

**OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL (A&E) HARYANA,
CHANDIGARH**

OFFICE ORDER

Subject: Anubhav Awards Scheme, 2026.

Headquarters, vide Circular No. **36-Staff Entt.-II/2025** issued under No. **103/Staff Entt.-II/70-2025 dated 13.10.2025**, has conveyed that the **Anubhav Portal** was launched by the Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Pension & Pensioners' Welfare in March 2015. The portal enables retiring Government officials to record and share their experiences during their service tenure. To promote participation, an **Anubhav Award Scheme** was introduced in the same year.

As per the **Anubhav Award Scheme 2026** guidelines issued by the Ministry, employees of the Central Government, Central Public Sector Enterprises (CPSEs) and Public Sector Banks who are due to retire within the next eight months or have retired within the preceding three years are eligible to submit their Anubhav write-ups. All write-ups published on the Anubhav Portal between **1st April 2025 and 31st March 2026** shall be considered for selection under the **National Anubhav Awards Scheme 2026**.

Eligible retiring or retired employees may visit the Anubhav Portal at <https://pensionersportal.gov.in/Anubhav/> to submit their write-ups (not exceeding 5,000 words) along with relevant attachments. Instructions for submitting Anubhav write-ups are enclosed herewith, and a YouTube link (https://www.youtube.com/watch?v=NWa7u_b1i9A) demonstrating the submission procedure is also shared for guidance.

After submitting the write-up on the Anubhav Portal, the concerned employee is requested to inform the **Administration-III Section**, as **Appreciation Certificates** shall be issued to employees who successfully submit their write-ups.

All retiring employees up to March 2026 are hereby encouraged to go through the Anubhav Award Scheme 2026 guidelines and submit their write-ups on the Anubhav Portal.

The **General Administration (Welfare) Section** shall ensure adequate publicity of the **Anubhav Award Scheme 2026** during the farewell functions of retiring employees and encourage their participation in the Scheme.

Digitally signed by
Sr. Dy. Accountant General (Admn.)
Veenus Chaudhary

Date: 23-10-2025

No. Admn-3/Anubhav Awards/2025-26/840 ^{12:36:22} **Dated: 23-10-2025**

Copy of the above forwarded to the following through Internal office reference for information and necessary action:-

1. Secretary/P.A. to the Principal Accountant General.
2. P.As. to all Group Officers.
3. All Branch Officers.
4. AAO, General Administration (Welfare) Section.
5. Administration-1, WM (A), ITA & Hindi Cell for translation.
6. All employees who are due to retire up to March, 2026.
7. Notice Board.

Instructions for submitting write-ups of Anubhav

1. Type URL: <https://pensionersportal.gov.in/anubhav/>
2. Click '**Employee Anubhav**' button
3. Enter your Full Name (Title, Name).
4. Select your Ministry/Dept/Organisation as '**Comptroller & Auditor General**'
5. Select Service as '**GCS – General Central Service**'
6. Enter your Designation
7. Select Pay Level
8. Enter your Mobile Number
9. Enter your Permanent Account Number (PAN)
10. Enter your Email ID.
11. Enter Office Address/Office Name as '**O/o Pr. Accountant General (A&E) Haryana, Sector-33B, Chandigarh**'.
12. Enter your Residential Address.
13. Upload your photograph in ".jpg" format of max file size 50 KB, if any.
14. Enter Anubhav to be highlighted (in 20000 characters) * allowed character [A-Z,0-9,./&()-+].
15. Upload your document in ".pdf" format of max file size 5 MB, if any.
16. Upload your Audio file of max file size 3 MB, if any.
17. Enter Suggestions (if any) (in 2000 words).
18. Select Category of work.
19. Choose Skills.
20. Select **Yes/No** whether willing to volunteer for social work.
21. Select **Yes/No** whether you want to receive feedback through e-Mail.
22. Kindly read the declarations and Click on **I Accept**.
23. Enter Security Code displayed in image in the form.
24. Review the details entered in form by you before press the **SUBMIT** button.



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 Certificate
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 (PP) DOPPW	Member Secretary
Director/ Deputy Secretary (PW) 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.

ANUBHAV PORTAL

Frequently Asked Questions **(Pensioners)**

INTRODUCTION

(1) What is Anubhav Portal?

A. Anubhav Portal is an initiative launched by the Government of India at the behest of the Hon'ble Prime Minister of India in the year 2015, to provide a platform for retiring/retired Government employees to share their valuable experiences and insights gained during their service tenure. The URL link is <https://pensionersportal.gov.in/anubhav/>

(2) How can one approach for any enquiry regarding Anubhav Portal?

A. You can approach via email communication, to be sent to helpdesk-anubhav@nic.in.

SUBMISSION OF ANUBHAV WRITE-UP

(3) Who can submit the write-up on the Anubhav Portal and within which time period?

A. The Anubhav write-up can be submitted by the Central Government employees within the time period starting **from 8 months prior to their retirement till 1 year of their retirement.**

(4) What is the procedure for submitting Anubhav write-up?

A. The step wise process is as under:

I.	Please visit portal- https://pensionersportal.gov.in/anubhav/
II.	Please click on 'Employee Anubhav' tab
III.	Please read carefully the instructions for submitting Write-ups on Anubhav Portal
IV.	Please fill the personal details and Anubhav write-up and upload document in PDF, if any
V.	The write-up will be shown under the category- 'Write-ups yet to be published'

(5) Is there any word limit prescribed for Anubhav Write-up?

A. Yes, the prescribed word limit is 5000 words.

(6) Can the write-up be edited or re-edited after submitting on Anubhav Portal?

A. Yes. It can be done by clicking on Menu option –'Employee Anubhav' on Home Page. Thereafter, please click on 'Click Here' under the heading 'Personal details'.

(7) What are the different categories under which a retiring/ retired employees can share their write-ups on Anubhav Portal?

A. On the Anubhav Portal, experiences under 15 different categories can be shared, which are as under:

I.	Accounts	IX.	Public Dealing
II.	Admin work	X.	Contribution to his/her field work
III.	Good Governance	XI.	Development of personal traits while in service
IV.	Government process re-engineering	XII.	Disclosure of experience for the knowledge of others

V.	Information Technology	XIII.	Instances of great strength/valor/bravery
VI.	Research	XIV.	Constructive feedback or suggestion to improve the line of work, he/she was part of
VII.	Simplification of procedures	XV.	Any other category decided by the committee
VIII.	Learning from Failures		

(8) Can the Anubhav write-up be submitted in regional languages also?

A. Yes.

(9) What are the declarations that have to be made while submitting an Anubhav Write-up?

A. Following are the declarations:

I.	The information is true & correct to the best of his/her knowledge.
II.	The information is not sensitive and is not such as to compromise national security or integrity.
III.	The comments are not against any gender, caste or religion.
IV.	The comments are not political in nature.
V.	Government will not be responsible for any misuse of this information.
VI.	There is no violation of Official Secret Act, 1923 while mentioning his/her experience of working with the Government in the Write-up.
VII.	There is no mention of my name, designation/rank, address, e-mail ID, Telephone Number, Aadhar/PAN Number, etc., or any other personal details in write-up which may lead to the disclosure of my identity. There is also no mention of such details in respect of any other member(s) of my team of officers/officials.

AWARD AND AWARDEES WEBINAR SPEAK SERIES

(10) Does DOPPW confer award or certificate upon the worthy write-ups published on Anubhav Portal?

A. In the ceremony presided over by the Hon'ble MoS (PP), retiring/retired employees having top 05 Anubhav write-ups are conferred upon with Anubhav Awards (Medal, Certificate and a cash prize of Rs.10,000/-). From 2023 onwards, it has been decided to confer upon Jury Certificates and Medals to other 10 deserving write-ups by the Hon'ble MoS (PP) in the same ceremony.

(11) Does DOPPW facilitate the travelling of the winners of Anubhav Awards and Jury Certificates?

A. Yes, the amount of travelling allowance for to and fro New Delhi, is reimbursed to the winners of the Anubhav Awards/Jury Certificates for travelling for the Award ceremony at New Delhi by the DOPPW as per the existing TA/DA Rules (as may be applied to the individual depending upon the last entitlement).

(12) What is 'Anubhav Awardees Webinar' Speak series?

A. DOPPW conducts monthly Webinar Speak wherein, Awardees are invited to share their experiences with the soon-to-be-retiring employees. This series is attended across hundreds of locations across the country.