

ANNEXURE I

FORMAT FOR RECOMMENDING INSTITUTIONAL AWARDS

1. Full Name, complete
Address. of the organization or Individual
2. Whether operating in own premises
or in rented premises
3. Other Communication devices:
 - (i) Landline Phone no.
 - (ii) Mobile No.
 - (iii) Fax no.
 - (iv) E-mail address:
4. Area of specialization
(If possible, please attach Memorandum
and Articles of Association
containing object and bye-laws)
5. Name of the parent Organization or
Registered Body (If possible, please attach
certified copy of the certificate of registration):
6. The details of Managing Committee
and qualification of their members:
7. Whether the NGO is working at
 - (a) Regional Level
 - (b) State Level
 - (c) National Level
 - (d) International Level
8. Total staff strength of the NGO
9. If possible, please attach the annual reports
for the last three years:
10. Special or Outstanding achievements during last five years in the field of ageing and
related issues:
11. Details of Awards or honours received, if any (attach citations)
12. Justification for the award.

ANNEXURE II

FORMAT FOR RECOMMENDING INDIVIDUALS FOR NATIONAL AWARD

1. Full name and complete address.
2. Designation
3. Other means of Communication
 - (A) Landline Phone no.
 - (B) Mobile No.
 - (C) Fax no.
 - (D) E-mail address:
4. Academic Qualifications:
5. Subject of study or research:
6. Area of specialization:
7. Details of Professional experience
(Area and number of years in chronological order)
8. Please specify details of notable work during the last three years in the field:
9. Details of Awards or honours received if any (attach citations)
10. Justification for the award.