

**IMMEDIATE**

**No. 100-5/2015-Pen.  
Government of India  
Ministry of Communications  
Department of Posts  
(Pension Section)**

Dak Bhavan, Sansad Marg  
New Delhi -110001  
**Dated: 29-11-2023**

To  
All Head(s) of Postal Circles

**Subject: Participation in Anubhav Awards Scheme 2024 by submission of Anubhav write-ups**

Sir/Madam,

I am directed to forward herewith a copy of Office Memorandum No. 4/11/2023-P&PW (Coord) E-9231 dated 13.11.2023 on the subject cited above.

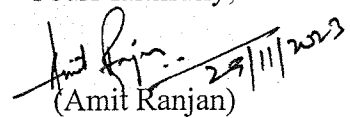
2. This is regarding 'Anubhav' portal which was launched by DoP&PW at the behest of the Hon'ble PM in 2015. The portal provides an opportunity for retiring Government employee to share their experiences of working in the Government and give suggestions for improvement in governance. An annual Anubhav Award Scheme, to incentivize and encourage more retiring employees to submit their experience was started in 2015 and 54 awards have been conferred so far to selected write-ups.

3. A copy of Anubhav Awards Scheme 2024 is enclosed herewith wherein DoP&PW looks forward to encourage submission of high quality write-ups by retiring Central government employees/pensioners either 8 months prior to retirement or within 1 year of their retirement. All write-ups submitted from 01.07.2023 up to 31.03.2024 are eligible to be considered for Anubhav Award 2024. The best 05 Anubhav write-ups have been proposed to be conferred with awards.

4. It is accordingly requested to widely disseminate the above-mentioned Anubhav Awards Scheme 2024 to ensure maximum participation in submission of Anubhav write-ups.

Yours faithfully,

**Encl.: As above**

  
(Amit Ranjan)

Asstt. Director General (Pension)

Copy along with enclosures for necessary action to:-

1. Sr. DDG(PAF), Dak Bhawan, New Delhi
2. CGM, BD&M Directorate, Dak Bhawan, New Delhi
3. CGM, PLI, Chanakyapuri, New Delhi
4. Director, RAKNPA, Ghaziabad
5. CE(Civil), Dak Bhawan, New Delhi
6. APS Directorate, West Block, R.K.Puram, New Delhi
7. CEPT- with request to upload on website.

Secretary (Pensions)  
Dy. No. 16178-G.  
Date 22/11/2023.

वी. श्रीनिवास, आई.ए.एस.  
V. Srinivas, IAS  
सचिव  
Secretary



सत्यमेव जयते

75  
आज़ादी का  
अमृत महोत्सव

भारत सरकार  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
पेंशन एवं पेंशनभोगी कल्याण विभाग,  
लोक नायक भवन, खान मार्केट  
नई दिल्ली-110003

GOVERNMENT OF INDIA  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS  
DEPARTMENT OF PENSION & PENSIONERS' WELFARE  
LOK NAYAK BHAWAN, KHAN MARKET  
NEW DELHI-110003

D.O.No.4/11/2023-P&PW(Coord)/E-9231

Member (P)

Dy. No. 1581/13<sup>th</sup> November, 2023

Date 24/11/23

Dear Secretary,

The Anubhav portal [URL: <https://pensionersportal.gov.in/Anubhav/>] was launched in March 2015 for retiring government officials to leave a record of their experiences while in Govt. service. It is envisaged that this culture of leaving notes by retirees will enable documentation of administrative history of India. Till date, 96 organizations have registered and more than 10000 write ups have been published on Anubhav Portal.

An Annual Award Scheme to incentivize and encourage retiring employees to submit their experience write-ups was introduced in 2015. Till date, 54 ANUBHAV awards have been conferred with 4 Anubhav Awards and 9 Jury Certificates being conferred on 23.10.2023.

I am enclosing a copy of the Anubhav Scheme, 2024. Under the 2024 scheme, Central government employees can submit their experiences while working with the Government through Anubhav Write-ups from 8 months prior to retirement up to 1 year after retirement. All write-ups submitted from 01.07.2023 up to 31.03.2024 are eligible to be considered for Anubhav Award 2024.

I write to request you to kindly encourage all central government officers in your Ministry/Department in pay levels 8-12 and pay levels 1-7 as well as those working in autonomous/subordinate/attached offices under administrative control of your Ministry/Department who are retiring in the period 01.07.23 to 31.03.24 who are eligible for the Anubhav Award under the Anubhav Award Scheme 2024 to submit their Anubhav experiences.

Encl: as above

With best regards,

Yours sincerely,

*(Signature)*

(V. Srinivas)

All Secretaries to the Govt. of India



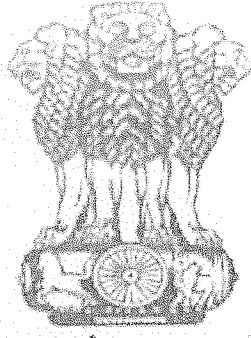
सूचना का  
अधिकार

Please Visit our Website : <https://pwp.gov.in>  
Tel. No. : +91 11 24625540 Fax : +91 11 24632463, Email: [secy-arp@nic.in](mailto:secy-arp@nic.in)

Ms. Poonam  
28/11

ADG (Pension)  
28/11

DDA (C&T)  
28/11/23  
Dy. (Jt.)



सत्यमेव जयते

## **ANUBHAV AWARDS SCHEME, 2024**

भारत सरकार / Government of India

कार्मिक, लोक शिकायत और पेंशन मंत्रालय / Ministry of Personnel Public  
Grievances and Pensions

पेंशन एवं पेंशनभोगी कल्याण विभाग / Department of Pension and  
Pensioners' Welfare

### **ANUBHAV Awards scheme for sharing experiences of retiring/retired Central Government employees**

1. 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 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 wealth 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 experience write-ups was introduced in 2015. Till date, 54 ANUBHAV awards have been conferred, with 04 awards

conferred on 23.10.2023. In a first, 09 Jury certificates have also been conferred on 23.10.2023. Further, to encourage and inspire the retirees, the Pension Department is conducting Anubhav Awardees Speak-Webinar series every month. Hitherto, 10 webinars have been held in which 19 Awardees have presented their experiences.

### 3. ANUBHAV Awards scheme, 2024:

3.1 For the year 2024, the scheme aims to recognize the contribution of retiring 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 awards to 5 (five) best write-ups in 2024**. Also, 10 Jury certificates may be presented to other outstanding write-ups to promote wider publicity and participation in ANUBHAV Awards scheme, 2024. Assessment of the award would be structured on premises as stated at para 5.

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

### 4. ELIGIBILITY:

The retiring Central government employees/pensioners can submit their Anubhav write ups 8 months prior to retirement and up to 1 year after their retirement. All the Anubhav write-ups published on the Anubhav Portal between the period 1st

July, 2023 and 31st March, 2024 will be considered for the Anubhav Awards/Jury Certificates, 2024.

## 5. PROCESS OF SHORTLISTING THE ANUBHAV AWARD

- I. **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 retiree/retired government employee 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.
- II. **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.
- III. **Step 3-** Selection process Tier-I: Screening of the published write ups shall be done by the Screening Committee(s) in the Department of Pension & Pensioners' Welfare.
- IV. **Step 4-** Selection process Tier-II: Next round of shortlisting for the 5 (five) Anubhav Awards and 10 Jury Certificates shall be done by an Evaluation Committee (EC), chaired by the Additional Secretary (Pension & PW). The Composition of Evaluation Committee (EC) is as below:

Additional Secretary(P&PW)), 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

- V. **Step 5:** Evaluation committee will finalize name of awardees after obtaining No Objection Certificates (NOCs) from concerned Ministry/ Department/ Organisation and IB.
- VI. **Step 6-** Recommendations of the Evaluation committee, after approval of Secretary (Pension & PW) and necessary clearances, shall be put up to the Hon'ble MOS (PP) for approval.

## 6. DETAILS OF AWARD

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

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

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

7 . With respect to the 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.

**XXXXX**