



भारत सरकार /Government of India

कार्मिक लोक शिकायत और पेंशन संत्रालय/ Ministry Of Personnel, Public Grievances and Pensions
पेंशन और पेंशनभोगी कल्याण विभाग/Department of Pension and Pensioners' Welfare

NATIONAL ANUBHAV AWARDS SCHEME, 2025

On the directions of the Hon'ble Prime Minister of India, Department of Pension & Pensioners' Welfare had launched an online platform entitled 'Anubhav' in March 2015 for sharing the experiences of retiring/retired government employees while working with the Government. It is a scheme for retiring/retired employees to showcase their significant achievements made during service period. It is envisaged that over a period of time, this will create a wealth of institutional memory with replicable ideas and suggestions. This will prove an invaluable tool for helping in future governance related issues, since a treasure trove of experiences shall be left behind by the retiring generations of government employees and officers.

2. Thereafter, an Annual Awards Scheme to incentivize and encourage retiring/retired employees to submit their experiences through write ups was introduced in 2015. Till date, 59 Anubhav Awards and 19 Jury Certificates have been conferred. Further, to encourage and inspire the retirees, DOPPW conducts Anubhav Awardees' Speak - a webinar series every month. Hitherto, 16 webinars have been held in which 19 Awardees have presented their experiences.

3. NATIONAL ANUBHAV AWARDS SCHEME, 2025

3.1 For the year 2025, the scheme aims to recognize the contribution of eligible Government employees in the following categories:

- i. Accounts,
- ii. Admin work,
- iii. Good Governance,
- iv. Government process re-engineering,
- v. Information Technology,
- vi. Research,
- vii. Simplification of procedures,
- viii. Learning from Failures,
- ix. Public Dealing,

- x. Contribution to his/her field work,
- xi. Development of personal traits while in service,
- xii. Disclosure of experience for the knowledge of others,
- xiii. Instances of great strength/valor/bravery,
- xiv. Constructive feedback or suggestion to improve the line of work, he/she was part of,
- xv. Any other category decided by the Committee.

3.2 It has been proposed to confer Anubhav Awards to 5 (five) best write ups in 2025. Also, 10 (ten) Jury certificates may be presented to other outstanding write ups to promote wider publicity and participation in National Anubhav Awards Scheme, 2025. Assessment of the write ups would be structured on premises as stated at para 6 of the Scheme.

3.3 The Anubhav Awards and Jury Certificates shall be conferred by Hon'ble MOS (PP) at a National Level event.

4. ELIGIBILITY:

The employees of Central Government and Central Public Sector Undertakings (CPSUs) including Public Sector Banks who are going to retire in next 8 months or who have retired within 3 years are the 'eligible employees' for the submission of Anubhav write ups. All the Anubhav write ups published on the Anubhav Portal between the period 1st April, 2024 and 31st March, 2025 will be considered for the Anubhav Awards/Jury Certificates, 2025.

5. ROLE AND RESPONSIBILITIES OF THE MINISTRY/DEPARTMENT/ORGANISATION

5.1 Initiatives should be taken to sensitize the retiring or retired employees for submitting their write ups through SMSs and emails. FAQs, Steps to fill in the Anubhav write up, selected write ups for guidance, Short film on Anubhav Awardees and Citation booklets have been put up on the Anubhav Portal. Adequate publicity may be done among the eligible employees.

5.2 The HOOs and HODs should act upon the write ups reflected under the head- 'Write ups yet to be Published' on the Anubhav Portal on regular basis.

5.3 The HOOs and HODs may refer the FAQs put up under the Head- 'Organisation' on the Portal.

6. PROCESS OF SHORTLISTING THE ANUBHAV AWARDS AND JURY CERTIFICATES

Step 1- The eligible employees will visit the Anubhav Portal which is having URL: <https://pensionersportal.gov.in/Anubhav/>. Thereafter, basic details along with the write ups, not in more than 5,000 words and appropriate attachments, wherever required, shall be submitted by the retiring/retired government employees on the Portal. At this stage, the

write ups will be visible under the category of 'Write ups yet to be Published' on the Anubhav Portal.

Step 2- The write ups, so submitted, shall be assessed and approved by concerned Ministry/Department/Organization. After approval, the write ups shall be visible under the category of 'Write ups Published' on the Anubhav Portal.

Step 3- Selection process: The published write ups will be divided into three categories and the same would be examined for 05 Anubhav Awards and 10 Jury Certificates. The category wise division of the Anubhav Awards and Jury Certificates is as under:

S.no.	Pay scale	Anubhav Awards	Jury Certificate
1	1-6	1	4
2	7-12	2	4
3	13-17	2	2

Thereafter, the write ups will be subjected to 2- tier examination.

Tier-I: Screening of the published write ups shall be done by the Screening Committee(s) in the Department of Pension & Pensioners' Welfare. In this process, the write ups will be examined on following criteria:

Pay scale 1-6:

S.no	Criteria	Maximum marks
1	Content	10
2	Exceptional work	20
3	Medal/Certificate etc.	10
Total marks		40

Pay scale 7-12:

S.no	Criteria	Maximum marks
1	Content	05
2	Writing Skills	10
3	Innovation or Out of box thinking	15
4	Medal/Certificate etc.	10
Total marks		40

Pay scale 13 and above:

S.no	Criteria	Maximum marks
1	Content	05
2	Writing Skills	10
3	Innovation or Out of box thinking	15
4	Medal/Certificate etc.	05
5	Display of leadership quality	05
Total marks		40

Tier-II: Next round of shortlisting for the 5 Anubhav Awards and 10 Jury Certificates shall be done by an Evaluation Committee (EC), chaired by the Joint/Additional Secretary (Pension). The Composition of Evaluation Committee (EC) is as below:

Joint/Additional Secretary(P), DOPPW	Chairman
Director/ Deputy Secretary (PP), DOPPW	Member Secretary
Director/ Deputy Secretary (PW), DOPPW	Member
Director/ Deputy Secretary, DOPPW	Member
Director/ Deputy Secretary, DOPPW	Member
Director/ DS level officer nominated by DOPT	Member
Director/ DS level officer nominated by DARPG	Member

Step 4- Evaluation Committee will finalize name of awardees after obtaining 'No Objection Certificates' (NOCs) from concerned Ministry/ Department/ Organization and IB.

Step 5- Recommendations of the Evaluation Committee, after approval of Secretary (Pension) and necessary clearances, shall be put up to the Hon'ble MOS (PP) for approval.

7. DETAILS OF AWARD AND OTHER ENTITLEMENTS

7.1 Each Anubhav Awardee will be felicitated with a Medal, a Certificate and a Prize of Rs. 10,000/- (remitted through digital transfer to Awardee's account) whereas a Jury Certificate Winner will be presented with a Medal and a Certificate.

7.2 Travelling allowance: TA to the Anubhav Awardee/Jury Certificate Winner (as per last entitlement) and one accompanying person, travelling for Award ceremony to New Delhi and back, will be reimbursed by DOPPW as per existing TA/DA Rules.

7.3 Accommodation in New Delhi: Concerned Ministry/ Department/ Organization will arrange accommodation for Anubhav awardee/Jury Certificate Winner and accompanying persons (if any).

8. With respect to the National Anubhav Awards Scheme, the decision of the Department of Pension & Pensioners' Welfare, Ministry of Personnel, Public Grievances and Pensions, Government of India would be final.

Telefax: 011-25729871
Telephone: 011-2573314

Email ID: coord.hrm2-dghrd@gov.in



भारत सरकार / Government of India
वित्त मंत्रालय / Ministry of Finance
राजस्व विभाग / Department of Revenue
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड / Central Board of Indirect Taxes & Customs
मानव संसाधन विकास महानिदेशालय / Directorate General of Human Resource Development
409/8, दीप शिखा, राजेंद्र प्लेस, नई दिल्ली - 110008 / 409/8, Deep Shikha, Rajendra Place, New Delhi - 110008

दिनांक/Dated: 24.01.25

सेवा मे/To,

The Pr. Chief Commissioner/Chief Commissioners (All CGST Zones)
The Pr. Chief Commissioner/Chief Commissioners (All Customs Zones)
The Pr. Directors General/Directors General (All Directorates)
The Pr. Commissioner/Commissioner (DoL/DLA/CBN/CCF)

Madam/Sir,

Subject : Submission of write-ups on Anubhav Portal of DoP&PW-reg.

I am directed to inform that Anubhav Awards Scheme, 2025, has been notified as per the vision of Hon'ble Prime Minister. Under this scheme, writes-ups published from **01.04.2024 upto 31.03.2025 by the employees, from 8 months prior to retirement up to 3 years after retirement**, would be considered for Anubhav Awards, 2025. This is an effective platform to upload and record the rich experience and best practices inculcated by the employees in the varied areas of working in a department.

2. The Secretary, DoP&PW in his DO No. 4/1/2016/-P&PW(Coord)PT.I/E-4281 dated 16.01.2025(copy enclosed) addressed to Chairman, CBIC, has requested to encourage the eligible employees of CBIC, particularly those in the higher scales of pay, to submit their Anubhav write-ups on the portal in a timely manner.

3. The write-ups can be submitted under "Employee Anubhav" in Anubhav Portal [URL: <https://pensionersportal.gov.in/Anubhav/>] as detailed in the para 6 of the Anubhav Award Scheme, 2025(copy enclosed)

4. It is therefore requested that the eligible officers of your jurisdiction may be encouraged to submit Anubhav write-ups on the portal at the earliest in order to be considered for National Anubhav Awards, 2025.

Yours faithfully,

Encl: As above.

(Pallabika Dutta)
Additional Director (HRM-II)

Signed by Pallabika Dutta
Date: 24-01-2025 19:36:28

बी. श्रीनिवास, आई.ए.एस.

V. Srinivas, IAS

सचिव

SECRETARY



सत्यमेव जयते



आज़ादी का
अमृत महोत्सव

भारत सरकार
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
पेंशन एवं पेंशनभोगी कल्याण विभाग
लोकनायक भवन, खान मार्केट
नई दिल्ली-110003
GOVERNMENT OF INDIA
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS
DEPARTMENT OF PENSION AND PENSIONERS' WELFARE
LOK NAYAK BHAWAN, KHAN MARKET
NEW DELHI-110003

D.O.No.4/1/2016-P&PW(Coord)PT.I/E-4281

16th January, 2025

Dear Shri Sanjay Agarwal ji,

You would be aware that, based on the success of previous years and as per the vision of Hon'ble PM, Anubhav Awards Scheme, 2025 has been notified and the write-ups published from 01.04.2024 up to 31.03.2025 by the employees, from 8 months prior to retirement up to 3 year after retirement, would be considered for Anubhav Awards, 2025. It is pertinent to mention here that the rich experience and best practices inculcated in the areas of working under your Ministries need documentation. The National Anubhav award Scheme provides the effective platform for this.

In this context, the Anubhav portal [URL: <https://pensionersportal.gov.in/Anubhav/>] was launched in March 2015 for retiring/retired government officials to upload a record of their rich and varied experiences while serving the nation in various capacities. Till date, 99 organizations have registered and more than 11,000 write ups have been published on Anubhav Portal. Out of these write-ups, 78 outstanding write ups have been conferred with the prestigious 59 National Anubhav Awards and 19 Jury Certificates. I must put on record that these national level awardees find themselves extremely motivated and reassured.

I would request you to kindly direct the concerned officers to undertake a concerted push to clear the pending write-ups as reflected under the head- 'Write-ups yet to be Published' on the portal. I would also urge your indulgence to encourage all other eligible employees, particularly those in the higher scales of pay, in your Ministry/Department to submit their Anubhav write-ups on the portal in a timely manner in order to be considered for National Anubhav Awards, 2025.

Encl: As above

With best regards,

Yours sincerely,

(V. Srinivas)

Shri Sanjay Kumar Agarwal
Chairman, CBIC
North Block, New Delhi