<u>Process for Padma Awards</u>

Nominations may be sent through online mode only with the following URL:

http://www.padmaawards.gov.in

- The steps in this regard are as under :-

- **For Nomination (By citizen) process, please follow the given steps:**

  1. Go to **Nomination** and choose **BY CITIZEN** option.
  2. Now register yourself with valid details for further process.
  3. If you have already registered, proceed to login.
  4. After successful registration and login process, follow the user-menu to nominate yourself.
  5. Upload the relevant **documents** (in PDF format) wherever required.
  6. After filling all the required details, you have to save the form as draft.
  7. In nomination process, after **Final Submission** you cannot edit/modify the details.

- **For Recommendation (By Authorities i.e.** all State / UT Governments, Ministries/Departments of the Government of India, Bharat Ratna and Padma Vibhushan awardees, Central/State Ministers, Chief Ministers/Governors of State, Members of Parliament etc.) **process, please follow the given steps:**

  1. Go to **Nomination** and choose **BY AUTHORITY** option.
  2. Now select the authority type and proceed to registration process.
  3. If you have already registered, proceed to login.
  4. After registration, make a search for any existing (desired) nomination. If searching parameters does not find you result, then you can proceed to new nomination process.
  5. After filling all the required details, you have to save the form as draft.
  6. In nomination process, after **Final Submission** you cannot edit/modify the details.
  7. If in search result, there is an existing nomination to which you want to recommend, select the nominee and proceed for uploading the recommending letter/documents (in PDF format) and **citation** for the nominee if any.

The last date for online nominations for the Padma Awards 2017 is September 15, 2016. Nominations received offline mode will not be considered.

1. Letters to Secretaries of all Ministries/Departments of Govt. of India

2. Letters to Chief Secretaries/Administrators of all States/UTs government

3. Letters to all Institute of excellence

4. Letters to all Bharat Ratna and Padma Vibhushan awardees