To,

The Principal Chief Conservator of Forests & Head of Forest Force (All States).


Sir/Madam,

With reference to above, I am directed to inform you that Central Zoo Authority is a statutory body under the Ministry of Environment, Forest & Climate Change, Government of India established as in the year 1992, to oversee the functioning of zoos in India and provide them technical assistance besides raising existing standard of animals’ upkeep and veterinary care in zoos has been the prime concern for the CZA.

2. Accordingly, to encourage the zoo officers and staff towards working for captive animal management and welfare, the Central Zoo Authority has decided to institute **CZA-Prani-Mitra awards** under the following categories for outstanding contribution during the year for:

   i. Director / Curator (Single Category)
   ii. Veterinarian
   iii. Biologist / Educationist (Single Category)
   iv. Animal keeper

3. All regular and contractual employees are eligible for this award, subject to their outstanding contribution to recognized Zoo / Rescue Centre/ Conservation Breeding Centre Management for a minimum period of 12 months in the preceding year.

4. Nominations (under each category) may be forwarded to CZA, in the prescribed format. Only Scanned and signed copies by email (cza@nic.in with cc to emo-cza@nic.in; sruthy.cza@gmail.com) will be accepted.

5. The awardees are being proposed to be felicitated with a cash award during the “Wildlife Week” in Oct 2020 at a function in Delhi for which details shall be shared in due course.

6. **Review Process**

All nominations will be reviewed by an inter-disciplinary review committee set up by the CZA. The application and supporting documents will be judged on the following criteria.

   - Significance of the contribution; Impact of the contribution made
Appropriateness and value of contributions
Adequacy and appropriateness of approach and methods applied.

7. Last date of submission duly recommended by the Chief Wildlife Warden of the state is 10th Sept 2020.

For any further details and inquiries, you may please contact:

Dr Devender Kumar - Evaluation and Monitoring Officer (Email: emo-cza@nic.in_Mobile: +919911582195)

This is for your kind information and necessary action.

Yours faithfully,

Encl.: As above.

(Sd/-)
(Dr. Sonali Ghosh)
DIG(HQ)

Copy for information and necessary action to:
1. Chief Wildlife Wardens, All States.
2. The Member Secretary, State Zoo Authority of concerned State.
3. The Municipal Commissioner of concerned State.
4. The Director/ Curator/ Officer-in-Charge of all recognized zoos of all State/UT's.
Awardee Nomination Form
Central Zoo Authority - Prani - Mitra awards 2020

☐ Director / Curator ☐ Veterinarian ☐ Biologist / Educationist ☐ Animal keeper

(please tick above, multiple copies for each nomination can be submitted)

Last Date for submission: September 10, 2020

Email completed application and attachments to: cza@nic.in & cc to emo@nic.in; sruthy.cza@gmail.com

1. Name of the CZA recognised Zoo / Rescue Centre / Conservation Breeding Centre

2. Name of the Nominee:
   (Please attach a scanned copy of passport size photo)

3. Award category applied for
   - Contact Information for the applicant
   - Address & Contact No.
   (Please attach copy of name address and ID proof)

4. Outstanding Contribution towards Animal Welfare
   (maximum length 500 words)

5. Any media link / photos / report to support the contribution (please use additional pages; images of more than 300 dpi only will be accepted)

6. Please provide 5 min. video video (guidelines for shooting video with mobile camera are attached)

    Signature of Zoo Director / Curator

    (Name, Date & Seal)

Recommendation by Chief Wildlife Warden

(Name, Date & Seal)

Self-nominations are accepted; however, all application forms must be duly recommended by Chief Wildlife Warden of the State.

Annexure 2

Photo and Video capture guidelines

Please find below the basic guidelines (not be limited to) for non-professional videographers, and first-time videographers.

1. Use the best available setting of the camera in your mobile / professional or semi-professional camera, for example - ratio 16:9, resolution 1080P/30fps. Photos should be at minimum 300 dpi resolution and submitted in raw jpeg format.
2. All the shots should be steady (if possible, use tripod), for Phone users hold mobile from both hands in the landscape.

3. Minimum time for the recording of any clip should be 20 secs.

4. Take Establishing Shot, Wide, Medium, and Close-up shot of each activity.

5. Record ambient sounds while shooting; light – Do not shoot against the Sun/light.

6. Interview - Nominees interview explaining his/her day to day activities relevant to the nominee’s work
   - Record interview bytes in a quieter place
   - Use lapel mic/earphone for better audio
   - Prefer medium frame for interview (above waist height) Photos for reference
   - Have a clean background for the interview – background can be chosen as

7. Basic video capture techniques with mobile phone can be further noted from the online tutorial
   https://www.youtube.com/watch?v=ardMzHROEb0

8. All videos can be shared in mp4 format via Google drive / WeTransfer while photos to be shared in jpeg format.
Annexure-1

Awardee Nomination Form
Central Zoo Authority - Prani - Mitra awards 2020

☐ Director / Curator ☐ Veterinarian ☐ Biologist / Educationist ☐ Animal keeper
(please tick above, multiple copies for each nomination can be submitted)

Last Date for submission: **September 10, 2020**

Email completed application and attachments to: cza@nic.in & cc to emo@nic.in; sruthy.cza@gmail.com

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<td>6</td>
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</tr>
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*Use additional information as necessary*

Signature of Zoo Director / Curator *(Name, Date & Seal)*

Copy Forwarded by Chief Wildlife Warden *(Name, Date & Seal)*

*Self-nominations are accepted; however, all application forms must be duly forwarded by Chief Wildlife Warden of the State.*
Annexure 2

Photo and Video capture guidelines

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