


Under Privileged Advancement by Youth

 Registered under the Bombay Public Trusts Act, 1950 (Reg No: F-14212) & Societies
 Registration Act, 1860(Reg No: MAHARASHTRA/268/2011/BHANDARA)
 NITI AYOJ Registration ID: MH/2011/0046244

Ref no: UPAY/HR/22/04

21.01.2022

Awards and Accolades								
S.No	Name of Awards	Frequency	Category	Number of Awards	Eligibility	Nomination by	Certificate to be issued by	Recognition
1	Change maker of the month	Month	Center Volunteer	1 (Every Zone)	Volunteer/ Volunteer teachers	Zonal Teams and Centre Head	Zonal Director	Certificate
			Center Teachers	1 (Every Zone)	Paid Teachers/ Staff	Zonal Teams and Centre Head		
2	Volunteer Excellence Awards (Min 3 months association)	Quarterly	Center	2 (across UPAY)	Change Maker Awardee	ZD	Chairman	Framed Certificate, Trophy
			Zonal	2 (across UPAY)	Zonal Secretaries & Center Heads	ZD		
			Functional	2 (across UPAY)	Functional Secretaries and Central team	FD		
3	Employee Excellence Awards (Min 3 months association)	Quarterly	Center	1 (across UPAY)	Change maker Awardee	ZD	Chairman	Framed Certificate, Trophy
		Half Yearly	Zonal	1 (across UPAY)	Zonal Coordinators	ZD/RC		
		Half Yearly	Functional	1 (across UPAY)	Functional Leads & Regional Coordinators	ZD/FD/ Chairman		
4	President Awards (min 1 year of association)	Annual	Center	1 (across UPAY)	Employee Excellence Awardee	Auto nomination	Chairman	Framed Certificate, Trophy
			Zonal+ Functional	1 (across UPAY)	Employee Excellence Awardee			
			Center	1 (across UPAY)	Volunteer Excellence Awardee			
			Zonal	1 (across UPAY)	Volunteer Excellence Awardee			
			Functional	1 (across UPAY)	Volunteer Excellence Awardee			
5	Bravery Award	Annual	All Volunteers/ Paid staff	2 (across UPAY)	—	ZD/FD	Chairman	Framed Certificate, Trophy

Other Awards and Accolades								
S.no	Name of Award	Frequency	Eligibility	Nomination by	Criteria	Approved by	Certificate by	Remarks
1	Appreciation Letter	Anytime	All	Reporting officer	Exemplary work	ZD/FD/Chairman	ZD/FD/ Chairman	Records to be kept and HR to be kept in loop
2	Thank you Notes	Anytime	All	-	When Someone goes beyond their working zone and help others	Anyone	Anyone	Printed copy to be given in same zone and digital note in other zone
3	Most Innovative Teacher	Annual	Footpath Shala Teacher	ZS Operations/ Centre head	Innovative way to teach and improvement in students	ZD	ZD	1 award per zone. Framed Certificate and Trophy
4	Best Teacher	Annual	Reach & Teach Teacher	ZS Operations/ Centre head	Based on improvement in performance of students in schools and UPAY test	ZD	ZD	1 award per zone. Framed Certificate and Trophy
5	Most Innovative Zone	Annual	All Zones	FD/Chairman	Innovative project to be implemented in the zone. Report to be submitted with assessment and impact	FD/chairman	Chairman	Trophy
6	Best Attendance	Annual	Paid Staff (01 Teacher and 01 ZC+RC+FL)	ZS HR/ZD/ FD/Chairman	Least number of (Casual Leaves+Sick leaves)	ZD/FD/Chairman	Chairman	Monetary award, Rs 2000, Trophy
7	Best Centre Award	Annual	All centres	Zonal team		ZD	Chairman	Trophy

Awards to be declared on UPAY Annual Program (So cycle will Sept-Aug)	
1	President Award
2	Bravery Award
3	Most Innovative Teacher
4	Best Teacher
5	Most Innovative Zone
6	Best Centre Award

This circular has approval of Competent authority.

Bhaskar Maheshwari
 Co-Director (HR)

 Distribution:
 Employees (Full Time and Part time)
 Executive Body members
 Volunteers
 Zonal Team