

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 objects and bye-laws)
5. Name of the parent Organisation 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.