

~ Karma Shree Award ~

The Chief Minister's Award for Excellence in Public Administration
Administrative Reforms and Training Department, Govt. of Assam

1. Introduction:

In order to acknowledge, recognize and reward the extra ordinary, exemplary and innovative work done by the officers of the State Govt, a scheme, KARMA SHREE- The Chief Minister's Award For Excellence In Public Administration has been instituted

2. How to Apply:

In order receive application properly, a web based application has been developed, so that the applicant can apply online from anywhere at any time. The online application process has three stages as described below:

2.1. Registration: This is the initial stage, where the applicant who wants to participant in the award has to register his/her name. The applicant will receive an email to activate his/her registration account on successful registration.

KARMA SHREE: A CHIEF MINISTER AWARD

AWARD GUIDELINES APPLY NOW CONTACT

Online Registration

User ID (nic/gov.in email address only)

Domain must be @gov.in, @assam.gov.in, @nic.in OR @assam.nic.in

First Name

Last Name

Designation

Department

Office Address

Self Mobile No

Security Code = 97645

Enter the above security code

Figure 1: Online Registration Form

2.2. Login: The applicant who has registered successfully will receive the login details. There is an option named 'APPLY NOW' in the home page from where the applicant can login into his/her account. The login data are case sensitive. There is a security code in the login in process to make it secure. Only a registered user can login from this section.

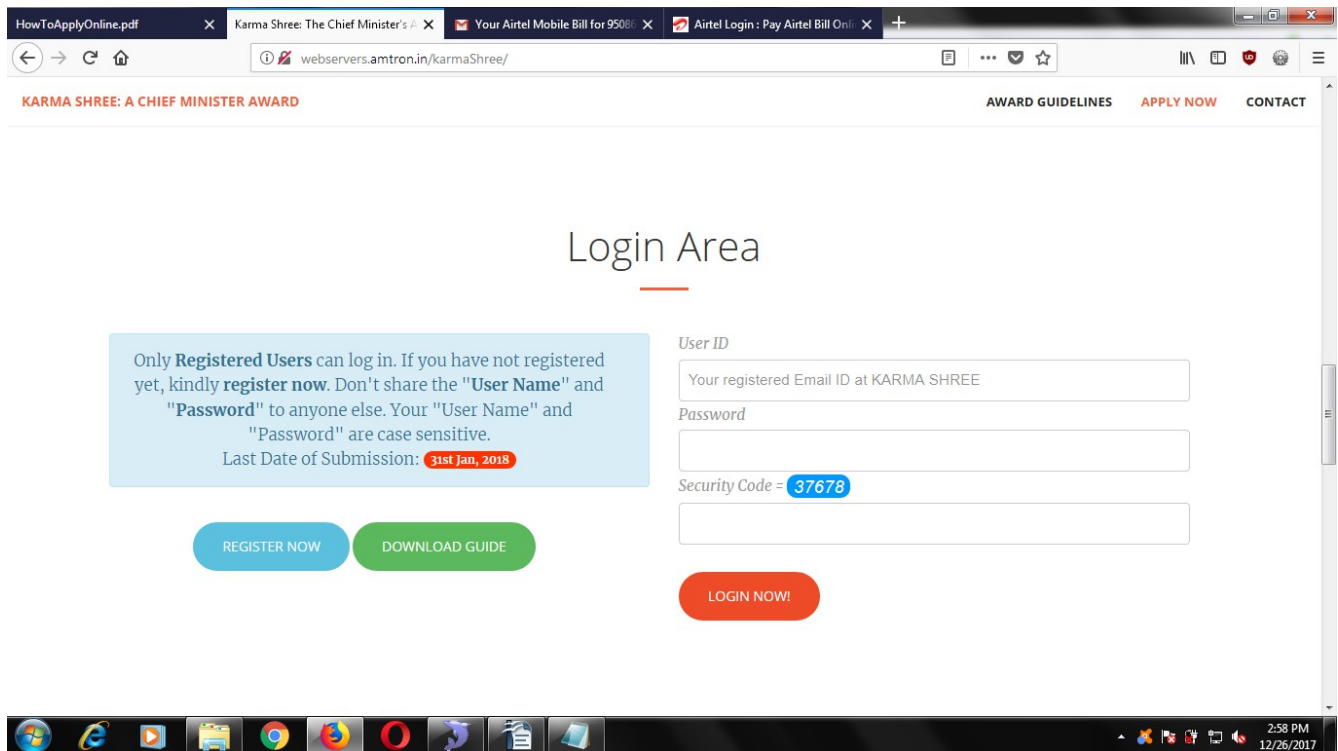


Figure 2: Login Form

2.3. Apply Now: This is the main application form of the online application process. It has mainly three tabs namely, “Apply Now”, “Upload Document” and “Final Submission”. The “Upload Document” is not mandatory. Once application data has been submitted, one must submit the “Final Submission” section to complete the application process. The applicant cannot modify/change the application data once “Final Submission” completed.

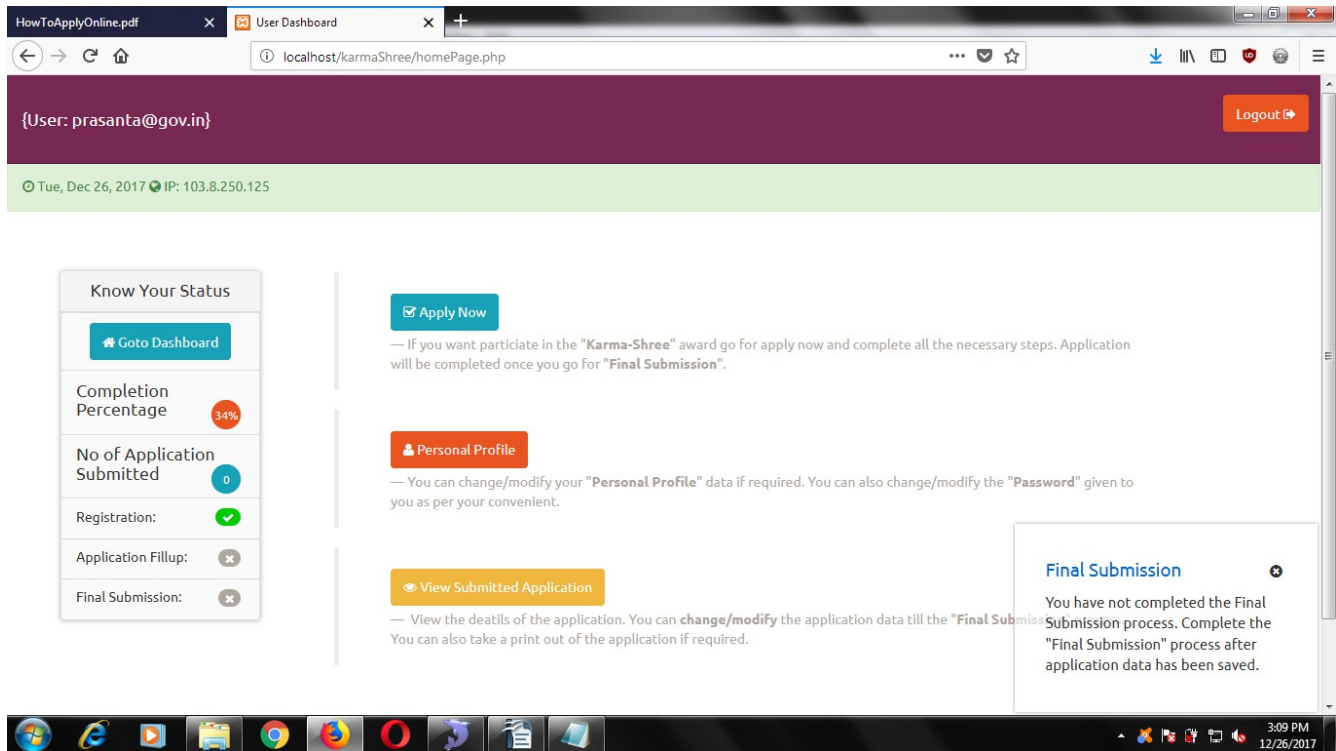


Figure 3: Final Submission