

**No.4-2/2014-SP-IV**  
Government of India  
Ministry of Youth Affairs & Sports  
Department of Sports

**Shastri Bhawan, New Delhi**  
**31<sup>st</sup> January 2014**

**To**  
**As per list attached**

**Subject : Nominations for Arjuna Award 2014.**

Sir,

I am directed to invite the nominations for the Arjuna Awards 2014 for outstanding achievements of sportspersons in the field of sports at international level.

2. To be eligible for the award, a sportsperson should have had not only good performance consistently for the previous four years at the international level but also should have shown qualities of leadership, sportsmanship and a sense of discipline. Accordingly, sports achievements for the period 1<sup>st</sup> January 2010 to 31.12.2013 will be taken into consideration.

3. Sportspersons who have been penalized or against whom enquiry is pending/ongoing for use of drugs/substances banned by the World Anti Doping Agency (WADA) based on a sample collected by the National Anti Doping Agency (NADA) or any other agency authorized by WADA and tested by National Dope Testing Laboratory or any other WADA accredited laboratory, will not be eligible for the Award.

4. The nominations of the eligible sportspersons for the award must be sent in the prescribed proforma to Under Secretary (SP-IV), Ministry of Youth Affairs & Sports, Room No. 15 'C' Wing, Shastri Bhawan, New Delhi-110001. Last date for receipt of nominations is **30<sup>th</sup> April 2014.**

5. Organizations, authorized signatories from whom nominations will be considered and number of nominations they can make are as follows:

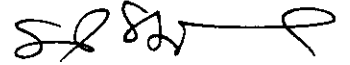
- i) Indian Olympic Association – President/Secretary General (upto three nominations)
- ii) National Sports Federations – President/Secretary General (upto three nominations)
- iii) Board of Control for Cricket in India (BCCI): President/ Secretary (upto three nominations)
- iv) State/ UT Governments/ Sports Control/ Promotion Boards – An officer of not less than the rank of Secretary or Director (Sports) of the organization after taking due approval of the competent authority ((upto five nominations)
- v) Sports Authority of India- Director General/Secretary (upto three nominations)

6. Rajiv Gandhi Khel Ratna Awardees/Dronacharya Awardees/Arjuna Awardees/Dhyan Chand Awardees of previous years can also nominate one eligible sportsperson each for Arjuna Award in their respective disciplines.



7. The concerned agencies should send the application in one lot only and should restrict the number of nominations as per the above guidelines. In case more nominations are made, first three/five/one nominations (as the case may be) will be considered.
8. Applications, which are not in the prescribed proforma, or not signed by the authorized signatory or are incomplete, or have been received after last date, that is, 30<sup>th</sup> April 2014, shall not be considered.
9. It should be noted by all that canvassing in any form for/by an entry will render that entry liable to disqualification.
10. A copy of the scheme, alongwith prescribed proforma in which nominations of eligible sportspersons are to be sent, is enclosed for necessary information. A copy of this Department's OM No. 12-6/2012-SP-IV dated 31.12.2013 circulating the criteria for Arjuna Award and a copy of this Department's OM No. 4-10/2013-SP-IV dated 10.1.2014 circulating Standard Operating Procedure (SOP) to be followed for grant of various National Sports Awards are enclosed for necessary information.

Yours faithfully,



(S.P.S Tomar)

Under Secretary to the Government of India  
Tel No. 23073206  
Room No. 15 – 'C' wing, Shastri Bhawan,  
New Delhi.

Copy also to:

1. PS to MOS(I/C) YA&S
2. PPS to Secretary (Sports)
3. PPS to Joint Secretary (Sports)
4. Technical Director, NIC for uploading on website of the Department of Sports.

To:

1. The Secretary,  
Department of Youth Affairs &  
Sports, (All States and U.Ts)
2. The President/Secretary General,  
(All recognized National Sports  
Federations).
3. The President/Secretary General,  
Indian Olympic Association,  
B-29, Olympic Bhawan, Qutub  
Institutional Area,  
New Delhi.
4. President/Secretary,  
Board of Control for Cricket in India  
(BCCI)  
4th Floor, Cricket Centre  
Wankhede Stadium  
'D' Road, Churchgate  
Mumbai- 400020
5. Secretary,  
Services Sports Control Board,  
Room No.97, G Block, Armed Forces,  
Headquarters, Nirman Bhawan, New  
Delhi.
6. Secretary  
Railway Sports Promotion Board  
Room no. 452, 4th Floor,  
Ministry of Railways,  
Rail Bhavan,  
New Delhi – 110001
7. Secretary  
All India Police Sports Control Board  
25, Akbar Road,  
New Delhi
8. Secretary, Petroleum Sports  
Promotion Board,  
1012, Surya Kiran Building,  
19, Kasturba Gandhi Marg,  
New Delhi-110001
9. Secretary,  
Air India Sports Promotion Board  
1<sup>st</sup> Floor, Vayudoot Building,  
Safdarjung Airport,  
New Delhi.
10. Secretary,  
SAIL Sports Promotion Board  
Steel Authority of India Limited  
(SAIL),  
Corporate Office, Ispat Bhawan,  
Lodhi Road, New Delhi -110003
11. Secretary,  
Central Civil Services Cultural &  
Sports Board,  
361-B Wing, 3<sup>rd</sup> Floor,  
Lok Nayak Bhawan  
New Delhi-110 003
12. Director General,  
Sports Authority of India, New Delhi.

# **SCHEME FOR THE ARJUNA AWARDS FOR OUTSTANDING PERFORMANCE IN SPORTS AND GAMES (Amended as on 31<sup>st</sup> January 2014 )**

## **1. PREAMBLE**

The Scheme may be called the "Scheme for Arjuna Awards for outstanding performance in Sports and Games".

## **2. OBJECTIVE**

The objective of the Awards is to recognize outstanding achievements of sportspersons in the field of sports at international level.

## **3. DEFINITIONS**

In this Scheme, unless the context otherwise requires,

- (a) "Scheme" means the scheme for the Arjuna Awards for outstanding performance in Sports and Games.
- (b) "Committee" means the Selection Committee constituted under the Scheme.
- (c) "Award" means the Arjuna Awards.
- (d) "Chairperson" means Chairperson of the Selection Committee under the Scheme.
- (e) "Government" means the Ministry of Youth Affairs and Sports.
- (f) "Sports Administrator" means a person who is engaged in management/ administration of national/international sports events, sports organizations including private sports academies, sports programmes and delivery of sports services.
- (g) "Sports journalist/expert/commentator" means a person who is associated with sports journalism including freelancing in print or electronic media, or a person who writes extensively on sports issues or has written books on sports, or a person who gives live commentary during sports events.
- (h) "Rajiv Gandhi Khel Ratna Awardee" means a person who has been conferred with Rajiv Gandhi Khel Ratna by the Government of India.
- (i) "Arjuna Awardee" means a person who has been awarded an Arjuna Award by the Government of India.
- (j) "Olympian" means a sports person who participated in the Olympic Games as a member of the Indian contingent approved by the Government of India.

## **4. ELIGIBILITY**

4.1 To be eligible for the Award, a sportsperson should have had not only good performance over the previous four years at the International level but also should have shown qualities of leadership, sportsmanship and a sense of discipline.

4.2 Sportspersons who have been penalized or against whom enquiry is pending/ongoing for use of drugs/substances banned by the World Anti Doping Agency (WADA) based on a sample collected by the National Anti Doping Agency (NADA) or any other agency authorized by WADA and tested by National Dope Testing Laboratory or any other WADA accredited laboratory, will not be eligible for the Award.

4.3 The Government will only consider conferring Arjuna Award in the disciplines falling under following categories:-

- a) Olympic Games/Asian Games/Commonwealth Games/World Cup/World Championship disciplines and cricket or any equivalent recognized international Tournament.
- b) Indigenous Games.
- c) Sports for physically challenged.

## **5. NOMINATION**

5.1 The nominations for the Awards will be invited by the Ministry of Youth Affairs and Sports from all National Sports Federations recognized by the Government of India, Indian Olympic Association and State/UT Governments in the month of January each year. Last date for the receipt of nominations will be 30<sup>th</sup> April or last working day of April of the same year. In case of cricket, for which no National Sports Federation has been recognized by the Ministry of Youth Affairs & Sports, nominations from Board for Control of Cricket in India (BCCI) will be invited. These agencies will be allowed to make nominations upto a maximum of three eligible sportspersons. Nominations beyond maximum three will not be considered. Only the first three nominations sent by NSFs will be considered.

5.2 In addition, nominations will also be invited from Sports Control/Promotion Boards of various Government Organizations such as the All India Police Sports Control Board, Army Sports Control Board, Railway Sports Promotion Board, Services Sports Control Board, Indian Navy Sports Control Board and Air Force Sports Control Board, Petroleum Sports Promotion Board, Air India Sports Promotion Board, SAIL Sports Promotion Board etc. These agencies will be allowed to make nominations upto a maximum of five sportspersons. Nominations beyond five will not be considered. Only the first five nominations sent by them will be considered.

5.3 Rajiv Gandhi Khel Ratna Awardees of the previous years can also nominate one eligible sportsperson each for Arjuna Award for the sports discipline for which they themselves were awarded Rajiv Gandhi Khel Ratna. Arjuna, Dhyan Chand and Dronacharya awardees of previous years can also nominate one eligible sportsperson each for Arjuna Award in their respective disciplines. Further, Director General, Sports Authority of India can also nominate upto three eligible sportspersons for this award.

5.4 The concerned agencies should send the application in one lot only and should restrict the number of nominations as per the above guidelines. In case more nominations are made, first three/five nominations (as the case may be) will be considered.

5.5 Notwithstanding the above, Government reserves the right to make upto 3 nominations of sportspersons in deserving cases where no such nominations have been received from the agencies mentioned under the Scheme.

5.6 The authorized signatory for sending nominations will be as follows:-

- (i) Indian Olympic Association – President/Secretary General.
- (ii) National Sports Federations – President/Secretary General [In the case of Cricket, there is no federation recognized by the Ministry of Youth Affairs and Sports. Nominations for cricket will need to be sent by President/ Secretary General of the Board for Control of Cricket in India (BCCI)].
- (iii) State/ UT Governments/ Sports Control/ Promotion Boards – An officer of not less than the rank of Secretary or Director (Sports) of the organization after taking due approval of the competent authority

5.7 Nominations forwarded by any office bearer other than those mentioned in the para 5.6 above will not be considered.

5.8 The Award will be made in respect of the calendar year during which the applications are invited.

5.9 The nominations will be sent to the Ministry of Youth Affairs and Sports in the prescribed proforma giving the performance of the nominated sportspersons in international competitions for the four years immediately preceding the year during which the awards are to be given.

5.10 The nominating authorities are required to certify in the nomination form itself that the nominees are clear from vigilance/disciplinary angles and are not involved in acts of criminal and moral turpitude nature. In case of sportspersons employed with Central Government/State Governments/PSUs or in private organizations, nominating authorities should obtain a requisite report from the concerned employers before certifying that the sportsperson being nominated is clear from vigilance/disciplinary angle and is not involved in any act of criminal or moral turpitude nature. While seeking report from the employer, details of chargesheet/disciplinary action taken/pending, if any, should also be obtained. Copy of the report/certificate obtained from the employer of the sportsperson should be enclosed with the application of the sportsperson being nominated.

5.11 Copies of the nominations received from organizations other than the National Sports Federations (NSFs) will be sent to the concerned NSF for verification of the details and the achievements and for checking if the nominated sportsperson has ever been warned/penalized for any unfair practice like age fraud/sexual harassment, doping etc. All details in this regard, if any, alongwith verification report should be sent by the concerned NSF within a week of the receipt of letter from the Ministry.

## **6. RECEIPT AND ACKNOWLEDGEMENT OF THE NOMINATIONS:**

6.1 The applications for nomination should be addressed to Director (Sports)/Deputy Secretary (Sports), Ministry of Youth Affairs and Sports only and date of receipt in his/her office will be the date of receipt of nomination by the government.

6.2 Received applications are to be duly stamped and recorded in a register. In addition, all applications received within time will be duly acknowledged to the recommending authority.

## 7. SCRUTINY OF NOMINATIONS

7.1 All nominations received from the organizations mentioned in para 5.1 to 5.3 will be sent to the Executive Director (TEAMS)/Director (TEAMS), Sports Authority of India who will verify and confirm from official records the achievements/performance of all nominated sportspersons within a maximum period of one month of receipt of the nominations from the Ministry.

7.2 The Ministry of Youth Affairs & Sports will seek a report from NADA about each of the sportspersons, who has been short listed, for verifying if anyone of them has ever been found positive for doping.

## 8. SCREENING COMMITTEE TO SCRUTINIZE ALL THE NOMINATIONS RECEIVED

A Screening Committee consisting of Joint Secretary (Sports), Department of Sports, Secretary, Sports Authority of India (SAI), Director (Sports)/Deputy Secretary (Sports), Department of Sports and Executive Director (TEAMS)/Director (TEAMS), SAI will meet for the scrutiny of the nominations. Applications of the nominated sportspersons, reports of NSFs/SAI will be placed before the screening committee. Valid nominations which are clear from vigilance, disciplinary and doping angles will be placed before the Selection Committee as per the eligibility criteria prescribed.

## 9. PROCEDURE FOR SELECTION

9.1 The Award will be decided by a Selection Committee constituted by the Government of India as under :-

1.	Chairperson	To be nominated by the Ministry of Youth Affairs & Sports
2.	Sportspersons of eminence (Olympians or previous Rajiv Gandhi Khel Ratna or Arjuna Awardees)	4 members
3.	Sports Journalists/Experts/Commentators	3 members
4.	Sports Administrator	1 member
5.	Director General, Sports Authority of India	Ex-officio member
6.	Joint Secretary (Sports), Department of Sports	Member Secretary

9.2 There should be minimum two years of gap before a member other than ex-officio is re-nominated as chairperson or member in the Selection Committee.

9.3 The Chairperson, in consultation with the Member Secretary, may constitute panels from amongst the members of the Committee to assist the Committee.

9.4 The Chairperson may seek the advice of experts in specific sports disciplines, wherever necessary.

9.5 Any person directly or indirectly related to a sportsperson nominated for the Awards shall not be eligible to participate in deliberations of the Selection Committee, concerning the sportsperson.

9.6 The Committee will determine its own work procedure and will keep in view the guidelines/criteria, if any, framed by the Ministry of Youth Affairs & Sports.

9.7 The quorum for the meeting of the Committee shall be 75% of the members of the Committee and the Chairperson.

9.8 The Committee shall select the Award winners by consensus failing which by a majority decision and give its report to the Government of India within 15 days of reference.

9.9 The Executive Director (TEAMS)/Director (TEAMS), Sports Authority of India will be present at the time of deliberations of the Committee in order to provide information/clarifications, if any, required by the Committee.

9.10 All the selection proceedings will be treated as "Confidential". The Chairperson may take necessary steps in consultation with the Member Secretary to maintain strict confidentiality of the deliberations and selection made by the Committee.

## **10. NUMBER OF ARJUNA AWARDS TO BE GIVEN IN A YEAR**

10.1 Ordinarily not more than one award will be given in each discipline in a particular year subject to deserving sportspersons being available. However, at least one award is to be given exclusively for sports for physically challenged. Further, the principle of one award per discipline may be relaxed in case of team sports and across gender. That is to say that, the Selection Committee may recommend, in deserving cases with proper justification, more than one sportsperson in respect of team sports and sportspersons of both the genders.

10.2 Normally not more than 15 awards could be given in any calendar year. However, keeping in view the performance of Indian sportspersons in the Commonwealth, Asian Games and Olympic Games during a particular year and for the reasons given in para 10.1 above, Arjuna Awards exceeding 15 in number may be allowed with proper justification and approval of Minister-in charge for Youth Affairs & sports.

## **11. GENERAL**



- 11.1 The Award consist of a statuette, a certificate, ceremonial dress, and a cash Award of Rs. 5.00 lakh which will be presented to the winners in a function to be held at a place and on a date to be decided by the Government of India.
- 11.2 No Award will be made for a second time to the same person.
- 11.3 The Award may be given posthumously if such an occasion arises.
- 11.4 In order to ensure due diligence in the selection of awardees, the Ministry will make necessary character verification prior to finalizing the names of the awardees. This may be done through the regional centres of SAI, if need be, by taking help of concerned police authorities.
- 11.5 At the time of the presentation ceremony , the awards will be conferred upon the selected awardees, who are present. No person other than the awardees will collect the award and prize money at the presentation ceremony. The awardees who are not able to come to receive the award during the presentation ceremony may later receive the same from the Minister-in-Charge for Youth Affairs and Sports.
- 11.6 The Government of India may cancel, annul the Award of any recipient for specific reasons and, thereupon, the recipient shall be required to surrender the statuette and the scroll of honour but it shall be competent for the Government of India to restore the Award once the cancellation and annulment has been withdrawn.
- 11.7 The decision of the Government of India in respect of matters covered by this Scheme and of the interpenetration of the provisions of this scheme shall be final and no appeal shall lie against them.
- 11.8 A person who is nominated for the Award shall be deemed to have accepted the provisions of the scheme.
- 11.9 Canvassing in any form in respect of any nominee will render that nominee liable to disqualification.
- 11.10 Minister-in-charge for Youth Affairs & Sports will be competent authority for relaxation of any clause, provided there are sufficient reasons (to be recorded in writing) for doing so.

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## PROFORMA FOR NOMINATION FOR ARJUNA AWARD

Affix a recent  
passport  
size photograph of the  
nominee

1. Name of the State/UT Government/National Sports Federation/Association/Sports Control Board making recommendation:
  2. Name of the person recommended (in block letter) in English and Hindi:
  3. Particulars of the sportsperson in brief
    - (a) Date of Birth
    - (b) Father's Name
    - (c) Permanent Address (with pin code)
    - (d) Tele. No. and Fax No, Mobile No. and e-mail.
  4. Name, Address, Telephone No/and Fax No. of Employer
  5. Details of achievements at the international level for the previous four years:-

Name	Discipline	Achievements in international events during previous four years	Remarks, if any
1	2	4	5
- Supporting documents in respect of sports achievements duly attested may be enclosed.
6. Special justification for the recommendation made, if any.

7. Qualities of sportsmanship and leadership exhibited by the persons recommended, on and off the field.
8. Sense of discipline
9. Any other information relevant to the proposal.
10. Overall assessment of the persons recommended
11. Remarks, if any

**Undertaking by the sportsperonson nominated for the Award:-**

That I have carefully read the provisions of the Scheme for the Arjuna Awards for the Outstanding Performance in Sports and Games and hereby accept all its provisions. I have never been penalized for any unfair practice like age fraud/doping etc.

(Signatures of the sportsperson)  
Name and discipline

Note: In case any enquiry has been initiated or warning given, details should be given the by sportsperson.

**Recommendation from the nominating agency (i.e., State Government/National Sports Federation/India Olympic Association etc)**

1. I recommend that Shri/Km/Smt. \_\_\_\_\_ son/daughter/wife of Shri \_\_\_\_\_ for Arjuna Award for the year \_\_\_\_\_.

2. I have carefully read the provisions of the schemes for Arjuna Award and confirm that the sportsperson is eligible for being considered for the Award.

3. It is certified that the particulars mentioned above are correct.

4. It is certified that the nominee is clear from vigilance/disciplinary angles and is not involved in acts of criminal and moral turpitude nature. In case of sportspersons employed with Central Government/State Governments/PSUs or in private organizations, a requisite report has been obtained from the concerned employer before certifying that the sportsperson being

nominated is clear from vigilance/disciplinary angle and is not involved in any act of criminal or moral turpitude nature. Copy of the report obtained from the employer is enclosed.

Signature of recommending authority  
(Giving name and designation of the signing authority)

Official Seal

**Note:**

1. Report the employer will include details of charge sheet/disciplinary action taken/pending, if any.
2. Sportspersons who have been penalized or against whom enquiry is pending/ongoing for use of drugs/substances banned by the World Anti Doping Agency (WADA) based on a sample collected by the National Anti Doping Agency (NADA) or any other agency authorized by WADA and tested by National Dope Testing Laboratory or any other WADA accredited laboratory, will not be eligible for the Award.

**Government of India  
Ministry of Youth Affairs and Sports  
Department of sports**

**Most Immediate**

F. No. 12-6/2012-SP-IV  
Government of India  
Ministry of Youth Affairs & Sports  
Department of Sports

Shastri Bhawan, New Delhi  
dated: 31<sup>st</sup> December, 2013

**Office Memorandum**

**Subject: Criteria for giving Arjuna Award to sportspersons**

The undersigned is directed to say that the Delhi High Court has vide its judgement dated 4<sup>th</sup> October, 2013 in the Writ Petition (Civil) No. 5674/2012 in the matter of Shri Shaikh Abdul Hameed versus Union of India directed, inter alia, for framing appropriate guideline/objective criteria to be applied by the Selection Committee in making recommendations for conferment of Arjuna Award.

2. In compliance of the aforesaid judgement of the Delhi High Court, this Department has framed, with the approval of the competent authority, the criteria for giving Arjuna Award to the sportspersons, a copy of which is enclosed. The criteria would be applicable for selection of sportspersons for Arjuna Awards for the year 2014 onwards.



(S.P.S Tomar)

Under Secretary to the Government of India  
Tel: 23073206

**Copy to:**

1. President/Secretary General of all recognized National Sports Federations
2. Services Sports Control Board
3. Railway Sports Promotion Board
4. All India Police Sports Control Board
5. Petroleum Sports Promotion Board
6. Air India Sports Promotion Board
7. SAIL Sports Promotion Board
8. Board for Control of Cricket in India (BCCI)
10. Director General, Sports Authority of India
11. Director (TEAMS), Sports Authority of India
12. Guard File

**Copy also to:**

Shri Sachin Datta, Central Government Standing Counsel, Delhi High Court, 461, Lawyers, Chambers, Delhi Court, New Delhi-110003 w.r.t letter dated 5.11.2013 for information and appropriate action, if any

**Copy for information to:**

1. PS to MOS (I/C)YA&S/PPS to Secretary (Sports)
- File No. 12-6/2012-SP-IV

**Government of India  
Ministry of Youth Affairs and Sports  
Department of sports**

**Criteria for giving Arjuna award to Sports persons**

1. 90 % weightage will be given for the medals won in various International championships and sports events of the disciplines covered in Olympic Games (Summer, Winter and Paralympics), Asian Games and Commonwealth Games. Points for winning medals will be given to each eligible sportsperson for his/her performance during the last 4 years as per marks given in the table below:

S. No.	Event	Medal		
		Gold	Silver	Bronze
1	World Championship/World Cup (once in 4 years)	40	30	20
2	Asian Games	30	25	20
3	Commonwealth Games	25	20	15
4	World Championship/World Cup (biennial/annual)	25	20	15
5	Asian Championship	15	10	7
6	Commonwealth Championship	15	10	7

2. Equivalence of any other sports discipline/tournament, not listed above, will be decided by the Selection Committee with reference to above-mentioned six categories of sports tournaments and the points will be allotted accordingly.

3. 90 marks will be given to the sportsperson getting maximum points as computed in the table above. Rest of the sportspersons will be given marks proportionately to the said sportsperson. For example, if a sportsperson 'A' has got highest points say 45 points as per the table above and another sportsperson 'B' has got 40 points as per the table above, then 'A' will get 90 marks and 'B' will get  $(90 \times 40 / 45) = 80$  marks.

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**Department of sports**

4. 10 % weightage will be given to the marks given by the Selection Committee for assessment of the eligible sportsperson keeping in view factors like profile and standard of the sports events in which he or she has won medals and qualities like leadership, sportsmanship, team sprit, fair play, sense of discipline.
5. Winners of medals in Olympics and Paralympics will automatically be considered for Rajiv Gandhi Khel Ratna or Arjuna Awards, depending on the type of medal won, if they have already not been conferred with either of the two Awards.
6. For cricket and indigenous games, not included in Olympic / Asian Games / Commonwealth Games disciplines, the Selection Committee will recommend the number of awards, (not exceeding two), to be given for Cricket/Indigenous Games and recommend the sportspersons taking into consideration their individuals performances and qualities of sportsman spirit, leadership, sense of discipline etc.
7. Ordinarily, not more than one award will be given in each discipline in a particular year subject to deserving sportspersons being available. Adequate representation would be insured for physically challenged and women.
8. The principle of one award per discipline will not be applicable in case of team sports and across gender. That is to say that, the Selection Committee may recommend, in deserving cases with proper justification, more than one sportsperson in respect of team sports and sportspersons of both the genders.
9. Normally not more than 15 awards could be given in any calendar year. However, keeping in view the performance of Indian sportspersons in the Commonwealth, Asian Games and Olympic Games during a particular year and for the reasons given in para 7 above, Selection Committee may recommend more than 15 sportspersons for Arjuna Award.

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**Ministry of Youth Affairs and Sports**  
**Department of sports**

10. In a particular sports discipline, names of not more than 4 sportspersons (2 male and 2 female) with the highest marks as per the criteria brought out in the table above will be considered by the Selection Committee.
  
11. Sometimes, the Selection Committee may feel that as per the given criteria, a very deserving sportsperson may not get Arjuna Award. In such a situation, it may recommend such name giving full justification in writing.
  
12. Selection Committee will recommend the final list of sportspersons for Arjuna Awards as per the marks obtained in terms of the criteria indicated above.
  
13. The recommendations of Selection Committee will be placed before the Union Minister of Youth Affairs & Sports for the final decision.

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No. 4-10/2013-SP-IV  
Government of India  
Ministry of Youth Affairs & Sports  
Department of Sports

Shastri Bhawan, New Delhi  
10<sup>th</sup> January 2014

**Office Memorandum**

**Subject: Standard Operating Procedure to be followed for grant of various National Sports Awards viz. Rajiv Gandhi Khel Ratna, Arjuna Awards, Dronacharya Awards and Dhyan Chand Awards**

The undersigned is directed to say that for streamlining the procedure for grant of various National Sports Awards viz. Rajiv Gandhi Khel Ratna, Arjuna Awards, Dronacharya Awards and Dhyan Chand Awards to be followed by various agencies viz. the Ministry of Youth Affairs and Sports, Sports Authority of India (SAI), National Anti-Doping Agency (NADA), State Governments, National Sports Federations (NSFs), and Sports Promotion and Control Boards, it has been decided with the approval of competent authority to prescribe the following Standard Operating Procedure (SOP) to be followed and kept in view in processing the cases relating to above mentioned National Sports Awards starting from inviting nominations to constitution of Selection Committees:

- (i) Nominations for the National Sports Awards would be called for in January each year in the prescribed application format. Last date for receipt of nominations will be 30<sup>th</sup> April or the last working date in April each year.
- (ii) The authorized signatory for sending nominations will be as follows:-
  1. Indian Olympic Association – President/Secretary General.
  2. National Sports Federations – President/Secretary General [In the case of Cricket, there is no federation recognized by the Ministry of Youth Affairs and Sports. Nominations for cricket will need to be sent by President/ Secretary General of the Board for Control of Cricket in India (BCCI)].
  3. State/ UT Governments/ Sports Control/ Promotion Boards – An officer of not less than the rank of Secretary or Director (Sports) of the organization after taking due approval of the competent authority.
  4. Sports Authority of India- Director General/Secretary
- (iii) Rajiv Gandhi Khel Ratna Awardees of previous years may send nominations for Rajiv Gandhi Khel Ratna, Arjuna, Dhyan Chand and Dronacharya Awards in their own disciplines.
- (iv) Arjuna, Dhyan Chand and Dronacharya awardees of previous years may send nominations for any of these awards in their respective disciplines.

Nominations forwarded by any office-bearer other than those mentioned above will not be considered.

(v) Ministry of Youth Affairs & Sports may suo-moto also nominate sportspersons/coaches from any sports discipline.

(vi) Following undertaking has been included in the application form for the award (to be given by the sportsperson being nominated) :-

"That I have carefully read the provisions of the Scheme for the Award and hereby accept all its provisions. I have never been penalized for any unfair practice like age fraud/ doping etc."

In case any enquiry has been initiated or warning given, details should be given by the sportsperson.

(vii) Following undertaking has been included in the application form for the award (to be given by the person/organization nominating the sportsperson for the award):-

"That I have carefully read the provisions of the Scheme for the Award and hereby confirm that the sportsperson is eligible for the same.

It is certified that the nominee is clear from vigilance/ disciplinary angles and is not involved in acts of criminal nature and moral turpitude. In case of sportspersons employed with Central Government/State Governments/PSUs or in private organizations, a certificate has been obtained from the concerned employer (copy enclosed) to this effect". (Employer also to give details of charge sheet/ disciplinary action taken/ pending, if any).

(viii) A copy of those nominations received within stipulated time period from organizations/agencies other than the NSF of the concerned sports discipline, will be sent to the concerned NSF for verification of the details and achievements stated in the nomination form and for checking if the sportsperson has ever been warned/ penalized for any unfair practice like age fraud/ sexual harassment, doping etc. All details in this regard, if any, to be given by the NSF along with the verification report.

This activity will be completed latest by 31<sup>st</sup> May.

(ix) A copy each of all nominations received before the last date and through the prescribed agencies will be sent to Sports Authority of India (SAI) by 15<sup>th</sup> May, which will independently verify the details stated in the nomination form including character verification. SAI will carry out the verification of details latest by 31<sup>st</sup> May.

(x) A Screening Committee consisting of Joint Secretary (Sports), Secretary, SAI, Director (Sports) and Director (Teams), SAI will meet preferably before 15<sup>th</sup> June for scrutiny of the nominations received.

Based on the reports of NSFs and SAI, the eligibility will be checked by Ministry of Youth Affairs & Sports (except for verification from doping point of view). Thereafter, the Ministry of Youth Affairs & Sports will shortlist the required number of sportspersons/coaches in various sports disciplines as per guidelines.

(xi) Ministry of Youth Affairs & Sports will seek a report from the National Anti Doping Agency (NADA) about each of the sportspersons, who has been short-listed for verifying if anyone of them has ever been found positive for doping.

(xii) Since dope testing laboratories are now accredited to World Anti Doping Agency (WADA) and not to International Olympic Committee, provision about ineligibility of positive dope-tested applicants has been re-phrased as under in the case of Rajiv Gandhi Khel Ratna Award, Arjuna Awards, Dhyan Chand Awards:

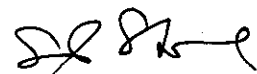
"Sportspersons who have been penalized or against whom enquiry is pending/ongoing for use of drugs/substances banned by the World Anti Doping Agency (WADA) based on a sample collected by the National Anti- Doping Agency (NADA) or any other agency authorized by WADA and tested by National Dope Testing Laboratory or any other WADA accredited laboratory, will not be eligible for the Award."

In respect of Dronacharya Award, relevant para has been re-worded as follows:

"A coach found encouraging the use of drugs/substances, banned by the World Anti Doping Agency, by a sportsperson whom he/she is coaching, will not be eligible for the Dronacharya Award. A coach against whom enquiry is going on/pending in this regard will also not be eligible".

(xiii) Selection Committee in each category of the Awards will be constituted preferably by 15<sup>th</sup> June.

(xiv) All the eligible cases will be put up before the concerned Selection Committees. Meetings of Selection Committee should be held preferably by 30<sup>th</sup> June.



(S.P.S. Tomar)

Under Secretary to the Government of India

Tel: 2307 3206

1. Sports Secretaries of all State Governments and UTs
2. President/Secretary General of all recognized National Sports Federations
3. President/ Secretary General, Board for Control of Cricket in India (BCCI)]
4. Secretary, Services Sports Control Board
5. Secretary, Railway sports Promotion Board

6. Secretary, All India Police Sports Control Board
7. Secretary, Petroleum Sports Promotion Board
8. Secretary, Air India Sports Promotion Board
9. Secretary, Central Civil Services Cultural & Sports Board
10. Secretary Steel Authority of India Limited (SAIL) Sports Promotion Board
11. Director General, Sports Authority of India
12. Joint Secretary (Sports), Department of Sports
13. Director (Sports), Department of Sports
14. Secretary, Sports Authority of India
15. Director (Teams), Sports Authority of India

Copy to:

1. PS to MOS (I/C) YA&S
2. PPS to Secretary (Sports)