

Government of Rajasthan
Cabinet Secretariat

No. F. 25(2)Cab/2022

Jaipur, Dated: 6/5/2022

1. Pr. Secretary to Governor, Rajasthan, Jaipur.
2. Principal Secretary to Chief Minister.
3. S.A./P.S. to All Ministers/State Ministers.
4. JS. to Chief Secretary, Rajasthan.
5. Chairman, RPSC, Ajmer/State human rights commission, Jaipur.
6. Advocate General, Rajasthan.
7. Director General of Police, Rajasthan, Jaipur./ Commissioner of Police Jaipur & Jhodhpur.
8. Chairman, Board of Revenue, Ajmer.
9. All Addl. Chief Secretaries/Principal Secretaries/Secretaries to Govt.
10. All Divisional Commissioners/District Collectors.
11. Pr. Chief Conservator of Forest, Rajasthan, Jaipur.
12. Vice Chancellors of respective Universities of Rajasthan.
13. Rajasthan Chamber of Commerce and Industries.

Sub: Padma Awards-2023

Sir,

As you are aware, the "PADMA AWARDS" namely, PADMA VIBHUSHAN, PADMA BHUSHAN & PADMA SHRI are awarded on the Republic Day every year and are conferred in recognition of distinguished services in various fields. Broadly, the following fields are covered:-

1. Art (Includes Music, Painting, Sculpture, Photography, Cinema , Theatre etc.)
2. Social work ((Includes Social Service, Charitable Service, contribution in Community projects etc.)
3. Public Affairs (Includes Law, Public Life, Politics etc.)
4. Science & Engineering (Includes Space Engineering, Nuclear Science, Information Technology, Reserch & Development in Science & its allied subjects etc.)
5. Trade and Industry (Includes Banking, Economic Activities, Management, Promotion of Tourism Business etc.)
6. Medicine (Includes medical research, distinction/specialization in Ayurveda, Homeopathy, Sidhha, Allopathy, Naturopathy etc.)
7. Literature & Education (Includes Journalism, Teaching, Book composing, Literature, Poetry, Promotion of education, promotion of literacy, Education Reforms etc.)

Contd...2....

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8. Civil Service (Includes distinction/excellence in administration etc. by Government Servants)
9. Sports (Including popular Sports, Athletics, Adventure, Mountaineering, promotion of sports, Yoga etc.)
10. Others (Fields not covered above and may include propagation of Indian Culture, Protection of Human Rights, Wild Life Protection/Conservation etc.)

It has been the a conventional practice to invite nominations for these awards for all State/UTs Governments as also from several other sources to enable broad-based consideration.

It has now been decided with the approval of competent authority in the Government of India that the nominations/recommendations for the Padma Awards will be received online only, on an electronic management system designed by MHA (address of the website: <https://padmaawards.gov.in>).

Enclosed please find a D.O. letter received from Mr. R.K. Singh, Joint Secretary, Ministry of Home Affairs, Government of India, North Block, New Delhi-110001 and enclosures thereof on the subject, which is self explanatory.

You are, therefore, requested to kindly comply with the instructions given in the said letter and send the information online to the MHA within the given period i.e. **31st August, 2022 under intimation to this Secretariat with hard & soft copy (Proposals must be recommended by Concern District Collector)**, so that the recommendation of the State Government may be sent to GOI within the prescribed period.

Encl. a.a.

Yours faithfully,



(Jitendra Kumar Upadhyay)
Secretary to Government.

Pr. Secy, GAD.

आर के सिंह
संयुक्त सचिव
R K SINGH
JOINT SECRETARY

1375

27/4

अ.शा. सं. 1/12/2022-पब्लिक

Chief Secretary



सत्यमेव जयते

मुरझा सचिव कार्यालय

राजस्थान, जयपुर

तारीख: 26-04-22

3148 गृह मंत्रालय
भारत सरकार
28/4/22 नई दिल्ली-110001
MINISTRY OF HOME AFFAIRS
GOVERNMENT OF INDIA
NORTH BLOCK, NEW DELHI-110001

अप्रैल 21, 2022

आदरणीय महोदय/महोदया,

पद्म पुरस्कार, अर्थात्, पद्म विभूषण, पद्म भूषण और पद्म श्री, देश के सर्वोच्च नागरिक पुरस्कार हैं। 1954 में स्थापित, इन पुरस्कारों की घोषणा प्रत्येक वर्ष गणतंत्र दिवस के अवसर पर की जाती है। इस पुरस्कार में "उत्कृष्ट कार्य" को मान्यता प्रदान की जाती है और इसे सभी क्षेत्रों/विषयों जैसे कला, साहित्य और शिक्षा, खेल, चिकित्सा, सामाजिक कार्य, विज्ञान और इंजीनियरी, सार्वजनिक मामलों, नागरिक सेवा, व्यापार और उद्योग आदि में विशिष्ट और असाधारण उपलब्धियों/सेवा के लिए प्रदान किया जाता है। कोई भी व्यक्ति, किसी जाति, व्यवसाय, हैसियत या लिंग के भेदभाव के बिना, इन पुरस्कारों के पात्र है।

2. इन पुरस्कारों के लिए सभी राज्यों/संघ राज्य क्षेत्र सरकारों के साथ-साथ अनेक अन्य स्रोतों से भी नामांकन आमंत्रित करने की परंपरा है ताकि इन पर व्यापक विचार-विमर्श किया जा सके।

3. पद्म पुरस्कार के लिए नामांकन/सिफारिशें केवल ऑनलाइन पोर्टल <https://awards.gov.in> पर स्वीकार की जाएंगी जिसे इसी उद्देश्य के लिए डिज़ाइन किया गया है। नामांकन/सिफारिश में अनुशंसित व्यक्ति की उससे संबंधित क्षेत्र/विषय में विशिष्ट और असाधारण उपलब्धियों का स्पष्ट रूप से उल्लेख करते हुए विवरणात्मक रूप में प्रशस्ति पत्र (अधिकतम 800 शब्द) सहित उपर्युक्त पोर्टल पर उपलब्ध प्रारूप में उल्लिखित सभी प्रासंगिक जानकारी दी जानी चाहिए। किसी व्यक्ति की ऑनलाइन सिफारिश करते समय, यह सुनिश्चित किया जाना चाहिए कि सभी आवश्यक विवरण ठीक से भरे गए हैं। ऑनलाइन सिफारिश करने की क्रमवार प्रक्रिया उपर्युक्त वेबसाइट <https://awards.gov.in> पर बताई गई है। इन पुरस्कारों से संबंधित विधान और नियमावली वेबसाइट <https://padmaawards.gov.in> पर भी उपलब्ध है।

4. अतीत में देखा गया है कि बड़ी संख्या में व्यक्तियों के संबंध में नामांकन प्राप्त होते हैं; लेकिन असाधारण योगदान के बावजूद कई प्रतिभाशाली व्यक्तियों के नाम पर विचार नहीं किया जाता है। ज्यादातर ऐसे लोगों की मुख्य रूप से इस कारण से अनदेखे रहने की संभावना रहती है कि उन्हें अपने सार्वजनिक जीवन में प्रचार या प्रमुखता की आकांक्षा नहीं रहती है। इसलिए, अनुरोध है कि ऐसे व्यक्तियों की पहचान करने के पूरे प्रयास किए जाएं जिनका उत्कृष्ट प्रदर्शन और उपलब्धियां सम्मान योग्य हैं, और उनका उपयुक्त नामांकन किया जाए। यह उल्लेख करना आवश्यक है कि ऐसे योग्य व्यक्तियों के सम्मान से इन पुरस्कारों की प्रतिष्ठा में वृद्धि होगी।

5. उपर्युक्त पृष्ठभूमि में, मैं अनुरोध करता हूँ कि कृपया गणतंत्र दिवस, 2023 के अवसर पर घोषित किए जाने वाले पद्म पुरस्कार के लिए उपयुक्त नामांकन प्रेषित करें। इस संबंध में, यह सुझाव दिया जाता है कि आप पहचान, विचार और अपनी संस्तुति/नामांकन को अंतिम रूप देने के लिए एक विशेष जांच समिति का गठन कर सकते हैं। सिफारिशों को अंतिम रूप देते समय, निम्नलिखित बातों को ध्यान में रखा जाना चाहिए:-

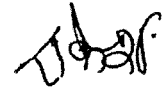
- जिन व्यक्तियों की सिफारिश की गई है, उनकी जीवनभर की उपलब्धि को देखते हुए, वे इस पुरस्कार के सर्वथा योग्य हों। चयन के लिए मानदंड अनिवार्य रूप से 'अत्यंत उत्कृष्ट' होना चाहिए और इन पुरस्कारों के लिए व्यक्तियों की सिफारिश करते समय उच्चतम मानदंडों के आधार को अपनाना चाहिए। पुरस्कार के लिए अनुशंसित व्यक्ति की उपलब्धियों में सार्वजनिक सेवा एक बांछनीय घटक होगा।

- (ii) चूंकि पद्म पुरस्कार देश का दूसरा सर्वोच्च नागरिक पुरस्कार है, इसलिए यह भी विचारकिया जाना चाहिए कि क्या अनुशंसित व्यक्ति को इससे पहले उनके संबंधित क्षेत्र में किसी राष्ट्रीय पुरस्कार या राज्य पुरस्कार से सम्मानित किया गया है अथवा नहीं।
- (iii) इन पुरस्कारों के लिए महिलाओं, समाज के कमजोर वर्गों, जैसे अनुसूचित जातियों और जनजातियों, दिव्यांग व्यक्तियों, आदि में से ऐसे प्रतिभाशाली व्यक्तियों की पहचान करने के प्रयास किए जाएं जो पुरस्कार के लिए विचार किए जाने के हकदार हैं।
- (iv) यह पुरस्कार आमतौर पर मरणोपरांत नहीं दिया जाता है। तथापि, अत्यंत पात्र मामलों में, सरकार मरणोपरांत पुरस्कार देने पर विचार कर सकती है, यदि सम्मानित किए जाने वाले व्यक्ति का निधन हाल ही के उस गणतंत्र दिवस से पहले एक वर्ष की अवधि के भीतर हुआ हो, जिस पर पुरस्कार की घोषणा किए जाने का प्रस्ताव है।
- (v) उच्चतर श्रेणी के पद्म पुरस्कार के लिए उस व्यक्ति के बारे में भी विचार किया जा सकता है जिन्हें यह पुरस्कार पहले प्रदान किया गया हो, बशर्ते इस बीच कम से कम पांच साल की अवधि बीत गई हो। हालांकि, असाधारण रूप से पात्र मामलों में छूट देने पर भी विचार किया जा सकता है।
- (vi) डॉक्टरों और वैज्ञानिकों को छोड़कर, सार्वजनिक क्षेत्र उपक्रमों में काम करने वाले व्यक्तियों सहित सरकारी सेवक, पद्म पुरस्कार के लिए पात्र नहीं हैं।

6. पद्म पुरस्कार के लिए ऑनलाइन नामांकन/सिफारिश का कार्य **1 मई, 2022** से शुरू होगा और नामांकन की अंतिम तिथि **15 सितम्बर, 2022** है। अंतिम तिथि का सख्ती से पालन किया जाए क्योंकि 1 मई, 2022 से 15 सितम्बर, 2022 के बीच प्राप्त नामांकनों पर ही विचार किया जाएगा। यह भी ध्यान रखा जाना चाहिए कि केवल ऑनलाइन प्राप्त नामांकन/सिफारिशों पर ही विचार किया जाएगा।

सादर,

भवदीय,



(आर. के. सिंह)

सेवा में,

सभी राज्यों/संघ राज्य क्षेत्रों की सरकार के मुख्य सचिव/प्रशासक

Pr. Secy, GAD.

आर के सिंह
संयुक्त सचिव
R K SINGH
JOINT SECRETARY

(Usha Sharma)
27/4/22



गृह मंत्रालय
भारत सरकार
नॉर्थ ब्लॉक, नई दिल्ली-110001
MINISTRY OF HOME AFFAIRS
GOVERNMENT OF INDIA
NORTH BLOCK, NEW DELHI-110001

1675
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D.O. No. 1/12/2022-Public

मूख्य सचिव कार्यालय

April 21st, 2022

राजस्थान, जयपुर

Respected Sir/Madam,

गति संख्या

944430/CSO/22
26-04-22

The Padma Awards, namely, Padma Vibhushan, Padma Bhushan and Padma Shri, are amongst the highest civilian awards of the country. Instituted in 1954, these Awards are announced on the occasion of the Republic Day every year. The award seeks to recognize 'work of distinction' and is given for distinguished and exceptional achievements/service in all fields/disciplines, such as, Art, Literature and Education, Sports, Medicine, Social Work, Science and Engineering, Public Affairs, Civil Service, Trade and Industry etc. All persons without distinction of race, occupation, position or sex are eligible for these Awards.

2. It is the convention to invite nominations for these Awards from all States/ UT Governments as also from several other sources to enable broad-based consideration.

3. The nominations/recommendations for the Padma Awards will be received only on the online portal <https://awards.gov.in> designed for this purpose. The nominations / recommendations should contain all relevant details specified in the format available on the above portal, including a citation in narrative form (maximum 800 words), clearly bringing out the distinguished and exceptional achievements/service of the person recommended in his/her respective field/discipline. While recommending a person online, it should be ensured that all the necessary details are properly filled. The steps to be taken for making online recommendations are available on above said website <https://awards.gov.in>. A copy of the statutes and rules governing these Awards is also available on the website: <https://padmaawards.gov.in>.

4. It has been observed in the past that while nominations are received in respect of a large number of persons; there could, however, be several talented persons who are left out of consideration despite exceptional contribution in their field. Often many such persons may get overlooked primarily for the reason that they may not seek publicity or attention in the public domain. It is, therefore, requested to make concerted efforts in identifying such persons whose excellence and achievements deserve to be recognized and make suitable nominations in their favour. It goes without saying that recognition of such deserving persons will only add to the prestige of these Awards.

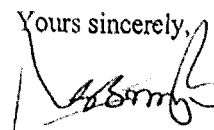
5. In the above background, I request you to kindly send suitable nominations for the Padma Awards to be announced on the occasion of Republic Day, 2023. In this regard, it is suggested that you may constitute a Special Search Committee for identifying,

considering and finalizing your recommendations/nominations. While finalizing recommendations, the following points may be kept in view:-

- (i) Persons recommended are pre-eminently worthy of the Awards, looking at their life-time achievements. The criteria for selection should invariably be 'excellence plus' and the highest standards should be applied while recommending persons for these awards. The existence of an element of public service in the achievements of the person recommended for the award would be a desirable factor.
- (ii) As the Padma Award is the second highest civilian award of the country, it should also be considered whether the recommended person has earlier been given any National award or a State award in his/her respective field.
- (iii) Efforts may be made to identify talented persons from amongst women, weaker sections of the society, SCs & STs, divyang persons, etc., who deserve to be considered for the award.
- (iv) The decoration is normally not conferred posthumously. However, in highly deserving cases, Government could consider giving an award posthumously if the demise of the person proposed to be honoured has been recent, say within a period of one year preceding the Republic Day on which it is proposed to announce the award.
- (v) A higher category of Padma Award can be considered in respect of a person who has earlier been conferred an award, provided a period of at least five years has elapsed. However, in exceptionally deserving cases, a relaxation can also be considered.
- (vi) Government servants including those working with PSUs, except Doctors and Scientists, are not eligible for Padma Awards.

6. The online nominations / recommendations for the Padma Awards will begin from May 1st, 2022 and the last date for nominations is September 15th, 2022. The cut-off date may please be strictly adhered to as nominations / recommendations received only during 1st May, 2022 to 15th September, 2022 will be considered. **It may also be noted that the nominations/recommendations received through online mode only will be considered.**

With regards,

Yours sincerely,

(R. K. Singh)

To,
Ms. Usha Sharma,
Chief Secretary,
Government of Rajasthan,
Jaipur

No. 2-Prs/55—The President is pleased to make the following revised regulations for the award of the decoration PADMA VIBHUSHAN in supersession of those published in Notification No. 2-Prs/54, dated the 2nd January, 1954:—

1. The decoration shall be conferred by the President by a Sanad under his hand and seal.

2. The decoration shall be mainly circular in design, with a geometrical pattern superimposed on the circle (as in the representative drawing in the annexure). The diameter of the circular portion of the decoration shall be one and three-fourth inches and the thickness of the decoration shall be one-eighth of an inch. The geometrical pattern shall be composed of the outer lines of a square of one and three-sixteenths inches side, centrally placed on each side of which shall be a rectangle projecting beyond the rim thereby breaking the circumference of the circular design of the decoration. A knob shall be embossed within each of the outer angles of the geometrical pattern. There shall be a raised circular space of diameter one and one-sixteenth inches forming the centre-piece of the decoration. On the obverse a lotus flower shall be embossed in this circular space. The name of the decoration shall be embossed in Hindi, with the word PADMA placed above and the word VIBHUSHAN placed below the lotus flower. On the reverse shall be embossed the State Emblem and motto in Hindi below it. The decoration shall be of toned bronze. The inscription PADMA VIBHUSHAN on the obverse of the decoration, the geometrical pattern on either side and the border around the periphery, shall be of burnished bronze. All embossing on either side of the decoration shall be of white gold.

3. A sealed pattern of the decoration (manufactured according to the specifications described above and the drawing in the annexure to these regulations) shall be deposited and kept.

4. The decoration shall be worn by men on the left breast, suspended from a plain lotus pink band one and a quarter inches in width; and by women on the left shoulder, suspended from a ribbon of the same colour and width fashioned into a bow.

5. The decoration shall be awarded for exceptional and distinguished service in any field including service rendered by Government servants.

6. Any person without distinction of race, occupation, position or sex shall be eligible for the award.

7. The decoration may be awarded posthumously.

8. The names of the persons, upon whom the decoration is conferred, shall be published in the Gazette of India and a register of all such recipients shall be maintained under the direction of the President.

9. The miniature of the decoration which may be worn on certain occasions by recipients shall be half the size of the PADMA VIBHUSHAN, and a sealed pattern of the said miniature shall be deposited and kept.

10. The President may cancel and annul the award of the decoration to any person and thereupon his name shall be erased from the Register and he shall be required to surrender the decoration and the Sanad. But it shall be competent for the President to restore the decoration and Sanad and to withdraw the orders of cancellation and annulment. The notice of cancellation or restoration in every case shall be published in the Gazette of India.

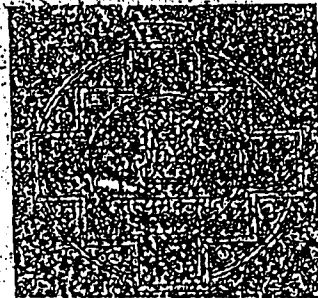
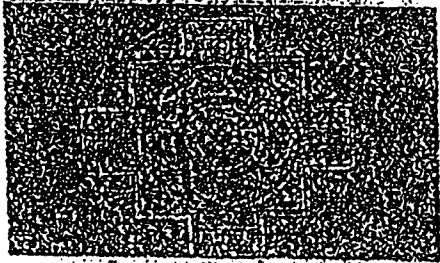
11. All persons upon whom the decoration of PADMA VIBHUSHAN (PAHELA VARG) was conferred under the Regulations issued with Notification No. 2-Prs/54, dated the 2nd January, 1954, shall, for all purposes of these regulations, be deemed to persons on whom the decoration of PADMA VIBHUSHAN has been conferred by the President.

Obverse

ANNEXURE

Reverse

PADMA VIBHUSHAN



Nb. 3-Pres/55—The President is pleased to make the following revised regulations for the award of the decoration PADMA BHUSHAN in supersession of those published in Notification No. 2-Pres/54, dated the 2nd January, 1954:—

1. The decoration shall be conferred by the President by a Sanad under his hand and seal.

2. The decoration shall be mainly circular in design, with a geometrical pattern superimposed on the circle (as in the representative drawing in the annexure). The diameter of the circular portion of the decoration shall be one and three-fourth inches and the thickness of the decoration shall be one-eighth of an inch. The geometrical pattern shall be composed of the outer lines of a square of one and three-sixteenths inches side, centrally placed on each side of which shall be a rectangle projecting beyond the rim thereby breaking the circumference of the circular design of the decoration. A knob shall be embossed within each of the outer angles of the geometrical pattern. There shall be a raised circular space of diameter one and one-sixteenth inches forming the centre-piece of the decoration. On the obverse a lotus flower shall be embossed in this circular space. The name of the decoration shall be embossed in Hindi, with the word PADMA placed above and the word BHUSHAN placed below the lotus flower. On the reverse shall be embossed the State Emblem and motto in Hindi below it. The decoration shall be of toned bronze. The inscription PADMA BHUSHAN, on the obverse of the decoration, the geometrical pattern on either side and the border around the periphery, shall be of burnished bronze. All embossing on either side of the decoration shall be of standard gold.

3. A sealed pattern of the decoration (manufactured according to the specifications described above and the drawing in the annexure to these regulations) shall be deposited and kept.

4. The decoration shall be worn by men on the left breast, suspended from a plain lotus pink ribbon one and a quarter inches in width, with a broad white stripe in the middle; and by women on the left shoulder, suspended from a ribbon of the same colour and width, fashioned into a bow.

5. The decoration shall be awarded for distinguished service of a high order in any field including service rendered by Government servants.

6. Any person without distinction of race, occupation, position or sex shall be eligible for the award.

7. The decoration may be awarded posthumously.

8. The names of the persons, upon whom the decoration is conferred, shall be published in the Gazette of India and a register of all such recipients of the award shall be maintained under the direction of the President.

9. The miniature of the decoration which may be worn on certain occasions by recipients shall be half the size of the PADMA BHUSHAN, and a sealed pattern of the said miniature shall be deposited and kept.

10. The President may cancel and annul the award of the decoration to any person and thereupon his name shall be erased from the Register and he shall be required to surrender the decoration and the Sanad. But it shall be competent for the President to restore the decoration and Sanad and to withdraw the orders of cancellation and annulment. The notice of cancellation or restoration in every case shall be published in the Gazette of India.

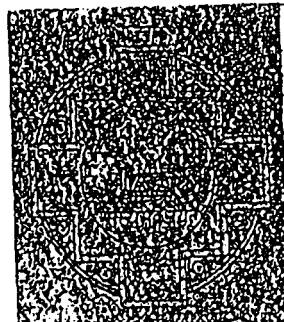
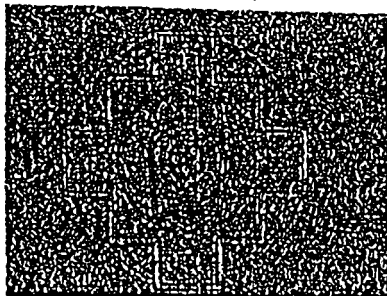
11. All persons upon whom the decoration of PADMA VIBHUSHAN (DUSRA VARG) was conferred under the Regulations issued with Notification No. 2-Pres/54, dated the 2nd January, 1954, shall, for all purposes of these regulations, be deemed to persons on whom the decoration of PADMA BHUSHAN has been conferred by the President.

ANNEXURE

Obverse

Reverse

PADMA BHUSHAN



No. 4-Pres/55—The President is pleased to make the following revised regulations for the award of the decoration PADMA SHRI in supersession of those published in Notification No. 2-Pres/54, dated the 2nd January, 1954:—

1. The decoration shall be conferred by the President by a Sanad under his hand and seal.

2. The decoration shall be mainly circular in design, with a geometrical pattern superimposed on the circle (as in the representative drawing in the annexure). The diameter of the circular portion of the decoration shall be one and three-fourth inches and the thickness of the decoration shall be one-eighth of an inch. The geometrical pattern shall be composed of the outer lines of a square of one and three-sixteenths inches side, centrally placed on each side of which shall be a rectangle projecting beyond the rim thereby breaking the circumference of the circular design of the decoration. A knot shall be embossed within each of the outer angles of the geometrical pattern towards the rim. There shall be a raised circular space of diameter one and one-sixteenth inches forming the centre-piece of the decoration. On the obverse a lotus flower shall be embossed in this circular space. The name of the decoration shall be embossed in Hindi with the word PADMA placed above and the word SHRI placed below the lotus flower. On the reverse shall be embossed the State Emblem and motto in Hindi below it. The decoration shall be of toned bronze. The inscription PADMA SHRI on the obverse of the decoration, the geometrical pattern on either side and the border around the periphery, shall be of burnished bronze. All embossing on either side of the decoration shall be of stainless steel.

3. A sealed pattern of the decoration (manufactured according to the specifications described above and the drawing in the annexure to these regulations) shall be deposited and kept.

4. The decoration shall be worn by men on the left breast, suspended from a lotus pink riband one and a quarter inches in width with two narrow white stripes each a quarter inch distant from the edges of the riband; and by women on the left shoulder, suspended from a riband of the same colour and width fastened into a bow.

5. The decoration shall be awarded for distinguished service in any field including service rendered by Government servants.

6. Any person without distinction of race, occupation, position or sex shall be eligible for the award.

7. The decoration may be awarded posthumously.

8. The names of the persons, upon whom the decoration is conferred, shall be published in the Gazette of India and a register of all such recipients shall be maintained under the direction of the President.

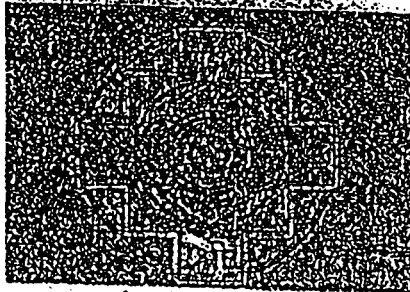
9. The miniature of the decoration which may be worn on certain occasions by recipients shall be half the size of the PADMA SHRI and a sealed pattern of the said miniature shall be deposited and kept.

10. The President may cancel and annul the award of the decoration to any person and thereupon his name shall be erased from the Register and he shall be required to surrender the decoration and the Sanad. But it shall be competent for the President to restore the decoration and Sanad and to withdraw the orders of cancellation and annulment. The notice of cancellation or restoration in every case shall be published in the Gazette of India.

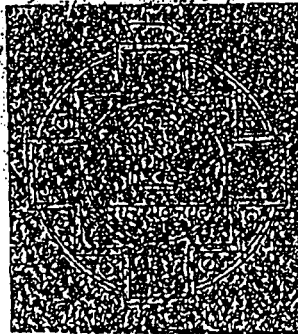
11. All persons upon whom the decoration of PADMA VIBHUSHAN (TISRA VARG) was conferred, under the Regulations issued with Notification No. 2-Pres/54, dated the 2nd January, 1954, shall, for all purposes of these regulations, be deemed to persons on whom the decoration of PADMA SHRI has been conferred by the President.

ANNEXURE
PADMA SHRI

Obverse



Reverse



8



Nomination Process for Padma Awards

(How to Apply for Padma Awards)

All nominations to be submitted online on: padmaawards.gov.in

Nomination by Individuals:

1. Go to the Login/Register button on Home Screen or on the top right corner of the screen.
2. Click By Individual radio button and select user sub-type (e.g. Governor, Citizen etc)
3. Fill your First and Last Name.

Individuals already registered on National Award portal:

- A. Click on already registered? Click here to login.
- B. Select if you would like to Login with Password or OTP
- C. For Login using Password - Fill up your login ID, Password and Captcha. Click Submit.
For Login using OTP - Enter your Mobile No., Click on Get OTP. Then Enter the received OTP and Captcha. Click Submit.
- D. Click on New Nomination to initiate nomination process
 - a. Go to New Nominations button and select Padma awards followed by Category for which you would like to nominate - Padma Vibhushan, Padma Bhushan or Padma Shri.
 - b. Select field type from the given list (Arts, Science & Engineering, Sports, Social Work, etc)
 - c. Fill up 1. Personal Basic Details as part of the form. Click on Save & Next.
 - d. Fill up 2. Citation, Work done, Number of years, Impact and Click on Save & Next.
 - e. Fill up 3. Previous received Award details, Upload Photo (size less than 50 mb in jpg format) and Document part of the form (size less than 5 mb and in pdf format). Click on Save As Draft.
 - f. On completion of nomination form, click on Final submit. Before Final Submit, Check if all the information is correct as you won't be able to make changes to the nomination form upon Final Submit.
 - g. Confirmation regarding nomination will be shared through Email or SMS on your registered Email Id and Mobile No.

Register Using Aadhaar

1. Click on Register Aadhaar card radio button.
2. Enter Virtual Aadhaar ID and your linked Mobile No.
3. Enter Email ID and any other details.
4. Set a new password & Enter Captcha
5. Click on Submit.
6. Enter the OTP received on your provided Mobile No. to complete verification.
7. Remember the Login Credentials for future Login.
8. Log In to the nomination screen using login credential and follow the steps listed on C. above

Registration without Aadhaar

1. If you don't have an Aadhaar card, Click on Register without Aadhaar card radio button
2. Enter Mobile Number, Email ID, any other details.
3. Set a new password & Enter Captcha
4. Click on Submit.
5. Enter the OTP received on your provided Mobile No. to complete verification.
6. Remember the Login Credentials for future Login.
7. Log In to the nomination screen using login credential and follow the steps listed on C. above.

Nomination by Organization:

Organization already registered on National Award portal:

1. Click on already registered? Click here to login.
2. Select if you would like to Login with Password or OTP
3. For Login using Password - Fill up your login ID, Password and Captcha. Click Submit.
For Login using OTP - Enter your Mobile No., Click on Get OTP. Then Enter the received OTP and Captcha. Click Submit.

For New Registration of Organization:

1. Select the Organisation type followed by the Name of Organization, Name of the Concerned person, Country, State and Email ID.
2. Select Register using Aadhaar or Register without Aadhaar.
3. After Registration, you can proceed to Nomination process.
4. After filling all required details, save the form as draft.
5. Before Final Submit, Check if all the information is correct as you won't be able to make changes to the nomination form upon Final Submit.
6. Confirmation regarding nomination will be shared through Email or SMS on your registered Email Id and Mobile No.

Illustrative list of fields

1. Art (includes Music, Painting, Sculpture, Photography, Cinema, Theatre etc.)
2. Social work (includes social service, charitable service, contribution in Community Projects etc.)
3. Public Affairs (includes Law, Public Life, Politics etc.)
4. Science & Engineering (includes Space Engineering, Nuclear Science, Information Technology, Research & Development in Science & its allied subjects etc.)
5. Trade & Industry (includes Banking, Economic Activities, Management, Promotion of Tourism, Business etc.)
6. Medicine (includes medical research, distinction/ specialization in Ayurveda, Homeopathy, Siddha, Allopathy, Naturopathy etc.)
7. Literature & Education (includes Journalism, Teaching, Book composing, Literature, Poetry, promotion of education, promotion of literacy, Education Reforms etc.)
8. Civil Service (includes distinction/ excellence in administration etc. By Government Servants)
9. Sports (including popular Sports, Athletics, Adventure, Mountaineering, promotion of sports, Yoga etc.)
10. Others (fields not covered above and may include propagation of Indian Culture, protection of Human Rights, Wild Life protection/ conservation etc.)

Details required in the citation

The citation should be in the form of a write up in narrative form (maximum 800 words). It is desirable that the citation should include the details of the distinctions, life time achievements in the field, works published in the indexed/ reputed journals in the concerned field. The work done for the welfare of society, social service work may also be highlighted in the citation. Kindly also give details of National/ State level awards conferred, if any or any other significant/ important fact.