

No. 5-07/2010-WL/G-II
Government of India
Ministry of Communications & I.T.
Department of Telecommunications
Sanchar Bhavan, 20, Ashoka Road, New Delhi-110001
(WL/G-II Section)

Dated: 7th September 2010

Subject: Grant of Book Award to outstanding school going children of the employees of DoT for the year 2010-11.

Applications are invited from employees of DoT for Book Award to outstanding school going children on the basis of marks secured in the annual examination for the year 2010-2011. The details of the Book Award are as given below:

S.NO.	Class	Rate of Book Award
1.	Students of Class II to V on the basis of marks secured in Class I to IV annual exams.	Rs. 1,000/- per annum
2.	Students of Class VI to VIII on the basis of marks secured in Class V to VII annual exams.	Rs. 1,500/- per annum
3.	Students of Class IX to XII on the basis of marks secured in Class VIII to XI annual exams.	Rs. 2,000/- per annum


2. To become eligible for the award, the children should have secured at least 75% of marks in the respective annual examination of Class I to XI in a Government Recognized school. The minimum prescribed percentage is relaxable by 10% in case of children belonging to SC/ST/OBC categories and Gr-'D' employees and 15% for girl students. However both the relaxations cannot be combined i.e. the relaxation in minimum prescribed marks for a girl student belonging to SC/ST/OBC category would be limited to 15% only.

3. Employees drawing Grade pay upto Rs. 8,900/- per month as on 01/04/2010 are eligible to apply for Book Award for maximum of two children.

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4. Employees claiming relaxation under reserved categories i.e. SC/ST/OBC should submit their application with copies of certificate from concerned cadre controlling authority or caste certificate issued by competent authority.

5. Application in the prescribed proforma (specimen copy enclosed) along with attested copy of the mark-sheet or report card may be sent to the undersigned by 28/10/2010 positively. The applications, which are incomplete in any respect or received after the last date, will not be entertained. Forms are also available at www.dot.gov.in under HRD Head.


(S.E. Rizwi)
Welfare Officer &
Under Secretary (T)
Tel.No. 2303-6300

Copy to:

1. All Sections of DoT.
2. All Telecom Engineering Centre. All the applications should be sent in one lot.
3. All DoT cells in Telecom Circles.
4. Dir.(WM), E-Wing, 3rd Floor, Madangir Road, Pushap Bhavan, New Delhi-110062.
5. Notice Boards of Sanchar Bhavan/Dak Bhavan.

**APPLICATION PROFORMA FOR GRANT OF BOOK AWARD TO
OUTSTANDING SCHOOL GOING CHILDREN**

A. DETAILS OF APPLICANT(EMPLOYEE)

1. Name: Sh./Smt. :
2. Designation :
3. Official Address with
Section & Ph.No. :

4. Residential address: :

5. Whether belongs to SC/ST/OBC category :
(copies of certificate from cadre controlling authority
or caste certificate issued by competent authority
to be attach)
6. Basic Pay as on 1st April 2010 :
7. Basic pay of the spouse and
Official address :
(if spouse is employed)
8. Whether the ward is entitled to any relaxation :
(in marks and if so the details thereof)

B. DETAILS OF STUDENTS:

1. Name :
2. Relationship :
3. Date of Birth :
4. Class in which student is studying :
5. Name of School :

6. Marks obtained in the previous class :
On the basis of which applied for
Grant of award (please attach attested
Copy of Marksheet/report card)

I declare that

The particulars given above are true and complete to the best of my
knowledge and belief.

Signature of the applicant:.....

Name:.....

Designation:.....

Section:..... Tel. No.....

Certified that the entries under 'B' are correct and the school is recognized by
.....

**Signature of the Head of school
With rubber stamp**

**Cast Verification Certificate from Cadre Controlling Authority for the
employees claiming relaxation under reserved categories**

Certified that the Sh/Smt. _____
Designation _____ belongs to _____ category as per office records.

Signature of the concerned Admn./Staff Br.

Name: _____

Designation: _____