



Indian Society of Animal Production & Management

Organisation of Annual Conferences

PROCEDURES, COMMITTEES AND FORMS

Prepared by Prof Dr N.S.R. Sastry

nrsastry@gmail.com

CONTENTS

A	CONFERENCE REPORTING – Session wise reports & recommendations	1
a)	Forms CR1 to CR5 for Conference Reporting	1-2
B	DECIDING ON AWARDS	4
a)	Background	4
b)	Awards	4-5
c)	Selection of Awardees	5
i)	ORAL & POSTER Presentations - Action to be taken by the Conference Organising Committee (For Awards 1 to 11):	5
ii)	Forms SA1 and SA2 SA3	6-7
iii)	IJAPM ARTICLE AWARDS - Action to be taken by the Editorial Committee (to be initiated by the 'Chief Editor' and confirmed by the 'Editor in Chief')	7
iv)	Forms SA3	8
d)	Other Awards	8
D	Organisation of ISAPM General Body Meeting -	9-10

Forms & Procedures for ISAPM Conference Presentations & Sessions Evaluation for Reporting and Awards

Prepared by Prof Dr. N.S.R. Sastry

All work has to be carried out using the various forms given at the end.

A. CONFERENCE REPORT

- a) First make adequate number of copies of **Forms CR1 & CR2** given herewith (CR = Conference Reporting);
- b) Provide 3 copies of **Form CR1** to officials (Chairman, Co-Chairman & Rapporteur) of each Technical Session so that they can evaluate each presentation and give marks to it;
- c) Same procedure has to be done with respect to the Poster Session;
- d) Evaluations of all presentations of all the Sessions have to be collected by the Organising Secretary (Technical Sessions Sub-Committee) for deciding on the Awards as described below;
- e) The Officials of each Technical/Poster Session give their Reports/Recommendations in **Form CR2** and present them to the Chairman of the Plenary Session via the OS as early as possible;
- f) Chairman, of the Plenary Session along with his colleagues uses the Reports of each Sessions given in **Form CR2** and prepares the Conference Report and Recommendations in **Form CR3** for presentation at the Plenary Session.

Forms CR1 & CR2 for Conference Reporting

Forms CR1

Aizawal National Seminar of ISAPM (28-30 Jan 2015)

REPORT FROM THE CHAIRMAN-RAPPORTIER OF EACH SCIENTIFIC SESSION TO THE CHAIRMAN OF THE PLENARY SESSION HELD ON 30.01.2015

ATTENTION: Scientific Sessions - 1 to 7, Poster & other Sessions, if any

Date:	Time:	No. & Name of the session:	
Chairman:		Co-Chairman:	Rapportier:
Speakers Invited (No.):		Speakers Present (No.):	Actual Presentations:
5 Main aspects of LPM covered in the Session			
1.			
2.			
3.			
4.			
5.			

Main Practicable Recommendations of the Session for LPM	
For Extension (Farmers)	1.
	2.
For Further Research	1.
	2.
For Teaching	1.
	2.
Any special observation	

Compiled and submitted the Session's Recommendations etc to the Organising Secretary

CHAIRMAN

CO-CHAIRMAN

RAPPORTIER

Dated the January 2014; Venue: Anand Vet College, AAU, Anand

Forms CR2

Aizawl National Seminar of ISAPM (28-30 Jan 2015)

REPORT OF THE PLENARY SESSION HELD ON __.01.2015

No. of Sessions Held:	Total No. Papers Presented:
2 Key Feature(s) of TS 1:	
2 Key Feature(s) of TS 2:	
2 Key Feature(s) of TS 3:	
2 Key Feature(s) of TS 4:	
2 Key Feature(s) of TS 5:	
2 Key Feature(s) of TS 6:	

2Key Feature(s) of TS 7:	
Key Feature of Poster Session	
MAIN 3 RECOMMENDATIONS OF THE SEMINAR	
For Extension (Farmers)	1.
	2.
	3.
For Further Research	1.
	2.
	3.
For Teaching	1.
	2.
	3.
OVERALL SEMINAR OUTCOME	

CHAIRMAN

CO-CHAIRMAN

RAPPORTIER

Dated the __th January 2015; Venue: Vet College, CAU, Aizawl

B. DECIDING ON AWARDS

- a) **Background:** The ISAPM has been conferring various awards to meritoriously performing members of the Society at every National Seminar organized at different institutions of the country. By the discipline of LPM/APM we consider teaching, applied research in practical animal farming that leads to direct benefit to improved production by livestock and better income to livestock owners. The Awards being presented and the rationale behind the same are as follows. Any Award has to be given ONLY if suitable candidates are available.
- b) **Awards:** Note that primarily the Organising Secretary of the Conference has to take action via its sub-committees and in collaboration the ISAPM and IJAPM office bearers. The Awards to be given are as follows.

Sl No.	AWARD (all annual)	PURPOSE (All presentations excluding invited lead papers)	SPONSOR
A. For Oral Presentations at ISAPM National Seminars			
1	Dr. N.S.R. Sastry Young Scientist.	To the best research paper presented by a young scientist (below 30 years) in the national symposium	Dr. N. S. R. Sastry, Visakhapatnam, Andhra Pradesh
2	Eight Sisters NE Best LPM Research Award (Age no bar)	To best oral presentation from 8 NE States (Ar P, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim & Tripura) in the national symposium	Dr. N. S. R. Sastry, Visakhapatnam, Andhra Pradesh
3	Smt. Kadambini Devi Award (Age no bar)	To the best oral presentation on domestic animal behavioural science presented in the national symposium	Dr. D. N. Jana, Kolkata, West Bengal
4	Dr. D. K. Bidarkar Award (Age no bar)	To best oral presentation by an individual with master's degree in LPM/APM, not from that year's host institute & not a recipient of any other award in that particular symposium	Dr.D. K. Bidarkar, Hyderabad, Andhra Pradesh
5	Anand Golden Jubilee Veterinary College Award (Age no bar)	To the best presentation on small ruminant research	Veterinary College, Anand (Dean Vet / Professor & Head LPM Dept)
6	Navasari Agricultural University Award (Age no bar)	To the best presentation on research in cooperative system for livestock production and management	Navasari Agricultural University Award (Dean Vet / Professor & Head LPM Dept)
7	Sri Cherala Bhagya Raja Ram Award (Age no bar)	To the best presentation / scientist innovative research in LPM (hither to not thought of)	Family of Sri Cherala Bhagya Raja Ram, Andhra Pradesh
8	Shri A Lakshman Rao Award (Not in-service candidate)	To the best oral presentation by fresh MSc/Ph.D student	Family of Shri A Lakshman Rao, Andhra Pradesh
9	Sri Thirunahari Murahari Award	To the best presentation by young lady scientist (below 30 years) in LPM	Family of Sri Thirunahari Murahari, Andhra Pradesh
B. For Poster Presentations at ISAPM National Seminars			
10	Dr. D. K. Bidarkar Poster Award (Age no bar)	To the best poster presentation at the national symposium	Dr.D. K. Bidarkar, Hyderabad, Andhra Pradesh
11	Smt Rayavarapu Jayalakshmi Narasinga Rao Award (Age no bar)	To the best poster presentation on livestock welfare and behavior	Family of Smt Rayavarapu Jayalakshmi Narasinga Rao

C. Best Articles in IJAPM			
12	Dr. Maheswar Mishra Award (Age no bar)	To the best research paper published in the journal in one calendar year on practical significance to farmers and entrepreneurs.	Dr. M. Mishra, Bhubaneswar, Orissa
13	Dr. V. S. Upadhyay Award (Age no bar)	To the best research paper on integrated crop-livestock Farming system published in the journal in one calendar year	Dr. V. S. Upadhyay, Jhansi, Uttar Pradesh
14	Dr. M. S. Patel Award (Age no bar)	To the best research paper published in the journal in one calendar year on participatory research in LPM.	Dr. A. M. Patel, Anand, Gujarat
15	Dr. Siddique ???	Gender issues or Mgmt indigenous breeds or LPM in marginalised areas	IJAPM articles, as there are many for presentations
16	Dr. Patel ???	Gender issues or Mgmt of indigenous breeds or LPM in marginalised areas	IJAPM articles, as there are many for presentations
17	Sr Randhir Singh ???	Gender issues or Mgmt indigenous breeds or LPM in marginalised areas	IJAPM articles, as there are many for presentations

c) Selection of Awardees –

i) ORAL & POSTER Presentations - Action to be taken by the Conference Organising Committee (For Awards 1 to 11):

- a) Make the TECHNICAL SESSIONS sub-committee of your Organising Committee responsible for organising the entire selection process of the different **Oral** and **Poster** presentation awards and compiling the various IJAPM awards provided by the Editorial Committee of the IJAPM. They must follow the procedures laid down hereunder.
- b) The OC may also form an **AWARDS COMMITTEE** comprising of - i) Patron of OC (or his/her representative); ii) OS of OC or his/her representative); iii) President ISAPM or his/her representative), and iv) Editor-in-Chief IJAPM or his/her representative), and possibly 2 or 3 other randomly selected persons to take care of any disputes or complaints that may arise with respect to one or the other Award. The decision of the AWARDS COMMITTEE is final and is binding on all.
- c) The TECHNICAL SESSIONS sub-committee should first make adequate number of copies of **Forms SA1 to SA2** given at the end (SA = Selection for Awards).
- d) The TECHNICAL SESSIONS sub-committee should distribute **Form SA1** to every single presenter of **Oral** or **Poster** presentation for seeking all the particulars needed for selection to various awards.
- e) The TECHNICAL SESSIONS sub-committee should, before each Session, distribute copies of **Form SA2** to the Chairman, Vice-Chairman, Rapportier and to 2 or 3 other randomly selected participants of that session, requesting them to evaluate independently each presentation using this **Form SA2**.
- f) After each Session the filled evaluation forms (**Form SA2**) be collected from the Chairman, Vice-Chairman, Rapportier and to 2 or 3 other randomly selected participants of that session.
- g) Pool such filled **Forms SA1 to SA2** from all the sessions and compile all the presentations of all sessions together (Oral and Poster separately). Each Award mentioned in the above Table has to be decided using the particulars given in **Form SA1** and the highest Total Marks (as evaluated by the Chairman, Vice-Chairman, Rapportier

NOTE: 1. Use more sheets if the presenters are more;

CHAIRMAN

CO-CHAIRMAN

Date:

iii) IJAPM ARTICLE AWARDS - Action to be taken by the Editorial Committee (to ne initiated by the ‘Chief Editor’ and confirmed by the ‘Editor in Chief’):

- The Editorial Committee may evaluate each and every full-length research article (excluding reviews and short communications) using **Form SA3** for Awards 12 to 17.
- Consider all the full-length research article published ub IHAPM during the period under consideration. Action to be initiated by the Chief Editor IJAPM.
- Select best paper under each category (Awards 12 to 17) based on the article getting the highest ‘Marks’ as marked (evaluated) in **Form SA3**.
- Obtain the concurrence of the Editor-in-Chief and send the results to the above mentioned AWARDS COMMITTEE through the Organising Secretary of the Conference.

iv)

Form SA3

**PROFORMA FOR EVALUATING FULL RESEARCH
ARTICLES FOR DIFFERENT AWARDS**

Article in IJAPM Vol. ____” for presentation at the National
Symposium held at Aizawl in January 2015)

Sl. No.	Name of the Candidate(s)	From which Organisation	Topic introduction (Marks out of 10)	Presentation technique (Marks out of 30)	Explanation of findings (Marks out of 40)	LPM/ Applied / Field Relevance (Marks out of 10)	Uniqueness of Research (Marks out of 10)	Totaal (100)

NOTE: 1. Use more sheets if the presenters are more than 20; 2. Mark Paper No, "A" - if the Paper is on research on practical significance to farmers and entrepreneurs; "B" - if the Paper is on research on integrated crop-livestock Farming system;

EDITOR

CHIEF EDITOR

Dated the January 2015; Venue: Aizawl Vet College, CAU

d) Other Awards

- a) Apart from the above the Organising Committee can present any awards or facilitations to any individual(s), if they so feel and decide, at their own initiative.
- b) The Central Executive Committee will initiate the needed action with respect to 'National Fellow' and 'Life Time Achievement' Awards.

Use more pages as per necessity

oOo