By Fax

1/11

GOVERNMENT OF KERALA

Personnel & Administrative Reforms (AR-13) Department

No.AR13-1/3/2025-P&ARD   30-01-2025, Thiruvananthapuram

From
    Additional Chief Secretary to Government

To
    All District Collectors
    All Head of Departments

Sir,

Sub: P&ARD - National Awards for e-Governance 2025 - Submission of nominations - reg.

Ref: 1) DO No. N-13016/4/2022-eGov-DARPG(7741) dated 07.01.2025 from Joint Secretary, DARPG, GoI.
     2) DO No. N-13016/4/2022-eGov-DARPG(7741) dated 21.01.2025 from Joint Secretary, DARPG, GoI.

Attention is invited to the subject and reference cited. I am to inform you that the National Awards for e-Governance (NAeG) are presented every year by the Department of Administrative Reforms & Public Grievances (DARPG), Government of India to recognize and promote excellence in the implementation of e-Governance initiatives and is recognized amongst the most competitive and prestigious digital governance awards schemes in the country.

The web-portal for inviting nominations under the Scheme of NAeG-2025 was launched by DARPG on 01.01.2025 (copy of Award Scheme is enclosed for reference). The last date for submission of nominations is **15.02.2025 upto 5 pm**.
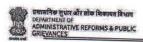
Hence you are directed to complete the submission of nominations before 15.02.2025 which is the last date proposed for the same.

Yours Faithfully,
SINI SABU
JOINT SECRETARY

For Additional Chief Secretary to Government.

Approved for Issue,

Signed by
Asha Madhu
Date: 31-01-2025 10:30:40
Section Officer.

Copy to:- Information & Public Relations (Web & New Media) Department (For wide publication)

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प्रशासनिक सुधार और लोक शिकायत विभाग
DEPARTMENT OF
ADMINISTRATIVE REFORMS & PUBLIC
GRIEVANCES   National Awards for e-Governance

सत्यमेव जयते

Award Scheme
for
National Awards for e-Governance 2025

Department of Administrative Reforms
&
Public Grievances

Government of India
New Delhi

National Awards for e-Governance are presented every year to recognize and promote excellence in implementation of e-Governance initiatives.

1. Purpose of Award

The purpose of the award is to:-

i. Recognize achievements in the area of e-Governance

ii. Disseminate knowledge on effective methods of designing and implementing sustainable e-Governance initiatives

iii. Encourage innovations in successful e-Governance solutions

iv. Promote and exchange experiences in solving problems, mitigating risks, resolving issues and planning for success.
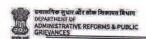
2. Scope of Award

The scope of the National Awards for e-Governance, 2025 (**NAeG, 2025**) is to identify areas of significant outcome-oriented performance by Districts/ Centre/States in identified categories. The Awards seek to recognize the best performing Central Government Ministries/Departments; States/UTs; Districts and local bodies; Academic/Research Institutions (Government and Non- Government) and Startups in facilitating implementation of new initiatives and bringing transparency by use of technology.

The **NAeG, 2025** Awards will be presented for the best achievement in implementation of e-Governance innovation and the efforts made to fast track the implementation of an initiative/ technology/project or program.

3. Criteria for Evaluation

The initiative will be evaluated on the following criteria:

i. Initiating and implementing an innovative project to meet stakeholders' requirement through use of ICT

ii. Use of technology in bringing perceptible improvement in processes/ systems

iii. Making public delivery systems responsive, transparent and efficient particularly by leveraging technology

iv. Bringing significant improvement/enhancement by use of technology

v. Innovations / integration / intervention of technology / of the best performing Centre/State/District in a particular field/ project/program or area. The criteria for evaluation will be designed during the assessment process.

प्रशासनिक सुधार और लोक शिकायत विभाग
DEPARTMENT OF
ADMINISTRATIVE REFORMS & PUBLIC
GRIEVANCES

4. Categories of awards

S. No.	Award Category	Scope of Award	Who Can Apply/Compete	Period of Consideration
I	**Government Process Re-engineering by use of technology for Digital Transformation** **i. Central level initiatives** **ii. State /UT level initiatives** **(Total 4 Awards** **1 Gold and 1 Silver for Central Level Initiatives, and** **1 Gold and 1 Silver for State/UT Level Initiatives,)**	This award seeks to recognize innovative projects that involve analysis and re-design of workflow and has resulted in improvement in outcomes related to efficiency, effectiveness of process, cost, quality, service delivery, data analytics or a combination of these through a dashboard/an application including mobile Application. The impact of the re-engineering process should be a significant digital Transformation. The initiative should reflect the convergence and integration of the processes resulting in visible improvement.	i. Central Ministries /Departments ii. State / UT Governments	The launch date of the project should be between 01.10.2022 - 30.09.2024. The project must be fully commissioned and operational as on 01.12.2024.
II	**Innovation by Use of AI and other new age technologies for providing Citizen-Centric Services** **i. Central level initiatives** **ii. State / UT level initiatives** **iii. Startups / Academia/Research & Development Organizations** **(Total 3 Awards:** **- 1 Gold for Central**	This award recognizes innovative projects that leverage AI and other new age technologies to enhance the delivery of citizen-centric services. The focus is on the creative application of AI and other new age technologies to streamline processes, improve user experience, and provide more efficient, personalized, and accessible public services. The solution	i. Central Ministries/Departments ii. State/UT Governments iii. Academia, Research & Development Organizations and Startups (as defined by Department for Promotion of Industry and Internal Trade (DPIIT), Government of India)	The launch date of the project should be between 01.10.2022 - 30.09.2024. The project must be fully commissioned and operational as on 01.12.2024.

	Level Initiatives and - 01 Gold for State/UT Level Initiatives and -1 Gold for Startups/Research & Development Organizations)	should lead to tangible improvements in service delivery, accessibility, responsiveness, or transparency, contributing to a more inclusive and digitally empowered society.	Notificationdated19.02.2019 (https://dpiit.gov.in/sites/default/files/notification_Definition_StartupIndia_06July 2021.pdf)	
III	Best e Gov Practices/Innovation in Cyber Security i. Central level initiatives/ State / UT level initiatives Startups/ Academia/ Research & Development Organizations (Total 3 Awards : - 1 Gold and 2 Silvers for Central/ State/UT/Startups /Academia/ Research & Development Organizations)	This award aims to recognize groundbreaking projects that have significantly enhanced cybersecurity measures, resulting in improved protection against cyber threats. The innovation should focus on advanced technologies, methods or processes that bolster the security infrastructure and to lead substantial improvements in safeguarding systems, networks, or data, contributing to the overall resilience and digital security of the organization The Startups/Academia/ R&D Institutions should present their exemplary research done in the field of use of Cyber Security in e-Governance for the benefit of citizens..	i. Central Ministries/Departments ii. State/U T Governments iii Startups, Academia and Research & Development Organizations	The launch date of the project should be between 01.10.2022 - 30.09.2024. The project must be fully commissioned and operational as on 01.12.2024.

National Awards for e-Governance

IV	**Grassroot Level Initiatives for Deepening/ Widening of Service Delivery with focus on initiatives by** **(i). District Level/ Urban Local Bodies (ULBs)** **(ii) Gram Panchayats or equivalent Traditional Local Bodies** **(Total 4 Awards** **- 1 Gold and 1 Silver for district/ULB initiatives** **- 1 Gold and 1 Silver for Gram Panchayats or equivalent Traditional Local Bodies**	This award seeks to recognize district-level e-governance projects covering public grievance redressal and service delivery to citizens through effective use of ICT in the districts, urban local bodies and in Panchayat Area and PRIs.	Districts, ULBs, Gram Panchayats or equivalent Traditional Local Bodies	The launch date of the project should be between 01.10.2022 - 30.09.2024. The project must be fully commissioned and operational as on 01.12.2024.
V	**Replication and Scaling up of Successful National Awarded Projects like NAeG, Prime Minister Awards in Excellence, Awards conferred by other Central Ministries by State/UT/ District** **(Total 1 Award – 1 Gold for State/UT level initiatives /District level initiatives)**	This award seeks to recognize the replication of top technological solutions and scaling up	i. State/UT Governments ii. District and Local Bodies	The launch date of the project should be between 01.10.2022 - 30.09.2024. The project must be fully commissioned and operational as on 01.12.2024.

| VI | Digital transformation by use of data analytics in digital platforms by Central Ministries/States/UTs

(Total of 1 Award- 1 Gold for Central/State/UT level Initiatives) | This award seeks to recognize exemplary efforts in e Governance initiatives with a view to upgradation of IT in states/UT/ Central Ministry and owing to the importance of data in present scenario to give recognition and encourage the innovative use of data and retrieval of data in government functioning | i. Central Ministries/Departments/ State/UT Governments | The launch date of the project should be between 01.10.2022 - 30.09.2024. The projectmust be fully commissioned and operational as on 01.12.2024. |

Note: In respect of Category IV ((ii), the applications in respect of Gram Panchayat/ will be sent by State after following due process for selection of best performing panchayat ofthe State. The application will subsequently be screened by a separate screening committee under MoPR.

5.   There will be a total 16 awards under 6 categories of Award Scheme.

5.1   The National e-Governance Award, 2025 shall consist of **10 Gold Awards 6 Silver Awards** , as per details given below:

5.1.1   **Gold Award:** The Gold Awards shall consist of (i) a trophy, (ii) a certificate and (iii) incentive of Rs.10.00 Lakh to be awarded to Department/Organization/ Institution to be utilized for implementation of project/programme or bridging gaps in any area of Public Welfare and a certificate for each team member not exceeding four in number (including Project Head).

5.1.2   **Silver Award:** The Silver Awards shall consist of (i) a trophy, (ii) a certificate and (iii) incentive of Rs.5.00 Lakh to be awarded to Department/Organization/ Institution to be utilized for implementation of project/programme or bridging gaps in any area of Public Welfare and a certificate for each team member not exceeding four in number (including Project Head).

6.   **Terms and Conditions**

   i.   The project must be new and **a** path breaking initiative in public service.
   ii.   **A project can compete only for one category and the category for which it is competing should be clearly mentioned.**
   iii. At the time of submission of nominations for the **NAeG, 2025**, the award category under which the submission is made may be indicated.
   iv.   All nominations should be submitted online with in the stipulated date.
   v.   <u>**Only incumbent Head of the Organization may register and submit online application(s).**</u>

vi. The application must reflect the organization email ID / individual email ID.

vii. Individual Nominations/self-nominations shall not be accepted.

viii. Nominations received after the last date will not be accepted under any circumstances. **Further, email / Hard Copies / fax of the application forms will NOT be accepted.**

ix. Details furnished would need to be comprehensive and cover the specified aspects of the initiative undertaken including the team members who are working / have worked for the project. No changes or request for change i.e. addition or replacement of names, will be considered at later stage or any other stage of the award process.

x. The project must relate to any of the areas of poverty reduction and economic development, social services, education, health, rural and community development, environmental management, transportation, housing, urban governance and regional planning, land use management/GIS, disaster and risk management, grievance redressal, trade practices, commerce, business development and any such other domains of governance.

xi. Besides leveraging on ICT, the projects implemented would need to showcase effective use of infrastructure, partnership with the local community, leadership practices, simplification of processes, strategic architectures, best practices in the design, development, deployment of solution using technology, innovative people centric approach and such other effective interventions.

xii. Diligence in the design, development and implementation of solutions, persistent problem solving, efforts to create and sustain systemic changes, institutionalize best practices, gain community/ stakeholder acceptance, discontinuance of inefficient administrative practices, ingenious people centric approach would need to be clearly brought out.

xiii. Verification of the ownership of all shortlisted projects shall be carried out before finalizing results. Supporting details should be made available by the Project-in-Charge.

xiv. **The decision of Department of Administrative Reforms and Public Grievances (DARPG), Government of India in selecting the project/ initiative for National Award for e-Governance, 2025 shall be final and binding on all the nominations.**

xv. Incomplete submissions not complying with the directions/guidelines detailed herein would not be considered.

xvi. Applications received may be rejected at any stage of the evaluation process.

xvii. Applications with incomplete information will be rejected.

7. How to apply

The nominations are to be submitted online only in the prescribed Application Form for a specific category.

8. Guidelines for applying for the nominations for the National Awards for e-Governance 2025:-

8.1	Nominations are to be submitted online only through the **NCeG** portal **https://www.nceg.gov.in**
8.2	Nomination other than above mode **will NOT be accepted.**
8.3	**Online registration of the organization is mandatory before submission of the application form online.**
8.4	The existing incumbent, Head of the Organization should apply for the nominations for **NAeG 2025** and furnish details of team members/officers, not more than 3 (three) members, who have worked for the successful design and implementation of the project. No changes or request for change, i.e. addition of names or replacement of names will be considered at later stage or any other stage of the award process.
8.5	**The Single Point of Contact details of an officer may be provided who is well versed with the project and can access emails and attend calls on priority under Point of Contact column.**
8.6	**The Category Specific Application Forms for all the Award categories are available Online on the portal https://www.nceg.gov.in.**
8.7	To register an organization, visit the website https://nceg.gov.in and click the **"Register"** tab.
8.8	**An organization needs to register only once and can submit more than one project/initiative through the same login ID.**
8.9	At the time of registration, it may kindly be checked as to whether your organization is already registered. To check the same **"List of alreadyregistered organization/ Department/ Ministry/District"** tab may be checked. If yes, sign up with the User name, Password and Activation Link sent to the email ID provided at the time of initial registration of the organization. If youdo not have these details, the same can be obtained by sending an email to the email ID mentioned against the name of the organization already registered. Thisemail ID has been provided by the authority registering the organization. However, if it is not possible to obtain the same ID, Password and Activation keyagainst which organization is earlier registered, the organization can be registered again using a different email ID.

8.10	For logging in, click "Log in" tab and fill in the User name, Password and Captcha details to apply for the category-wise Application Form.
8.11	**The Self Certification Form (Format-I for Government Organizations and Format- II for Non-Government institutions/Non-Government Academic and Research organizations) may be submitted on the letter head of the Department/Organization.**
8.12	Download Self Certification Form **(Format-I/Format-II)**. Fill in the applicable data, get it signed with seal, scan it and save it in pdf format and upload the same.

9. **Evaluation Stage/Shortlisting of Applications:**

9.1	**Stage 1** - Initiatives will be shortlisted by a Screening Committee for spot study/project verification, which may be done in a short notice. The spot study/verification of the shortlisted initiatives will be conducted by a two-member team of officers of the Central Government not below the rank of Under Secretary. The shortlisting of Category IV (ii) of Gram Panchayat will be initiated through Ministry of Panchayat Raj.
9.2	**Stage 2** - Screening Committee will consider the spot study reports for shortlisting the initiatives for recommendation to the Jury.
9.3	**Stage 3** - Presentation of the shortlisted initiative before Jury. The presentation will be made by the Project Head, and, the team of not more than 3 (three) members can participate in the presentation who shall invariably be from the team as proposed/nominated during application stage *(as indicated in para 8.4).*
9.4.	In case the project is selected for an Award, the Award shall be conferred to the incumbent Head of the Organization and/or the officer(s) nominated by him/her, subject to the condition that not more than 4 (four) officers, who have contributed towards the initiative/project (indicated as per para 8.4 above), may be nominated for the receipt of the Award. Accordingly, the individual certificate will be issued to the project head and team members as per para 8.4. In case, the incumbent Head is different from project Head under para 8.4, he/she shall attend the award conferment ceremony along with the original team members under para 8.4. But no Certificate will be issued to him if he has joined the organization after the presentation before the Jury Committee stage.
9.5	The citation film on the initiatives awarded with **NAeG 2025** will display the names of four Team Members/officers, who have contributed towards the initiative.