

**Frequently Asked Questions (FAQ's)**  
**on**

**National Awards for Empowerment of Persons with Disabilities**

**Q 1. What is 'National Awards for Individual Excellence'?**

**Ans.** The National Awards for Individual Excellence is a highly prestigious National Award conferred by Department of Empowerment of persons with Disabilities in recognition of contribution/skills of persons with disabilities and to persons engaged in promoting and empowering persons with disabilities.

**Q 2. What are the 6 categories of National Awards for Individual Excellence?**

**Ans.** The categories of the awards and eligibility under the category of Individual Excellence are given below:

i) Person with any of the specified disabilities under the RPwD Act, 2016 with benchmark of 40% disability or more can submit his/her nomination for any of the following category of awards:-

- a) Sarvshresth Divyangjan
- b) Shresth Divyangjan
- c) Shresth Divyangjan Bal/Balika (upto the age of 18 years)

ii) Person with disability **or** a Person without any disability can submit his/her nomination, if otherwise eligible, for any of the following category of awards:-

- a) Sarvshresth Vyakti- Divyangjano ke Shashktikaran ke liye Karyarath.
- b) Sarvshresth Punarvas Peshevar (rehabilitation professional/worker) – Divyangatha ke Khesotra mein Karyarath.
- c) Sarvshresth Anusandhan/Navpravartan/Utpad Vikas – Divyangatha ke Shashktikaran ke Khesotra mein.

**Q 3. Is it necessary to submit nomination through Award Portal?**

**Ans.** Yes. Nominations submitted on the Award Portal will only be considered for the award.

**Q.4. Can a person submit his/her nomination in physical form/Soft copy direct to the Department?**

**Ans.** No. Nomination for any category of awards is to be submitted on the Award Portal only. Application/Nomination sent direct to the Department will not be considered for the award.

**Q.5 Whether nominations for two or more category of awards is permissible?**

**Ans.:** Separate Nomination for more than one category of award can be submitted if eligible for those categories of awards but only one award can be given in a year. The award to be given will be as decided by the National Selection Committee

**Q. 6 Who can nominate?**

**Ans.** The nomination process is open to the citizens of India. There is a provision of self-nomination and there is also a provision of nomination by others. In no case recommendation of any authority is required.

**Q 7. Is a person with disabilities eligible for all 6 categories?**

**Ans.** Yes, any individual with 40% and above disability can apply for all 6 categories if eligible. However, person without disability is eligible only for 03 category of awards as described in reply to question No. 2 (ii) above.

**Q 8. What is 'National Awards for Institutions engaged in Empowering Persons with Disabilities?'**

**Ans.** National Awards for Institutions engaged in Empowering persons with disabilities are conferred by the Department in recognition of the contribution made by the Government bodies or the private bodies in the field of empowerment of persons with disabilities.

**Q. 9. What are the Award categories of Institutional Empowerment and who can nominate them?**

**Ans.** Following are the award categories under the Institutional Empowerment and provision for who can nominate:-

Sr.No.	Institutional Empowerment category of Award	Who can nominate
i)	Divyangjanon Ke Sashaktikaran Men Karyrat Sarvshrestha Sansthan (Private organizations, NGOs)	Either self nomination or nomination by others.
ii)	Divyangjano Ke Liye Sarvshrestha Niyoktha (Govt. organisation/ PSEs/ Autonomous bodies/ Pvt. Sector)	-do-
iii)	Divyangjano Ke Liye Sarvshresth Placement Agency (excluding Govt./ State Govt./Local Bodies)	-do-
iv)	Sugamya Bharat Abhiyan Ke Karyanvayan/Badhamukta Vatavaran Ke Srijan Mein Sarvshrestha Rajya/UT/Zila	Concerned Department of the State/UT
v)	Sarvshrestha Sugamya Yatayat ke Sadhan/ Soochana Ewam Sanchar Prodyogiki (Govt./Private organization)	Concerned department of the State/UT and in the case of Private Organisation its authorized signatory.
vi)	Divyangjano Ke Adhikar Adhinyam/UDID Evam Divyang Sashktikaran ki Anya Yojanaon ke Karyanvayan Mein Sarvshrestha Rajya/UT/Zila	Concerned Department of the State/UT
vii)	Divyangjano Ke Adhikar Adhinyam, 2016 Ke Apne Rajya Mein Karyanvayan Mein Sarvshrestha Rajya Divayngjan Aayukta	Concerned Department of the State/UT
viii)	Punarvaas Peshewaron Ke Vikas Mein Sanlagn Sarvshrestha Sangathan	Either self nomination or nomination by others.

**Q 10. What is the need of asking ‘Do you have Aadhar’?**

**Ans.** Aadhar Number is required to authenticate the user’s identity. Mobile Number entered should be linked to the Aadhar Number provided by the applicant.

In case the person does not have Aadhar Number, registration can be done by uploading any other Identity document like Driving License, Passport, PAN Card, etc.

**Q 11. How can an Organization/ Individual register itself?**

**Ans. Individuals:**

- Go to Registration/Login Button on the top right corner of the screen.
- Click ‘Individual’ radio button and select nominator type (e.g. Citizen, Chief Minister, Governor, NRI, Foreigner, etc.)
- Fill your First Name, Last Name (as per the Aadhar Number/Valid Identity Proof) and other requisite details, and click ‘Submit Button’.

**Organization:**

- Go to Registration/Login Button on the top right corner of the screen.
- Click ‘Organization’ radio button.
- Select the Type of Organization, fill the Name of Organization, Name of the Authorized Person and other requisite details, and click ‘Submit Button’.

**Q 12. How do I log in?**

**Ans.** On the Home page of the Portal, Click ‘Ongoing Award Nominations’.

- Click ‘View Details’ of National Awards for Individual Excellence Awards.
- Click on the ‘Nominate Now’ button available on Awards details page.
- Enter your Login ID, Password and Captcha. Click ‘Sign In’ button, enter the OTP received and Captcha. Click ‘Submit’ button.

**Q 13. What to do in case you forget your Login Id?**

**Ans.** On the Login page click on ‘Forgot Login Id?’ button. Select the Registration type which you chose at the time of Registration. Enter your registered Mobile Number and given Captcha. Enter the OTP received on the registered Mobile Number. Thereafter Login Id will be sent on your registered Mobile Number.

**Q 14. What to do in case you forget your password?**

**Ans.** On the Login page, click on ‘Forgot Password?’ button, enter your Login Id and the Captcha. Enter the OTP received on your registered Mobile Number. Thereafter you will be able to create a new password.

**Q 15. How would an individual know which field suits the work of the nominee?**

**Ans.** The Award seeks to recognize work of distinction and is given for distinguished and exceptional achievements/service in all fields of activities/disciplines. The field can be chosen keeping in mind the area of work of the nominee.

**Q 16. What is a Subfield?**

**Ans.** Subset of a given field is known as a Subfield

**Q 17. What is self-nomination?**

**Ans.** Self-nomination means any individual who has indicated an interest in being considered for an Award can nominate him/her in the portal by registering themselves.

**Q.18. What is meant by a significant contribution?**

**Ans.** A significant contribution is the result of effort research/product etc. made in specific field of work by the nominee.

**Q.19. What is ‘Impact/Outcome of the work done by a person being nominated’?**

**Ans.** It includes impact in the field of work and social impact done by the person being nominated.

**Q.20. What kind of Award can be written in ‘Previous received Award section’?**

**Ans.** This section allows nominator to enter the details of the Awards received in the past by the nominee. One section allows nominator to enter the details about National Awards for Individual Excellence received in past (i.e. any of the National Award given previously by the Department). If yes, the details

may be submitted in the section provided in the form. The other section allows nominator to enter the details for any other awards received in the past.

**Q. 21 What reply can be given to the question regarding receipt of National Awards for Empowerment of Persons with Disabilities previously?**

**Ans.** Name of the category in which the National Award of the Department of Empowerment of Persons with Disabilities/Ministry of Social Justice & Empowerment was given as also the year in which it was given, to be written in the space provided for giving reply.

**Q.22 What reply can be given for receipt of National Award for Empowerment of Persons with Disabilities, 2021?**

**Ans.** This question will be applicable for the National Awards for Empowerment of Persons with Disabilities for the year 2023 on-wards, as in the drop down box names of National Awards applicable for the year 2021 onwards have been given, hence the reply for the National Awards 2021 or National Awards 2022 will be Not applicable.

**Q 23. Can more than one Award be added in ‘Previous received Award section?’**

**Ans.** Yes, any number of previous awards or honors received by the nominee throughout their field of work can be entered in this section.

**Q 24. What can I upload as Supporting Documents?**

**Ans.** Any document related to the contributions made by the nominee in their field of work needs to be uploaded.

**Q 25. How can I upload a document?**

**Ans.** In the ‘Uploading of Photograph/Other Necessary Documents’ Section, the second part ‘Any Supporting Document (PDF)’ click on ‘Choose File’ Select a PDF file (size of the file should not be greater than 5 MB) to be uploaded.

**Q 26. Why I am not able to upload more than one Document in the Supporting Documents Section?**

**Ans.** Only one document is allowed to be uploaded in the ‘Supporting Document’ Section. However, the Document may contain more than one page.

**Q 27. Can I preview my application?**

**Ans.** Yes, the application can be viewed before final submission.

**Q 28. Can I edit my nomination details after I already filled it?**

**Ans.** Yes, the applicant can edit the information any number of times during the nomination process. However, once the final application is submitted, the information provided by them cannot be edited/modified.

**Q 29. What happens next after I nominate myself?**

**Ans.** All nominations/recommendations received for within the stipulated time are placed before the Screening Committees, constituted by the Department every year for shortlisting of applications and their recommendation for consideration by the National Selection Committee. No Award is conferred except on the recommendation of the National Selection Committee. The recommendations of the National Selection Committee are submitted to the Department for approval. The approved names are uploaded on the web portal of the Department ([www.disabilityaffairs.gov.in](http://www.disabilityaffairs.gov.in)) as also written communication is also sent to the recommended applicants intimating the programme..

**Q 30. What happens after I submit the application?**

**Ans.** After the final submission of the application form, you will receive a confirmation message on the registered Mobile Number: ‘Your Nomination Submitted Successfully with Nomination Id.’ from NATAWD.

**Q 31. I have submitted the application form but have not received the confirmation? What should be done in this case?**

**Ans.** To review the confirmation status of the application form, an individual can log in again using their previous login credentials and can see the confirmation status. Also, the Helpdesk may be contacted for any other assistance.

**Q 32. Do I need to upload a disability certificate?**

**Ans.** Yes. Application for National Awards for the category of Awards pertaining to persons with disabilities disability certificate issued by a prescribed medical authority indicating the disability and the percentage of disability needs to be mentioned in the application and uploaded with the application. Application for National Award of persons with disabilities without disability certificate will not be considered.

**Q 33. Is submission of photo for any category of Individual Excellence of Awards is mandatory?**

**Ans.** Yes. Soft copy of Passport size photograph with high resolution is to be submitted/uploaded in the nomination form.

**Q.34. Are documents relating age, education, achievements, Awards are to be uploaded?**

**Ans.** Supporting documents of achievements if any are to be uploaded in the space provided for supporting documents.