

No. 13(1)/2013-O&M

Government of India

Ministry of Heavy Industries & Public Enterprises  
Department of Heavy Industry



61, Udyog Bhawan, New Delhi,  
Dated December 16<sup>th</sup> 2013

**Subject:** Award Scheme for inviting Innovative Ideas in Department of Heavy Industry – Extension of closing date for receipt of Innovative Ideas – regarding.

The undersigned is to refer to this Department's Office Memorandum of even number dated 14-11-2013 (copy enclosed) on the above cited subject and to say that the last date for receiving the Innovative ideas from employees of Department of Heavy Industry and from all CPSEs/Autonomous Research Institutes under administrative control of DHI/ IITs/ Associations, Members of Development Council, NMCC etc. and public at large has been extended to **15-01-2014**.

2. The Innovative Ideas in the prescribed proforma may be sent to the undersigned by the closing date for consideration in the Award Scheme of DHI.

(Manjit Kumar)

Deputy Secretary to the Government of India

Tele. No. 23061565

To

1. All CPSEs/Autonomous Research Institutes under administrative control of DHI/ IITs/ Associations/ Members of Development Council/ NMCC as per list attached with the request to give wide publicity to the Award Scheme for inviting Innovative Ideas.

2. All Officers/ Sections in DHI with the request to furnish their Innovative Ideas to DS (MK), DHI.

Copy to:

1. Sr. PPS to SHI/PS to AS&FA.
2. PPS/PS to AS(S)/ JS (RKS)//EA (RKP)/ CCA.
3. Scientist D, NIC, DHI with the request to post a copy of this communication on the website of DHI, Intranet of DHI and on e-Office Portal.

Dean (AS&F)

Pl. circulate the letter to all faculty with web link of the scheme -  
Ungrounded  
24/12/13  
AS&F

Sh. Bansal P.  
Kamshy  
24/12/13

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No. 13(1)/2013-O&M  
Government of India  
Ministry of Heavy Industries & Public Enterprises  
Department of Heavy Industry

61, Udyog Bhawan, New Delhi,  
Dated November 14<sup>th</sup> 2013

**Subject:** Award Scheme for inviting Innovative Ideas in Department of Heavy Industry - Extension of closing date for receipt of Innovative Ideas - regarding.

The undersigned is to refer to this Department's Office Memorandum of even number dated 7-10-2013 (copy enclosed) on the above cited subject and to say that the last date for receiving the Innovative ideas from employees of Department of Heavy Industry and from all CPSEs/Autonomous Research Institutes under administrative control of DHI/ IITs/ Associations, Members of Development Council, NMCC etc. and public at large has been extended to 15-12-2013.

2. The Innovative Ideas in the prescribed proforma may be sent to the undersigned by the closing date for consideration in the Award Scheme of DHI.

  
(Manjit Kumar)

Deputy Secretary to the Government of India  
Tele. No. 23061565

To

1. All CPSEs/Autonomous Research Institutes under administrative control of DHI/ IITs/ Associations/ Members of Development Council, NMCC as per list attached with the request to give wide publicity to the Award Scheme for inviting Innovation Ideas.

2. All Officers/ Sections in DHI with the request to furnish their Innovative Ideas to DS (MK), DHI.

Copy to:

1. Sr. PPS to SHI/PS to AS&FA.
2. PPS/PS to AS(S)/JS (H)/JS (RKS)/EA (RKP)/ CCA.
3. Scientist D, NIC, DHI with the request to post a copy of this communication on the website of DHI, Intranet of DHI and on e-Office Portal.

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Time Bound

No. 13(1)/2013-O&M  
Government of India  
Ministry of Heavy Industries and Public Enterprises  
Department of Heavy Industry

Room No. 61, Udyog Bhawan, New Delhi  
Dated the 7<sup>th</sup> October, 2013

**Subject: Award Scheme for inviting Innovative Ideas in Deptt. Of Heavy Industry –regarding**

The Government is aiming to achieve innovation in Government Department with a view to improve the quality of services being provided by Government Departments to the citizens' /stake holders. An **Award Scheme for inviting Innovative Ideas** has accordingly been formulated in the Department of Heavy Industry. A copy of the Scheme is enclosed. The scheme can also be accessed on the website of this Department [www. dhi.nic.in](http://www.dhi.nic.in). The innovative ideas will be evaluated by the Innovative Task Team constituted in the Department. The best innovations will be awarded a sum of Rs. 25000/-, Rs. 20,000/- and Rs. 15,000/-.

2. Innovative ideas are therefore invited from employees of Department of Heavy Industry and from all CPSEs/Autonomous Research Institutes under administrative control of DHI/IITs/Associations/Members of Development Council/ NMCC etc and public at large. **The last date of receipt of ideas is 15<sup>th</sup> November, 2013.**



( Manjit Kumar )

Deputy Secretary to the Govt. of India  
Tele: 23061565

To,

1. All CPSEs/Autonomous Research Institutes under administrative control of DHI/IITs/Associations/Members of Development Council/NMCC as per list attached with the request to give wide publicity to the Award Scheme for inviting Innovation Ideas.
2. All Officers/Sections in DHI

Copy to :

1. Sr. PPS to SHI/PS to AS & FA
2. PPS/PS to AS(S)/JS(H)/JS(RKS)/EA(RKP)/CCA
3. Scientist D,NIC,DHI with the request to post a copy of IAP on the website of DHI , Intranet of DHI and on e- office Portal.

Department of Heavy Industry

Award Scheme for inviting Innovating Ideas

*“Innovation happens when an idea is implemented to create an impact.  
Anyone can innovate provided the conditions are right.  
Innovation begins with curiosity”*

The Government is aiming to achieve innovation in Government Departments with a view to improve the quality of services being provided by Government Departments to the citizens/stakeholders. Each Department’s RFD provides a summary of the most important results that a Department/Ministry expects to achieve during the financial year. Each RFD contains Department’s key objectives, action and success indicators to measure progress in implementation and targets for the year.

2. ‘Innovation’ has been defined as the implementation of significant change in the way the Government operates or in the products and services it provides. Innovation in the Government is further defined as significant and sustainable improvement in the areas of (a) process innovation; (b) organizational innovation; (c) product innovation; and (d) communication innovation.

3. Innovation in Government can be achieved by improvement in the following:-

(a) Delivery of same goods and services

At less cost In less time With more transparency With least disruption	Process Innovation
With organisational restructuring/ change	Organisational Innovation

(b) Delivery of more goods/services

(i) More quantity	
(ii) Better quality	Product Innovation

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(c) **Identification of new needs (hence new goods and services)**  
**(Articulated and non-articulated)**

It is referred to as 'Communication Innovation' and it involves implementation of a new method of promoting the entity or its products or new methods to influence the behaviour of individuals or others. These must differ significantly from existing communication methods.

4. To qualify as innovation, it should not be a one-time improvement but a permanent change and the improvement should be 20% or more.

**Innovation Action Plan of Department of Heavy Industry**

5. The main objective of an Innovation Action Plan is to create a culture of innovation to promote administrative and managerial innovations, and to set in motion institutional changes that will create a culture within the Department to encourage, identify, celebrate and reward managerial and administrative innovations. With this objective, the Innovation Action Plan of Department of Heavy Industry has been prepared.

6. As per RFD of DHI, the vision of the Department of Heavy Industry is to have a globally competitive, growth orientated and profitable Auto, Heavy Electrical and Capital Goods sector and self-reliant and growth oriented CPSEs under the Department. The major functions of the Department are to facilitate:-

- **Auto Sector** by implementation of Automotive Mission Plan 2006-16, National Electrical Mobility Mission Plan (NEMMP) 2020 and National Automotive Testing R&D Infrastructure project (NATRIP) across the country;
- **Heavy Electrical Sector** by formulating Indian Electrical Equipment Industry Mission plan (IEEIMP)-2012.
- **Capital Goods Sector** by formulating National Policy on Capital Goods and Scheme of Enhancement of Global Competitiveness in Capital Goods sector and
- To administer and support **BHEL** with a view to transform it into a leading global manufacturer of power generating equipment and energy solution.

- The Department is required to support, strengthen and assist CPSEs under its administrative control with a view to attaining consistently high growth and reduce losses of loss making PSEs.

7. To achieve desired results in above sectors of DHI, it is imperative to bring innovations in the functioning of the department. A sustainable culture of innovations will result in optimum utilization of resources, transparency improve the overall efficiency, cost effectiveness and to provide better services to the citizens and the stakeholders. It will also foster culture of innovation by free exchange of ideas. The use of information technology will play an important role to bring about innovations.

8. Salient features of the Award Scheme for inviting Innovating Ideas:

- i) Innovative ideas are solicited from within the Department, CPSEs/Autonomous Bodies/Associations/other stakeholders/citizens on the subject matters dealt in the Department as indicated in para 6 above.
- ii) The focus on producing innovations will be on procedures being followed in the Department for providing services to the citizens/clients. It does not include the policies being framed by the Department.
- iii) A Multi-disciplinary Innovation Task Team has been set up under the chairmanship of a Joint Secretary in the Department of Heavy Industry with Industrial Advisers/Directors/Deputy Secretaries dealing with Auto Sector, Heavy Electrical, Capital Goods Sector, BHEL, Coordination, Administration and O&M Sections as Members. The Task Team will obtain, collate, encourage and facilitate innovative ideas from various stakeholders and will prepare implementation schedule to boost the work culture of the Department of Heavy Industry.
- iv) All the innovative ideas received by the closing date, will be evaluated by the Task Team. Three best innovations will be awarded a sum of Rs.25,000/-, Rs.20,000/- and Rs.15,000/- respectively. The Task Team shall be the final authority for short listing ideas/finalizing recommendations/award of prize etc. in this regard. No representations in this regard shall be entertained. It shall be the sole discretion of the Task Team to consider the suggestions/ideas received and the process for selecting/rejecting such suggestion/ideas.

- v) The innovative ideas are to be submitted in a prescribed format devised for this purpose (Annexure). The ideas shall be limited to the broad objectives outlined in this scheme and any suggestion/idea found outside the scope of this scheme would be out rightly rejected.
- vi) The ideas should not involve any policy matter. These should be original and implementable. If need be, the Originator of the idea can be asked to further elaborate the idea through presentation/discussions.
- vii) All innovative ideas received in DHI will the sole propriety of Department of Heavy Industry and sender shall have no claim for any Intellectual Property Right/Patent etc.
- viii) The Scheme is being implemented with a view to improve the efficiency and services delivered by Department of Heavy Industry.
- ix) Innovation ideas can be sent to Department of Heavy Industry even after closure of the present scheme. However, applicability of Award Scheme will not be applicable in such cases.

Annexure

Department of Heavy Industry

Format for sending innovative proposals as per Award Scheme for  
Innovating Ideas

Name:		
Address:		
Email Id:		
Tel. No./ Mobile No.:		
Name & Address of Office: (If employed)		
1.	Present System	
2.	Innovative idea: To modify/improve the system	
3.	Expected outcomes	Short Term:
		Long Term:
4.	Whether ready to present the idea before Innovation Task Team, if called to do so.	

(Signature)  
(Name & designation if employed)

Note

- a. The suggestion in column 2 should not exceed 100 words.
- b. The outcome as in column 3 should spell clearly the benefits that would accrue in short term/long term (examples, if any, can be cited).
- c. The ideas should not involve policy matter. These should be original and implementable. The Ideas could be explained through discussion/presentation, if asked to do so.
- d. Last date for receipt of ideas is 15<sup>th</sup> November, 2013.