



GIPARD

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Workshop for MDO Leaders, MDO Admins & Technical Staff on the iGOT Karmayogi

-Ms. Hegel Da Costa



Workshop Outline



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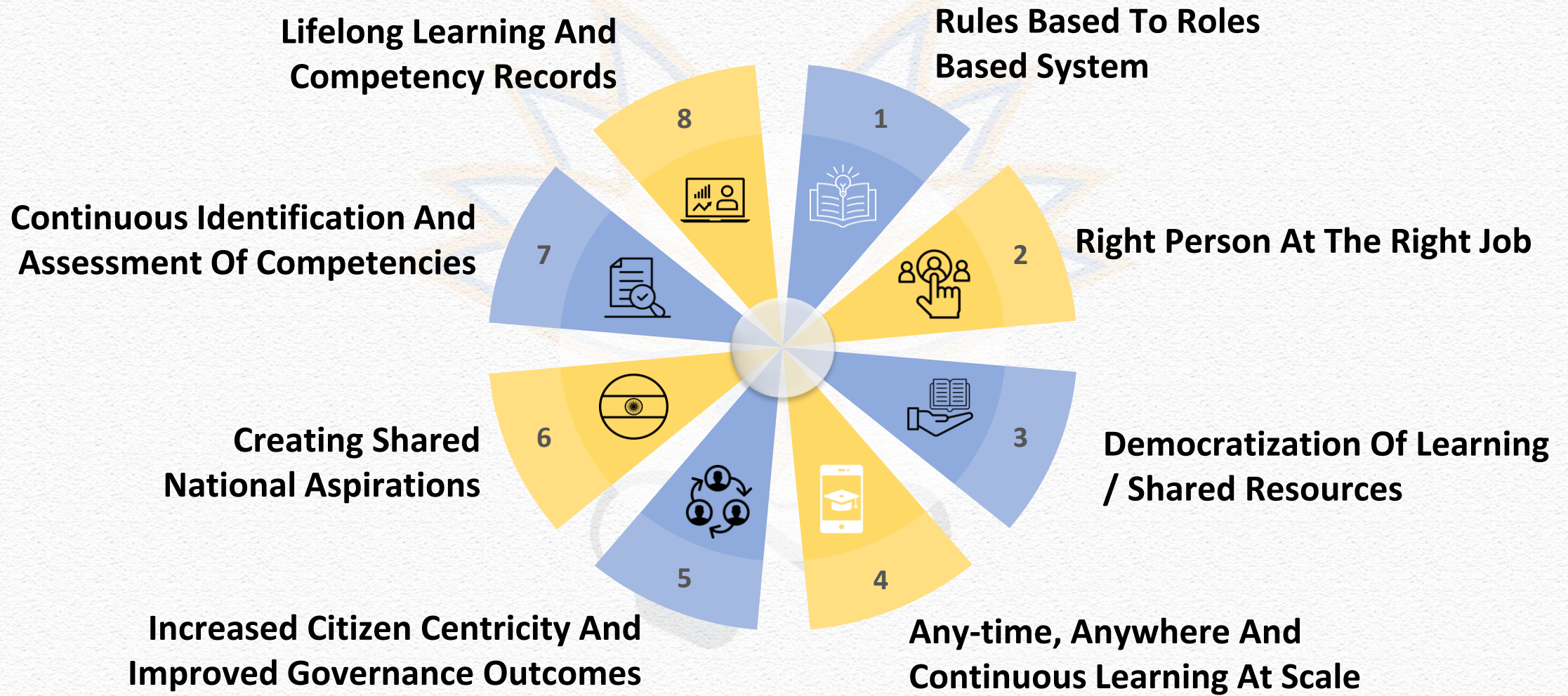
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1. Understand Mission Karmayogi
2. Elaborate on iGOT Karmayogi in the state of Goa
3. Explain the MDO roles and responsibilities
4. Comprehend iGOT Instructions
5. Understand the preparation of a Capacity Building Plan
6. Obtain clarity on course creation and consumption
7. Timeline and Roadmap
8. Preparation of Training Plan

INTRODUCTION

- ▶ **The National Programme for Civil Services Capacity Building (NPCSCB) – Mission Karmayogi was launched by Govt. of India in September, 2020.**
- ▶ **AIM: Create a professional, well-trained, and future-looking civil service, that is inspired with a shared understanding of India's development aspirations, national programmes and priorities.**

Mission Karmayogi - Principles



Mission Karmayogi: Institutional Framework

Governance | Performance | Accountability

**Prime Minister's HR Council
(PMHRC)**

**Cabinet Secretariat
Coordination Unit**

**Capacity
Building
Commission
(CBC)**

**Karmayogi
Bharat, DoPT
(SPV)**

Mission Karmayogi

PMHRC at apex to provide strategic direction

Cabinet Secretariat Coordination Unit - to monitor progress and oversee plans

Capacity Building Commission support MDOs in the development of annual capacity building plans and monitoring of FRAC

SPV (Karmayogi Bharat) - to own and operate iGOT Karmayogi Platform

iGOT

Integrated Government Online Training

iGOT Karmayogi platform, ensures anytime, anywhere, any-device learning for civil service officials to enhance their competency.

Largest government-led capacity building initiative in the World



98 Lakhs+

Onboarded Users



~2400

Courses



3.6 Cr+

Course Enrolments



3.3 Cr+

**Course
Completions**



25.5 Lakh+

App Downloads



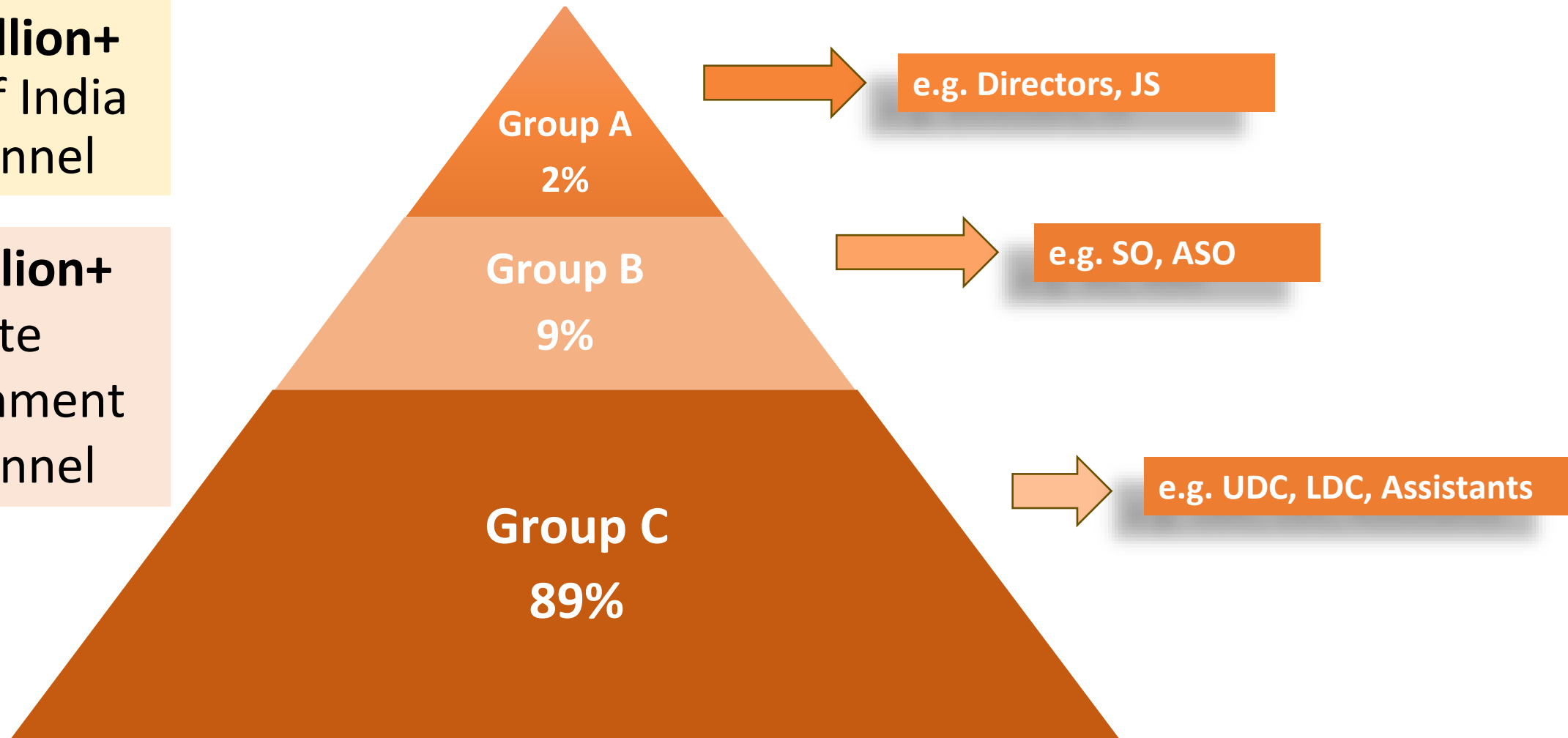
71%+

**Course Completion
Rate**

...tailored for diverse learner segments

3.1 Million+
Govt of India
personnel

22 Million+
State
Government
personnel



iGOT Karmayogi Platform available on Web and Mobile

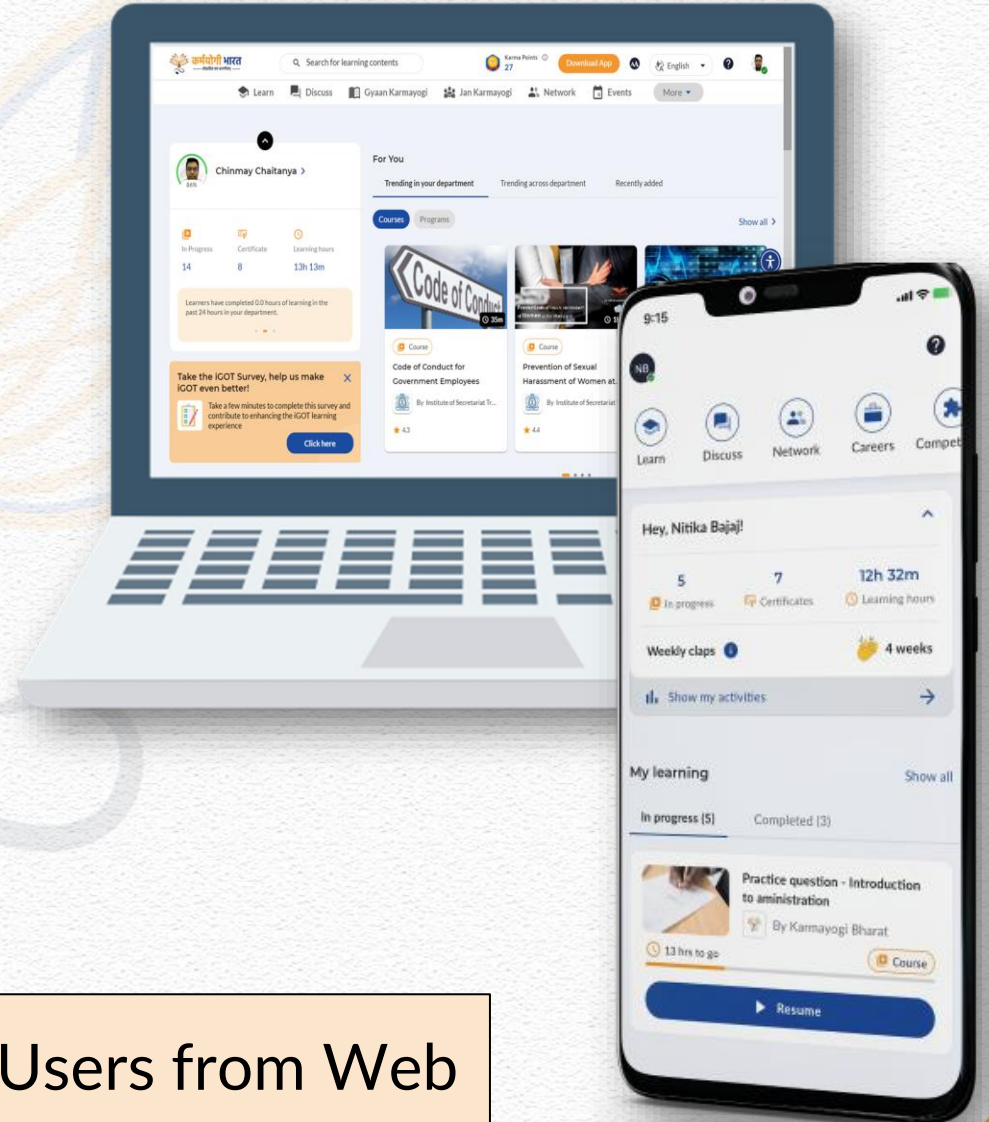
 <https://igotkarmayogi.gov.in/>



Scan to download



Scan to download



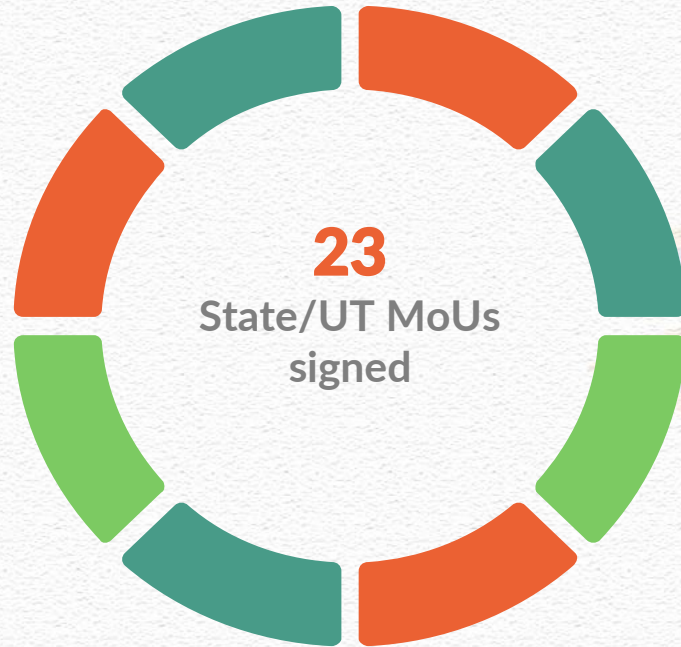
25.5 Lakhs+

App Downloads

~67 % Users from Mobile App

~33 % Users from Web

MoU Signed with States and UTs



- MoU with 23 States/UTs –

Arunachal Pradesh, Andhra Pradesh, Madhya Pradesh, Maharashtra, Meghalaya, Assam, Uttar Pradesh, Jharkhand, Gujarat, Bihar, Uttarakhand, Odisha, Ladakh, Andaman and Nicobar, Puducherry, Haryana, Karnataka, Punjab, Tripura, Rajasthan, Chandigarh, Jammu & Kashmir and Chhattisgarh



অসম চৰকাৰ



GOVERNMENT OF ASSAM



iGOT Karmayogi Platform – Usage from Goa



60,686

Onboarded /
Registered Officials

Organizations

232



148,472

Course Enrolments

Course Completions

112,259

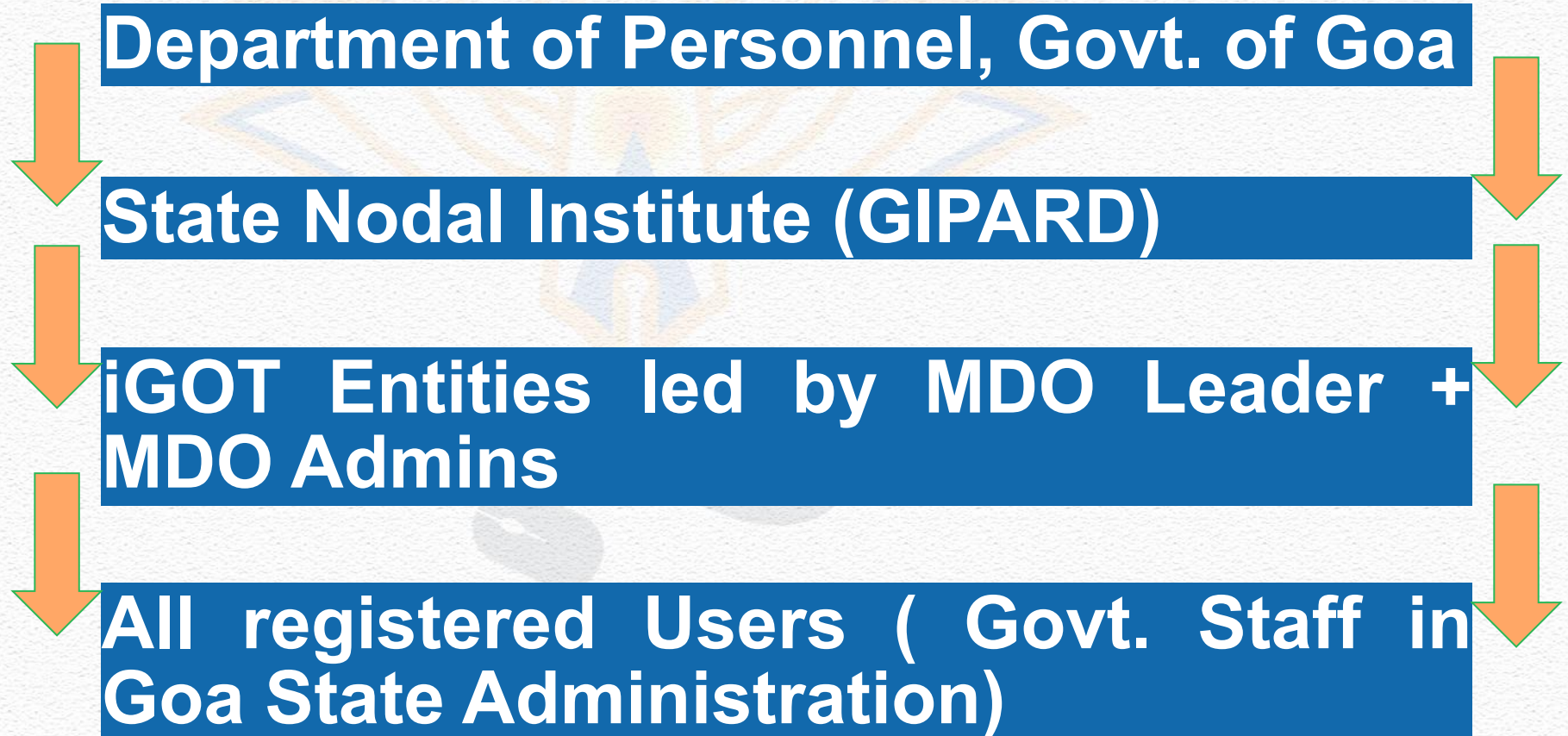




iGOT structure for the State of Goa



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iGOT Goa State Plan



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Phase I:

Onboarding of all Entities

Phase II:

Educating Entities & Users

Phase III:

Effective Learning on iGOT

Phase IV:

Monitoring and Evaluation



Ministries Departments Organizations



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ROLES

MDO Leader

- ▶ Monitor iGOT activities of concerned Entity
- ▶ Download Data of concerned Entity
- ▶ Prepare Capacity Building Plan for Entity
- ▶ Suggest Entity specific courses
- ▶ Allocate Content Creator, Reviewer, etc. rights to concerned Staff
- ▶ Instruct, guide & monitor MDO Admin for day to day updates on iGOT

MDO Admin

- ▶ Regularly update data on iGOT platform
- ▶ Profile Verification
- ▶ Transfers to be managed on iGOT platform
- ▶ Assist and update staff on iGOT matters
- ▶ Maintain entity page on iGOT platform
- ▶ Assist in Entity specific courses
- ▶ Contact person for GIPARD



iGOT Instructions



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- ▶ **iGOT Karmayogi App:** All registered employees have to be encouraged to download the iGOT Karmayogi App on their mobile phones for better and convenient learning.
- ▶ **Adding Secondary data of all employees:** Each entity had uploaded the primary details like name, email, contact no., group and designation of all its regular and contractual employees on the iGOT portal during the onboarding process. Further, all employees' Secondary data like D.O.B, Gender, caste, category, etc. has to be updated by the concerned MDO Admins at the earliest.



iGOT Instructions



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- ▶ **Regular updating of information on iGOT:** Timely updating of employee details needs to be undertaken (eg. after promotion) by the concerned MDO Admins. All the updating should be undertaken on a timely manner ***preferably within 5days***. Similarly, when MDO leader rights have to be assigned to a new Officer incase of a transfer, retirement, resignation, etc., the entity should email GIPARD the details of the new Officer whom the rights have to be assigned.
- ▶ **New Recruitment:** When a staff is recruited (Regular or Contractual) of any rank, the MDO Admin under the advice of the MDO Leader has to register the new entrant on the iGOT portal. The registration should be undertaken ***within a week time*** after the new employee joins.



iGOT Instructions



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- **Transfer:** Transfer should be initiated only after a concerned Officer/Official reports to the new entity on grounds of a transfer, deputation or working arrangement.
- The transferred employee should to be advised by the MDO Admin to make a transfer request to the present entity on the iGOT portal from the concerned Officer/ Officials personal iGOT account.
- After the transfer request is made, the MDO Admin at the new place of posting has to approve the transfer request and approve him/her at the new entity. Transfer process should be completed ***within 5days*** after joining.
- Kindly note that incase of intra departmental transfer (eg. Junior Engineer's transfer from one sub office to another sub office within PWD) the concerned Officer/Official has to be advised for a transfer ONLY if a separate entity is created by the concerned department on the iGOT portal. The list of entities reflected on Goa iGOT state portal are attached as annexure I for your kind perusal.
- Further, it may kindly be noted that all information of the transferred Officer/ Official like the Karma points, certificates earned, etc will remain intact on his/ her iGOT personal account.



iGOT Instructions



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- **Retired Staff:** A registered employee of your entity when retires, terminated, resigns or by death cease the office, needs to be removed from the iGOT portal immediately (***within 2 days***) by marking them as 'not my users' on the MDO portal.
- **Timely support** and encouragement should be given to staff to undertake courses on the iGOT platform. Besides, they should be made aware of the requirement to complete atleast **3courses and 6 hours** of learning for the FY 2025-26 as per the instructions issued by Personnel Department.



iGOT Instructions



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All iGOT related communications should be communicated on the following contact details only:

Email: missionkarmayogi-goa@goa.gov.in

Contact No.: 9503389480



Capacity Building Plan



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- A Capacity Building Plan (CBP) on the iGOT Karmayogi platform is a structured, role-based, and competency-driven strategy for developing government employees' attitudes, skills, and knowledge to create a citizen-centric and future-ready civil service and as per the requirements of the Department.
- Done through selection of relevant online courses on iGOT Karmayogi to enhance public service delivery.



Capacity Building Plan



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PHASE 1

**Assessment of
Capacity needs at the
individual and
Organization Level**

PHASE 2

**Prepare and
implement
designation wise
training calendar**



Capacity Building Plan



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Steps for creating a CBP

Step 1

Create a Plan

Step 2

Add Content

Step 3

Add Assignee

Step 4

Add Timeline



Capacity Building Plan



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Courses to be included in CBP

Mandatory Courses

1. CCS (Conduct Rules)
2. Prevention of Sexual Harrasment at Workplace
3. Department Specific Course

Desirable Courses

1. Department Specific Course
2. Department Specific Course
3. Department Specific Course



Entity specific course on iGOT platform



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- **Identify a team of Course Creator & Reviewer**
- **Each entity to prepare a minimum of one course titled ‘Introduction to the Department of _____’,**
- **List existing courses that need to be translated in Konkani**
- **A course creation format would be shared with every Entity**



Suggestions



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- **Train and create awareness about the use of iGOT in your entity**
- **Motivate staff to undertake courses (Karma Points)**
- **iGOT star of the month**
- **Department learning week**
- **Discourage staff to undertake courses during working hours**
- **Monitor iGOT activity regularly**
- **Follow up on iGOT updates and matters**



Roadmap & Timeline



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- **Training of MDO Leader, MDO Admin & Technical Staff** **15th to 19th September'25 (Offline)**
- **Formats and reading material to be shared to all entities** **24th September'25 (email / WhatsApp)**
- **Submission of filled CBP & Course creation format to GIPARD** **24th October'25 (email only)**
- **Workshop on course creation** **November'25**
- **Course completion by all staff** **January'26**



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Thank You