1	Principal Secretary/ Commissioner-cum-Secretary to Government, SSEPD Department	Chairperson
	Director, SSEPD	Member
2	Joint Secretary/Deputy Secretary to Government, SSEPD Department	Member Convenor
3	Assistant Director, VRC for Physically Handicapped	Member
4	Two Chief Functionaries of NGOs/ Institutions as nominated by the Principal Secretary / Commissioner-cum-Secretary, SSEPD Department	Member
5	Two PwDs of eminence as nominated by the Principal Secretary / Commissioner-cum-Secretary, SSEPD Department	Member

The selection committee shall conduct the selection and submit the selection list for approval and declaration of name of awardees by the SSEPD Dept.

Any change in the district and state level committee shall be notified by the SSEPD Department from time to time.

#### 8. Criteria for Selection

The SSEPD Dept. or under the guidance of the Dept. the State Selection Committee may make principles or outline criteria of selection of awardees. The Committee has the sole authority to either withhold certain categories or merge categories of awards.

#### 9. Presentation of Awards

The awards including a citation and cash prize will be presented at Bhubaneswar on 3<sup>rd</sup> December of the Calendar Year in which awardees are selected. The boarding, lodging expenses and TA/ DA of the awardees will be reimbursed by the SSEPD Dept. in case of PwDs boarding, lodging expenses and TA/ DA of one escort will also be provided.

## 10. General Principle

The SSEPD Dept. reserves the authority to:

- a) issue directions, make modifications in the guideline and annulment or cancellation of awards;
- b) withhold awards in case applicants adopted fraudulent means to receive the award;
- c) decide on the prize money for the awards,
- d) suspend or withdraw conferment of awards.

## 11. Calendar of Activities

Sl.	Activities	Time Plan
1	Advertisement for State Awards	1 <sup>st</sup> July
2	Last date of receipt of application by DSSOs	31 <sup>st</sup> July
3	Constitution of District Search Committees	1 <sup>st</sup> August
4	Meeting of District Search Committees	15 <sup>th</sup> August
5	Recommendation to Director SSEPD Dept.	30 <sup>th</sup> September
6	Constitution of State Selection Committee	15 <sup>th</sup> September
7	Selection of Awardees by State Selection Committee	25 <sup>th</sup> October
8	Approval of awardees and declaration of awards	1 <sup>st</sup> November
9	Information/ Confirmation to awardees	15 <sup>th</sup> November
10	Presentation of State Awards	3 <sup>rd</sup> December

Provided that the SSEPD Dept. reserves the right to change/ modify the calendar of activities depending upon exigencies and prevailing local situations.

## 12. Publicity

The SSEPD Dept. shall adequately publicize through different media including News Papers, TV, Social Media etc. to encourage more PwDs and others to apply for the State Award for Empowerment of PwDs.

PARTICULARS OF THE INSTITUTIONS FOR  
STATE AWARD FOR EMPOWERMENT OF PERSONS WITH DISABILITIES

1	Category of Award Applied for	:	
2	Name of the Institution in English (In BLOCK Capital letters)	:	
3	Postal and Telegraphic address of Institution with telephone and fax number.	:	
4	Web-site/E-mail address, if any	:	
5	Year of establishment	:	
6	Whether recognized or aided by State/Central Govt./ Local bodies	:	
7	Nature of work undertaken by the Institution	:	
8	Total number of employees in the Institution (also indicate the number of employees with disabilities, disability-wise).	:	Male      Female      Total
9	Details of work done by the Institution including places and the number of disabled persons covered by the Institution, and innovative works conducted by the institution.	:	
10	Specify the outstanding achievements/ Contribution of the Institution in the Past ten years in the area of welfare of persons with disabilities and rehabilitation/ education including technical education and vocational training to persons with disabilities, research and innovations if any.	:	
11	Whether Institution have received any Award in the past. If so, specify and give brief account.	:	
12	No. of persons with disabilities are on Governing Body. Give their names and addresses.	:	

13	The number of disabled population served and area of work including District/State.	:	
14	Give details showing various activities done by the Institution with numerical output.	:	
15	Details of Enclosures (Please enclose photographs, copies of certificates of registrations, annual report and other relevant documents to substantiate the application.	:	

Signature of Chief Functionary of the  
Institution with seal and date

Signature of the recommending authority with date

PARTICULARS OF THE INDIVIDUALS FOR  
STATE AWARD FOR EMPOWERMENT OF PERSONS WITH DISABILITIES

1	Category of Award Applied for	:	
2	Name in English(in BLOCK Capital letters) and Odia	:	
3	Detailed Address with telephone numbers/ FAX number/ E Mail address (if any)	:	
4	Date of Birth/Age	:	
5	Sex	:	
6	If working Institution with which the individual is associated including the local and field performances and the number of persons with disabilities covered.	:	
7	How is the performance of the individual adjudged as outstanding	:	
8	Remarks including a brief life sketch of the individual.	:	
9	No. of years working for the persons with disabilities.	:	
10.	Details of her/his contribution during last ten years supported by documentary evidence.	:	
11	Whether received any awards in the past/ if so specify and furnish a brief account.	:	
12	Name of the Area/District/State in which outstanding work has been done for the welfare of persons with disabilities.	:	
13	Details of outstanding professional achievements, if any	:	
14	Details of Enclosures (Please enclose photograph of applicant, copies of certificates and testimonials if any	:	

Signature of the applicant with date

Signature of the recommending authority with date