

**OFFICE OF THE PR.ACCOUNTANT GENERAL (AUDIT-I) WEST
BENGAL**

**TREASURY BUILDINGS, 2 GOVT. PLACE (W),
KOLKATA - 700001**

ADMINISTRATION - 3
OFFICE CIRCULAR

No. Admn.III/5-12/Pen/Misc/ 45

Date: 27.01.2026

With a view to leveraging improved governance through sharing of experiences by retiring and retired employees, an online portal '**Anubhav**' was launched in 2015 by the Department of Pension and Pensioners' Welfare (DOPPW) under the Ministry of Personnel, Public Grievances and Pensions. This portal aims to provide an online system to the retiring/retired employees for showcasing their commendable work during service. Thereafter to incentivize and encourage them, an Annual Award Scheme for sharing their experiences through write ups was also introduced.

The employees who have retired or going to retire during the period from 31.10.2025 to 31.05.2026 may submit Anubhav write up for **National Anubhav Awards Scheme, 2026** within 31st March 2026. All Anubhav write ups published on the Anubhav Portal between April 1, 2025 and March 31, 2026 would be considered for the Anubhav awards/Jury Certificates, 2026.

Copy of the Scheme documents featuring detailed guidelines including eligibility criteria, process of submission of write-ups etc., forwarded vide Headquarters' Office Circular No. 2-Staff Entt.-II/2026 and 6-Staff Entt.-II/70-2023 dated 16.01.2026 are enclosed herewith.

In order to ensure wider participation, all Branch Officers of this office are requested to bring this to the notice of all concerned attached to their respective Groups/ Wings/ Sections and encourage them to submit their experiences through Anubhav Portal of Government of India.

This issues with the approval of Sr. Dy Accountant General (Admn).

Sr. Audit Officer (Admn. 3)

Copy forwarded through E-mail for information and necessary action to:-

1. Secretary to Principal Accountant General (Audit-I), West Bengal, Kolkata
2. Secretariat to DAG(AMG-I & Admn.)/DAG (AMG-II)/DAG(AMG-III)/DAG(AMG-IV)
3. Sr.AO (Welfare)
4. All Branch Officers of this office.
5. Sr. AO (Admn.), Office of the Principal Accountant General (Audit-II), West Bengal, CGO Complex, 5th floor, Salt lake, Kolkata-700064
6. **Sr. AO (EDP) - It is requested to publish the matter in this office Website.**
7. Hindi Section, for translation in Hindi.
8. Secretary, Category-I/II/III Association, O/o the Principal Accountant General (Audit-I), West Bengal and Office of the Principal Accountant General (Audit-II), West Bengal.

**Circular No. -2-Staff Entt.II/2026
No. 6 -Staff Entt.II/70-2023**

भारत के निदेशक-महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110 124



OFFICE OF THE COMPTROLLER &
AUDITOR GENERAL OF INDIA
9, DEENDAYAL UPADHYAYA MARG,
NEW DELHI - 110 124

Sr. DAG (Admin) [Signature]
13/1/26

दिनांक / DATE **6 JAN 2026**

SAO/Admn-III

To

**All Head of the Offices in IA&AD,
Director (P)**

Sub: Reaching out to the pensioners and soon to be retiring employees under Anubhav Outreach Campaign, 2025-26.

Sir/Madam,

A reference is invited to Circular No. 36/Staff Entt-II/2025 issued vide letter No. 103/Staff Entt-II/70-2025 dated. 13.10.2025.

2 DoPPW has forwarded a list of 1093 employees of our department, who have either retired or are going to be retire during the period from 31.10.2025 to 31.05.2026, which is placed at Annexure-A

3. Department has also prepared a booklet in the form of PPT containing the basic details of the scheme, process of filing the write-up and a draft invitation to maximize the Anubhav write-ups under the ongoing campaign.

4. Therefore, it is requested to reach out to the employees/pensioners (as per Annexure A) belonging to your office and send the booklet including the name of the officials/officers in the draft invitation, through email or and other mode to the officials/officers, who either have retired or are going to retire, between October, 2025 and May, 2026.

Your faithfully

[Signature] 16/1
Sr. DAG (A2)
DAG (LAD)

[Signature] Suchitra

Senior Admn. Officer/Staff Entt.2

Amritav S
Sarkar

Mr. A. G.'s Secretariat
Date of receipt 19/1/2026
Diary No. 265
19-01-2026

Sr. DAG (Admin. & Attn-I) / Sectt. / 953
Dy. Secy. to DAG (Admin. & Attn-I) / Sectt. /
Date 19-01-2026 Time 12:10Pm
[Signature]

भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110 124



OFFICE OF THE COMPTROLLER &
AUDITOR GENERAL OF INDIA
9, DEENDAYAL UPADHYAYA MARG,
NEW DELHI - 110 124

दिनांक / DATE **6 JAN 2026**

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Your faithfully

Suchitra

Senior Admn. Officer/Staff Entt.2



राष्ट्रीय अनुभव पुरस्कार

NATIONAL ANUBHAV AWARDS



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The logo is circular with a central emblem featuring a lion and a wheel. The text 'NATIONAL ANUBHAV AWARD' is at the top, 'DEPARTMENT OF PENSION & PENSIONERS WELFARE' is at the bottom, and the motto 'सत्यमेव जयते' is in the center.

INVITATION



सत्यमेव जयते

भारत सरकार
GOVERNMENT OF INDIA

Ministry of Personnel, Public Grievances & Pensions
Department of Pension & Pensioners' Welfare

Warmly Solicits

....Name with Designation.....

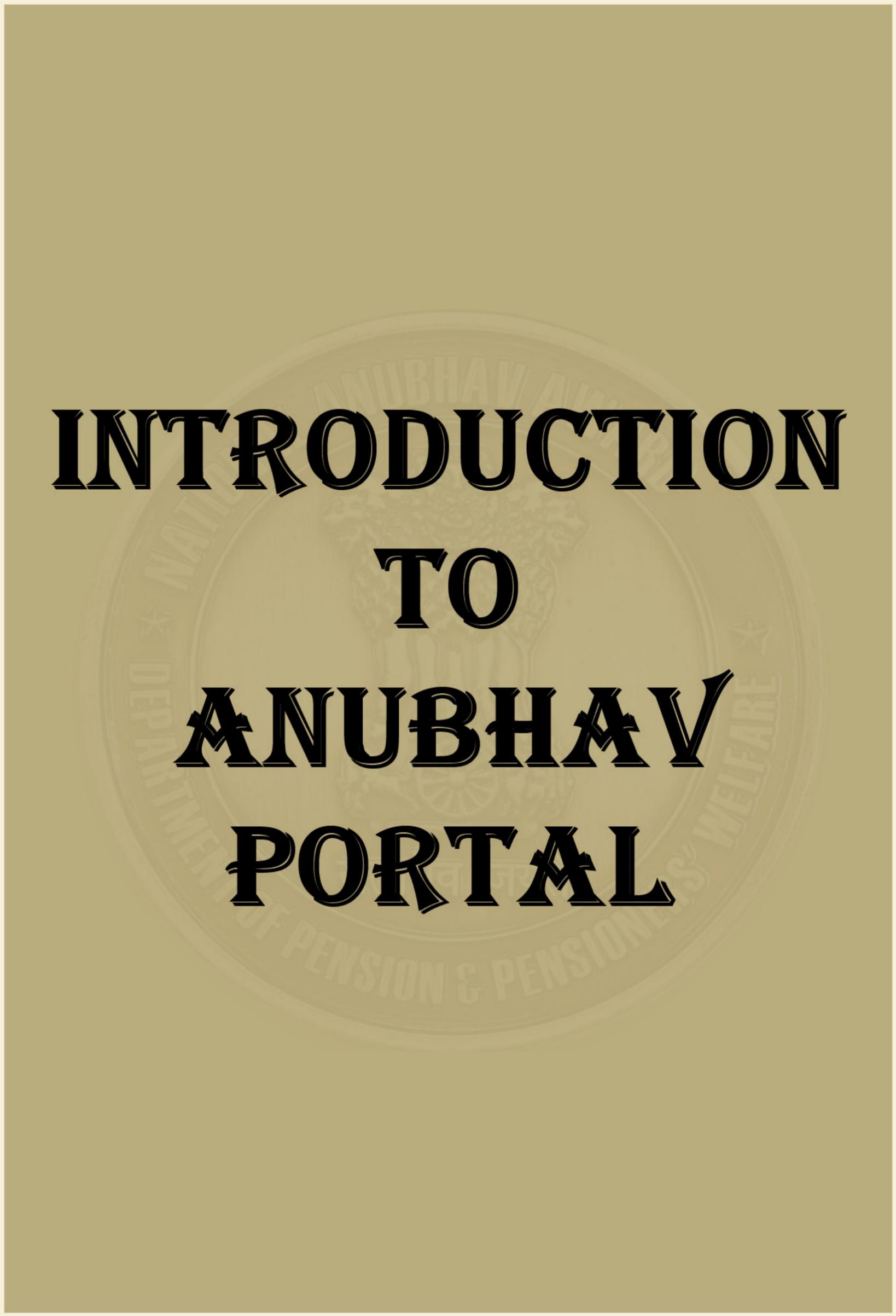
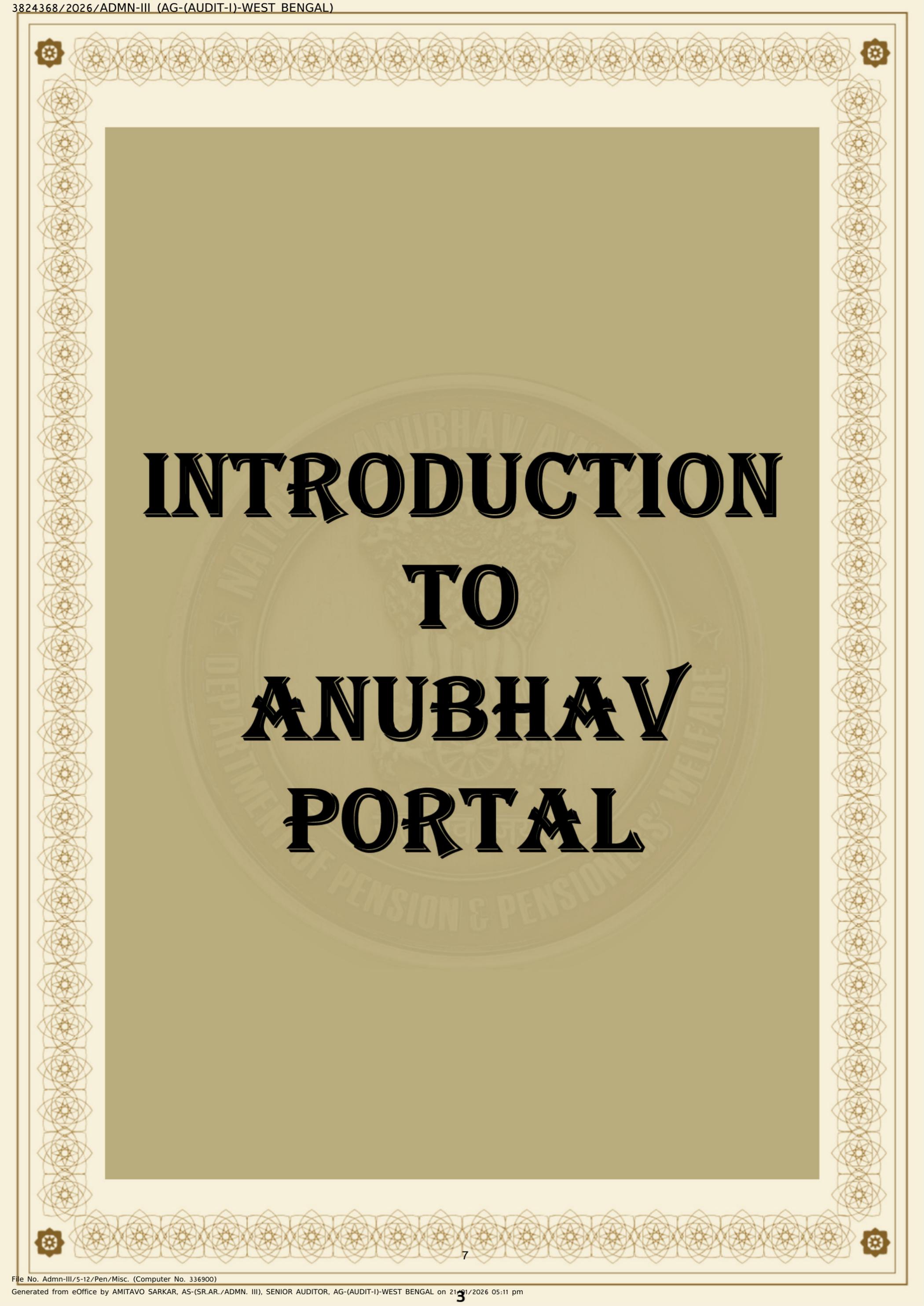
To share his rich and varied experiences,
while serving the Nation in various
capacities on

Anubhav Portal

Under the aegis of
National Anubhav Awards Scheme, 2026

For more details, please scan the QR code





INTRODUCTION TO ANUBHAV PORTAL

The Anubhav Portal was launched by the Department of Pension and Pensioners' Welfare at the behest of our visionary Prime Minister in March, 2015 to provide an online system to the retiring and retired employees for showcasing their commendable work during service. Their experiences of working in the Government and their suggestions in these write ups provide an opportunity for improvement in governance.

The portal has celebrated its illustrious 10 years in 2025 with more than 12,500 write-ups published on the portal, showing the growing role of this portal. Till 2025, 64 Anubhav Awards and 29 Anubhav Jury Awards have been conferred in 8 ceremonies.

In recent years, several initiatives have been undertaken to realize the objectives behind the portal. In 2022, Anubhav Awardees' Speak, a webinar series was introduced, wherein the Awardees address the soon-to-be-retiring employees and share their experiences and also encourage them for participation in the scheme. In 2023, 10 Anubhav Jury Awards, apart from 05 Anubhav Awards were introduced to ensure wider participation. Also, specific number of awards were assigned to the three pay scale groups to ensure participation even from lower rung officials. In 2024, parameter specific marking system was introduced for bringing objectivity in the assessment process and employees of 12 Public Sector Banks and Central Public Sector Enterprises were also included in the scheme for an increased participation. In 2025, specific marks to the 'feedback/suggestions' have been assigned in the marking system.

**OVERVIEW OF
NATIONAL
ANUBHAV
AWARDS
SCHEME, 2026
FLYER**

ELIGIBILITY

- 01** Employees/Pensioners of Central Government, Central Public Sector Enterprises (CPSEs) and Public Sector Banks (PSBs) are eligible for submitting their write-ups. The concerned administrative Ministry/Department under which CPSEs/PSBs fall, will manage the submission and publication of write-ups.
- 02** The employees who are going to retire in next 8 months or pensioners who have retired in the period not more than 3 years. It is independent of the financial year.

TIME PERIOD & DISTRIBUTION

- 03** All Anubhav write-ups published on the Anubhav Portal between 1st April, 2025 and 31st March, 2026 will be considered for the Anubhav Awards/Jury Certificates, 2026.
- 04** The pay scale wise division of the 05 Anubhav Awards and 10 Jury Certificates is as under:

S.no.	Pay scale as per CDA#	Anubhav Awards	Jury Certificates
1	1-6	1	2
2	7-12	2	3
3	13-17	2	5

#Equivalent Pay scales in IDA pay scales or PSB Pay scales

MARKING SYSTEM

CDA PAY SCALE 1-6

S.no.	Criteria	Jury Certificate
1	Content	10
2	Exceptional work	10
3	Medal/Certificate etc.	10
4	Feedback/Suggestions	10
TOTAL MARKS		40

CDA PAY SCALE 7-12

S.no.	Criteria	Jury Certificate
1	Content	10
2	Writing Skills	05
3	Innovation or Out of box thinking	05
4	Medal/Certificate etc.	10
5	Feedback/Suggestions	10
TOTAL MARKS		40

CDA PAY SCALE 13 & ABOVE

S.no.	Criteria	Jury Certificate
1	Content	05
2	Writing Skills	05
3	Innovation or Out of box thinking	10
4	Medal/Certificate etc.	05
5	Display of leadership quality	05
6	Feedback/Suggestions	10
TOTAL MARKS		40

#Equivalent Pay scales in JDA pay scales or PSB Pay scales

READ BEFORE SUBMITTING WRITE-UP

01 Type: <https://pensionersportal.gov.in/anubhav/>

02 Read National Anubhav Awards Scheme, 2026, available on Anubhav Portal

03 Click: 'Employee Anubhav' Button

04 Read Instructions for submitting write-ups

05 Fill in the personal details including PAN and mobile number

06 Read para 6 of National Anubhav Awards Scheme, 2026 for marking system

07 Write 'Anubhav' and/or attach pdf file upto 5MB, if any

08 Read the Submission carefully

09 Click : 'Submit' Button

10 Message regarding submission of write-up will be received on mobile number

In case of employees/pensioners of CPSEs & PSBs

- a) Select your Ministry/Department
- b) Select Service - CPSE-PSU Service or PSB-Banking Service
- c) Select your CPSE/PSB
- d) Select Grade Pay/Level equivalent to your IDA/PSB Pay scale

PROCESS OF PUBLICATION OF ANUBHAV WRITE-UP

- ▶ The submitted write-up is sent to the concerned Ministry/Department.
- ▶ Nominated HOO and HOD verify the content of the write-up.
- ▶ It is ensured that the write-up does not contain details contrary to the 'declarations' as mentioned on the Anubhav portal.
- ▶ The final authority to publish the write-up is HOD of concerned Ministry/Department.

PROCESS AFTER PUBLICATION

- ▶ Published write-up is subjected to 2-tier examination process by DOPPW.
- ▶ Marks are assigned as per marking system.
- ▶ 05 Best write ups are selected for Anubhav Awards and other 10 outstanding for Jury Certificates.
- ▶ Anubhav Award Winner : Medal, Certificate and Cash prize of ₹ 10,000/-
- ▶ Jury Certificate winner: Medal and Certificate.
- ▶ The winners are conferred by Hon'ble MOS (PP) at the national level event.

GLIMPSES OF NATIONAL ANUBHAV AWARDS CEREMONIES



2025



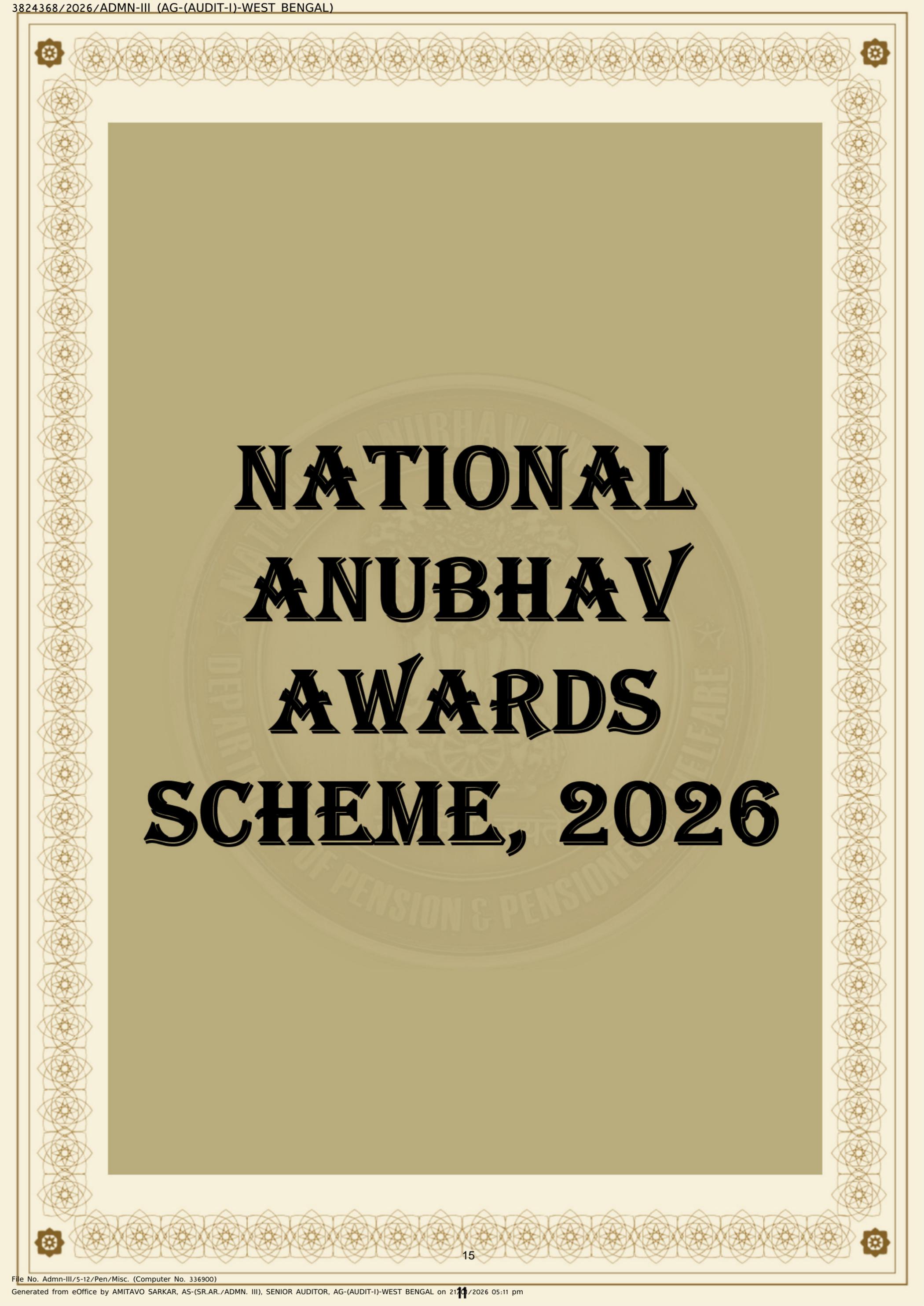
2024



2023



2022



NATIONAL ANUBHAV AWARDS SCHEME, 2026



भारत सरकार/Government of India

कार्मिक लोक शिकायत और पेंशन मंत्रालय/ Ministry of Personnel, Public Grievances and Pensions

पेंशन और पेंशनभोगी कल्याण विभाग/ Department of Pension and Pensioners' Welfare

NATIONAL ANUBHAV AWARDS SCHEME, 2026

On the directions of the Hon'ble Prime Minister of India, Department of Pension & Pensioners' Welfare had launched an online platform 'Anubhav' in March 2015 for sharing the experiences of retiring/retired government employees while working with the Government. It is a scheme for retiring/retired employees to showcase their significant achievements during service period. The platform serves as a repository of practical insights and replicable best practices that can guide and inform future governance. This will prove an invaluable tool for documenting the administrative history of India through personal memoirs.

2. Thereafter, an Annual Awards Scheme to incentivize and encourage retiring/retired employees to submit their experience through write-ups was introduced in 2015. 59 Anubhav Awards and 19 Jury Certificates have been conferred till 2024 and 5 Anubhav Awards and 10 Jury Certificates for 2025 will be conferred. Further, enriching the 'Anubhav' initiative, the Department of Pension & Pensioners' Welfare (DOPPW) organizes a monthly webinar series titled 'Anubhav Awardees' Speak'. This platform features selected awardees who have contributed exceptional write-ups to the Anubhav portal. Through these sessions, awardees share their insightful experiences, innovative practices, and noteworthy contributions made during their tenure in government service. Hitherto, 21 webinars have been held in which 30 Awardees have presented their experiences.

3. NATIONAL ANUBHAV AWARDS SCHEME, 2026

3.1 For the year 2026, the scheme aims to recognize the contribution of eligible Government employees in the following categories:

- i. Accounts
- ii. Administration
- iii. Good Governance
- iv. Government process re-engineering
- v. Information Technology
- vi. Research
- vii. Simplification of procedures
- viii. Learning from Failures
- ix. Public Dealing
- x. Contribution to his/her field work
- xi. Instances of great strength/valor/bravery
- xii. Constructive feedback or suggestion to improve the line of work, he/she was part of; and
- xiii. Any other category decided by the Committee

3.2 For the year 2026, it has been decided to confer Anubhav Awards to 5 (five) best write-ups and 10 (ten) Jury Certificates will be presented to other outstanding write-ups to promote wider publicity and participation in National Anubhav Awards scheme, 2026. Assessment of the write-ups would be structured on premises as stated in para 6 of the Scheme.

3.3 The Awards shall be conferred by Hon'ble MOS (PP) at a National Level event.

4. ELIGIBILITY

The employees of Central Government, Central Public Sector Enterprises (CPSEs) and Public Sector Banks who are going to retire in next 8 months or who have retired within 3 years are the 'eligible employees' for the submission of Anubhav write ups. All the Anubhav write-ups published on the Anubhav Portal between the period 1st April, 2025 and 31st March, 2026 will be considered for the Anubhav Awards/Jury Certificates, 2026 under National Anubhav Awards Scheme, 2026.

5. ROLE AND RESPONSIBILITIES OF THE MINISTRY/DEPARTMENT/ ORGANISATION

5.1 Initiatives should be taken to sensitize the retiring or retired employee for submitting their write-ups through SMSs and emails. FAQs, steps to fill Anubhav write-up, selected write-ups for guidance, short film on Anubhav Awardees and citation booklets have been put up on the Anubhav Portal. Their adequate publicity may be done amongst the eligible employees.

5.2 The HOOs and HODs should act upon the write-ups reflected under the head- 'Write-ups Yet to be Published' on the Anubhav Portal on regular basis.

5.3 HOO and HOD may refer the FAQs put up under the Head- 'Organization' on the Portal.

6. PROCESS OF SHORTLISTING ANUBHAV AWARDS AND JURY CERTIFICATES

Step 1- The eligible retiring or retired government employee can visit the Anubhav Portal at the following URL: <https://pensionersportal.gov.in/Anubhav/>. Thereafter, basic details along with the write-ups, not in more than 5,000 words and appropriate attachments, wherever required, shall be submitted by the retiring/retired government employee on the Portal. At this stage, the write ups will be visible under the category of 'Write-ups yet to be published' on the Anubhav Portal.

Step 2- The write ups so submitted shall be assessed and approved by concerned Ministry/Department/Organization. After approval, the write-ups shall be visible under the category of 'Write-ups published' on the Anubhav Portal.

Step 3- Selection process: The published write-ups will be divided into three categories and the same would be examined for 05 Anubhav Awards and 10 Jury certificates. The category wise division of the Anubhav Awards and Jury Certificates is as under:

S.no.	Pay scale	Anubhav Awards	Jury Certificates
1	1-6	1	2
2	7-12	2	3
3	13-17	2	5

Thereafter, the write-ups will be subjected to 2- tier examination.

Tier-I: Screening of the published write ups shall be done by the Screening Committee(s) in the Department of Pension & Pensioners' Welfare. In this process, the write-ups will be examined on following criteria:

Pay scale 1-6:

S.no	Criteria	Maximum marks
1	Content	10
2	Exceptional work	10
3	Medal/Certificate etc.	10
4	Feedback/Suggestions	10
Total marks		40

Pay scale 7-12:

S.no	Criteria	Maximum marks
1	Content	10
2	Writing Skills	05
3	Innovation or Out of box thinking	05
4	Medal/Certificate etc.	10
5	Feedback/Suggestions	10
Total marks		40

Pay scale 13 and above:

S.no	Criteria	Maximum marks
1	Content	05
2	Writing Skills	05
3	Innovation or out of box thinking	10
4	Medal/Certificate etc.	05
5	Display of leadership quality	05
6	Feedback/Suggestions	10
Total marks		40

Tier-II: Next round of shortlisting for the 5 (five) Anubhav Awards and 10 Jury Certificates shall be done by an Evaluation Committee (EC), chaired by the Joint/Additional Secretary (Pension & PW). The Composition of Evaluation Committee (EC) is as below:

Joint/Additional Secretary(P&PW)), DOPPW	Chairperson
Director/ Deputy Secretary DOPPW	Member Secretary
Director/ Deputy Secretary DOPPW	Member
Director/ Deputy Secretary, DOPPW	Member
Director/ Deputy Secretary, DOPPW	Member
Director/ DS level officer nominated by DOPT	Member
Director/ DS level officer nominated by DARPG	Member

Step 4- Evaluation Committee will finalize name of awardees and later 'No Objection Certificates' (NOCs) of the selected awardees will be obtained from concerned Ministry/ Department/Organization and IB.

Step 5- Recommendations of the Evaluation Committee, after approval of Secretary (Pension & PW) and necessary clearances, shall be put up to the Hon'ble MOS (PP) for approval.

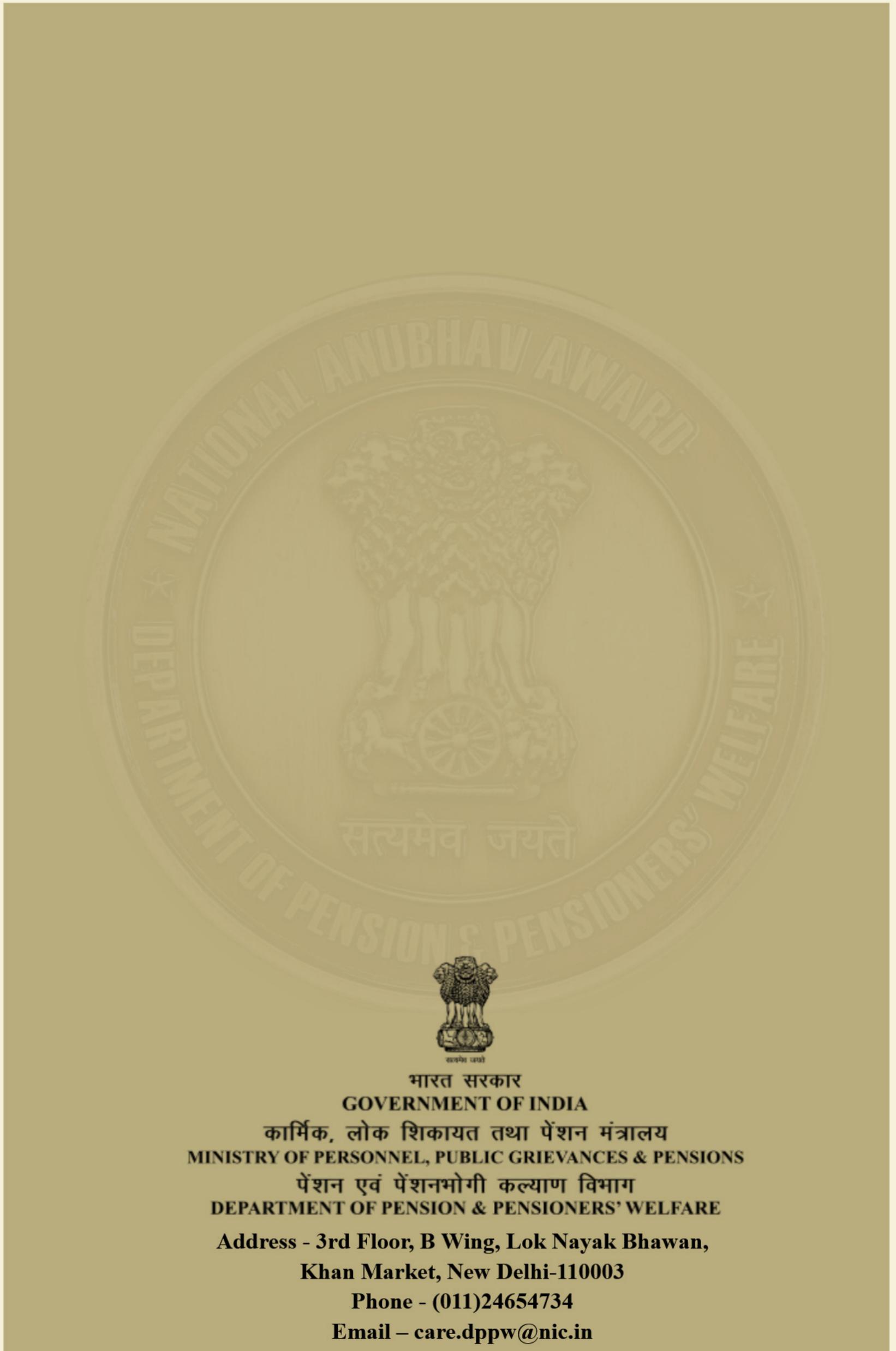
7. DETAILS OF AWARD AND OTHER ENTITLEMENTS

7.1 Each Anubhav Awardee will be felicitated with a Medal, a Certificate and a Cash Prize of Rs. 10,000/- (remitted through digital transfer to Awardees account) whereas a Jury Certificate Winner will be presented with a Medal and a Certificate.

7.2 Travelling Allowance: TA to the Anubhav Awardee/Jury Certificate Winner (as per last entitlement) and one accompanying person, travelling for Award ceremony to New Delhi and back, will be reimbursed by DOPPW to them as per existing TA/DA Rules.

7.3 Accommodation in New Delhi: Concerned Ministry/ Department/ Organization will arrange accommodation for Anubhav awardee/Jury Certificate Winner and accompanying persons (if any).

8. With respect to the National Anubhav Awards Scheme, 2026, the decision of the Department of Pension & Pensioners' Welfare, Ministry of Personnel, Public Grievances and Pensions, Government of India shall be final.



सत्यमेव जयते

भारत सरकार

GOVERNMENT OF INDIA

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS

पेंशन एवं पेंशनभोगी कल्याण विभाग

DEPARTMENT OF PENSION & PENSIONERS' WELFARE

Address - 3rd Floor, B Wing, Lok Nayak Bhawan,

Khan Market, New Delhi-110003

Phone - (011)24654734

Email – care.dppw@nic.in