



दीन दयाल उपाध्याय कॉलेज
DEEN DAYAL UPADHYAYA COLLEGE
(दिल्ली विश्वविद्यालय) (UNIVERSITY OF DELHI)

दिल्ली रा. रा. क्षेत्र सरकार द्वारा 100% वित्त पोषित, 100% funded by Govt. of NCT of Delhi
सेक्टर - 3, द्वारका, नई दिल्ली Sector-3, Dwarka, New Delhi – 110078
दूरभाष/Tel. 011- 41805580, 45051037, Website: <https://dducollegedu.ac.in>



No. DDUC/Best N.T. Award/2026/88

Dated: 03.09.2026

NOTICE

Self-Nominations are invited from permanent Non-Teaching Staff Members of the college for Best Non-Teaching Award for the year 2025-26. Interested Staff Members may apply in the prescribed format latest by 30.09.2026.

Guidelines and prescribed format notified vide Notification dated 13.07.2023 are appended herewith.

The same should be submitted in a sealed enveloped marked confidential to the undersigned.


PRINCIPAL

Copy to: All concerned.



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Dated: 13.07.2023

NOTIFICATION FOR BEST NON-TEACHING STAFF AWARD

The Governing Body has instituted “Best Non-Teaching Staff Award” amounting to ₹21,000/- plus citation and certificate to be given to such Non-teaching Staff who is selected for the same every year.

For being eligible for the award Non-Teaching Staff member must be having APAR grading at least “Very Good” for the last three years.

The Self-nomination shall be made in the prescribed format (*Annexure-I*) appended with this Notification and be submitted via email as PDF file at principaldducollege@ddu.du.ac.in, along with all supporting documents.

This will be applicable w.e.f. the financial year 2023-24 for which nominations will be invited in the month of September/October 2024.


OFFICIATING PRINCIPAL



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Performa to be filled by the Applicant for Best Non-Teaching Award

Name of the Employee :

Designation :

Department :

Kindly write your contributions in maximum 200 words for each of the following:

1. Honest and Sincere Discharge of Duty

2. Behavior towards Stakeholders (i.e. Students, Teaching and Non-Teaching Staff, Others etc.)

3. Notable Contribution in the growth of the College

4. Any other information to be considered towards the award

Signature of the Applicant