



“हर काम देश के नाम”  
कार्यालय रक्षा लेखा महानियंत्रक  
**OFFICE OF THE CONTROLLER GENERAL OF DEFENCE  
ACCOUNTS**  
प्रशिक्षण एवं विकास केंद्र) CENTRAD)  
**CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)**  
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DELHI CANTT.-110010  
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No: TD/3433/DTC/Prog/2023-24

Dated:13.12.2023

To,  
PCsDA/ PIFAs/ CsDA/IFAs/RTCs  
(Through CGDA website)

Sub: - Implementation of Mission Karmayogi Guidelines.

A copy of OM bearing no. 1(1)/2023/D(CBU) dated-08/12/2023 along with DOPT OM no. T-28/95/2023-iGOT dated-01/11/2023 is enclosed for reference please.

- In this regards, all offices are requested to ensure on-boarding of 100% officers/official of this department on iGOT portal and each on-boarded employee to complete at least 6 hrs of training on the portal by 15.12.2023.
- In this regard a compliance report in the prescribed format by all offices may be furnished to NADFM, Pune latest by 15.12.2023 for consolidation.

(Mohan Kumar)  
Sr. AO (Trg)

Copy to:-  
IT&S wing (Local) ----- For uploading on HQrs office website please.

NADFM, Pune ----- Please furnished the consolidated report on the above subject in the prescribed format latest by 15.12.2023 for onward submission to Ministry.

(Mohan Kumar)  
Sr. AO (Trg)

No. 1(1)/2023/D (CBU)  
Ministry of Defence  
Department of Defence  
(Capacity Building Unit)

Room No. 320 D-I  
Sena Bhawan, New Delhi-110001  
Dated: 08<sup>th</sup> December 2023

**OFFICE MEMORANDUM**

This pertains to ensure timely compliance of DoPT OM No T-28/95/2023-iGOT dated 01.11.2023 (copy enclosed) regarding implementation of Mission Karmayogi guidelines, wherein it is envisaged to **on-board 100% employees of DoD** onto iGOT-Karmayogi platform and each on-boarded employee to **complete at least 6 hours of training** on the iGOT- Karmayogi platform by 15.12.2023.

2. In this regard, all the respective Divisions are requested to provide a compliance report for the same in the below format positively by Monday i.e. 11.12.2023:

Total number of Officers/Officials	Number of Officers/Officials who have on-boarded and completed at-least 6 hours of training on iGOT portal
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08/12/2023  
(Chetan Dass)

Under Secretary to the government of India  
Email ID- uscbu-mod@gov.in

To,

- (i) JS (Med)
- (ii) JS (L&W)
- (iii) JS (Estt)
- (iv) JS (AF)
- (v) JS (Trg)
- (vi) JS & AM (Air)
- (vii) CAO & JS (Ceremonial)
- (viii) JS (IC)
- (ix) JS & AM (MS) & CVO
- (x) JS & AM (LS) & BR

Jt. CGDA (AN) HAS SEEN

रक्षा लेखा च० सहायक महानियंत्रक (प्रशा०)

Sr. ACGDA (AN)

डायरी सं० / Dy. No. 03 दि० 11-12-23

On Priority  
Sr. A/c S  
11/12/23  
Sr. A/c (Training)

रक्षा लेखा संयुक्त महानियंत्रक (प्रशा.)  
Jt. CGDA (AN)

डायरी सं० / Dy. No. 03 दि० 11/12/23

Sto (Tag.)



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No. T-28/95/2023-iGOT  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
(Training Division)  
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Old JNU Campus, New Delhi  
Dated the 1<sup>st</sup> November, 2023

### OFFICE MEMORANDUM

**Subject: Implementation of Mission Karmayogi Guidelines – reg.**

The National Programme for Civil Services Capacity Building – Mission Karmayogi has been launched by Government of India to develop a citizen-centric and future-ready civil service through democratized and competency-led capacity building, which encompasses in its scope a mandate that unifies the efforts of structured, formal and service-based training through Civil Service Training Institutions (CSTIs) with on-demand digital training through iGOT-Karmayogi platform.

2. Mission Karmayogi Guidelines have been issued by this Department vide OM no. T-16017/6/2023-TFA dated 28.07.2023 (enclosed) to bring clarity to the roles and responsibilities of various stakeholders in the training and capacity building landscape, including that of institutions established under Mission Karmayogi.

3. In furtherance to the above, the following may be ensured: -

#### 3.1 Ministries/Departments/Other Organizations (MDOs)

All MDOs are requested to ensure that:

3.1.1 The Capacity Building Plan (CBP) has been prepared and is under implementation.

3.1.2 100% of employees are on-boarded onto iGOT-Karmayogi platform before December 31, 2023.

3.1.3 Every employee onboarded completes at least 6 hours of training on iGOT-Karmayogi platform from the quick win courses identified in the respective CBP within the next 45 days.

3.1.4 Available courses on iGOT-Karmayogi portal are consumed by employees based on the training calendar proposed in the CBP.

3.1.5 Know Your Ministry module is prepared, in consultation with Capacity Building Commission (CBC) and is included in the induction training of all officers posted to the MDOs.

3.1.6 All CSTIs under its administrative control are on-boarded onto National Standards for Civil Service Training Institutions (NSCSTI) portal before December 31, 2023 and sign up for accreditation. The same may be insisted upon as a condition for increase in its funding.

3.1.7 Course partners/ course developers for domain competencies are identified and development and operationalisation of domain courses are prioritized.

3.1.8 Quarterly progress report on implementation of CBP (proforma enclosed) is sent to DoPT till the time CBP-linked dashboard is enabled by SPV.

### 3.2 Civil Service Training Institutes

The CSTIs under the administrative control of the Ministries are requested to ensure that:

3.2.1 Competency Building Products (CoBPs) are developed in response to demand raised by MDOs in its respective Capacity Building Plans.

3.2.2 Periodic Training Need Analysis is conducted to identify the relevant content and for curation of the CoBPs. The content so created must be in conformity with the relevant guidelines and policy framework issued by CBC from time to time. Content Quality Framework issued by SPV-Karmayogi Bharat also be factored in while digitizing content for onboarding on iGOT.

3.2.3 Existing course content is digitized into e-content by developing and utilizing in-house capabilities/ digital infrastructure or through engagement of academic institutions/ private content development agencies/ subject matter experts in consultation with CBC and SPV.

4. All Ministries are requested to send the quarterly report, commencing from the quarter ending December 31, 2023.

5. This issues with the approval of the Competent Authority.

Enclosure (2): As above

  
(Arun K. Singh)

Under Secretary to Govt. of India  
Telephone: 26165682

To:

- i. The Chief Executive Officer, Karmayogi Bharat Limited, Gole Market, New Delhi.
- ii. All Joint Secretaries/ Nodal Officers of Ministries/ Departments in charge of Capacity Building Units (CBUs) (as per mailing list).
- iii. Secretary, Capacity Building Commission, Jawahar Vyapar Bhavan, Janpath, New Delhi.
- iv. PSO to Secretary (Personnel), Sr. PPS to Additional Secretary (Training, S&V).