Government of India
Department of Telecommunications
212, Mahanagar Doorsanchar Bhawan, JLN Marg, New Delhi-110002
(Capacity Building and Training Division)

Dated: 6th Jan 2023

Office Memorandum

Subject: Onboarding on iGOT Karmayogi digital platform and enrollment for the courses on iGOT platform-reg.

Reference is invited to CB&T Division's earlier OM of even number dated 21st Sept 2022 and reminder dated 05.12.2022 on the aforesaid subject wherein all employees of DoT were requested to onboard on **iGOT Karmayogi**, a comprehensive online platform developed as an integral part of the Digital India stack for capacity building of all government employees.
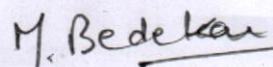
2.   iGOT Karmayogi platform presently hosts more than 300 courses under various broad themes such as Public administration, E-Governance, Public procurement process, GeM, Information & Communication Technology, Economics, Digital Governance, Law, Management and Emerging technologies etc. The list of courses available on iGOT and mapped with the competency requirement of employees of DoT has been published by NTIPRIT vide their OM No. 1-85/2022-NTI.Admn/MKY dated 03.01.2023 (copy enclosed).

3.   In this regard it is once again requested that the government employees of the department who are yet to register on iGOT Karmayogi Platform shall register themselves with their "@gov.in or @nic.in" mail ids on iGOT karmayogi platform directly through the URL: https://igotkarmayogi.gov.in.

4.   Further, the employees of the department are hereby encouraged to **enroll and take up the courses** at least 2 courses by 31.01.2023, available of the iGOT karmayogi platform to elevate their existing skillset.

5.   All the Head of Divisions/Unit/Wings of DoT are requested to kindly ensure the onboarding of their officers/staff on iGOT platform by 15.01.2023.

6.   Further to this, the Head of units are also requested to use "Bottom-up" approach of consultation among their staff and identify/prioritize the key focus capacity Building area for bridging the competency gaps. The competency areas of high priority so identified, shall be informed to CB&T division so that relevant modules can be made available in association with the NTIPRIT/NICF/WMTDC on iGOT platform.

M. Bedekar

(Mousumy Bedekar)
DDG (CB&T), DoT HQ
Tel. 23210056

To,
1. DG (Telecom), DoT Hq, Sanchar Bhawan, New Delhi.
2. CGCA, DoT, NICF Campus, Ghitorni.
3. Wireless Advisor, DoT Hq, Sanchar Bhawan, New Delhi.
4. Administrator (USOF).

5. CVO, DoT Hq.
6. DG (NTIPRIT), Ghaziabad.
7. DG NICF, Ghitorni.
8. Head of WMTDC.
9. Sr. DDG (NCCS).
10. Sr. DDG TEC/ Sr. DDG (SU), DoT Hq.
11. All DDGs/ JS (T)/ JS (A) / JWAs of DoT Hq.

Copy to (for information):
1. PSO to Secretary (T), DoT HQ, Sanchar Bhawan, New Delhi.
2. Sr. PPS to Member (S)/ Member(T)/ Member (F), DCC, DoT HQ, Sanchar Bhawan, New Delhi.
3. Sr. PPS to AS (T), DoT HQ, Sanchar Bhawan, New Delhi.

No. 1-85/2022-NTI.Admn./MKY

भारत सरकार/ Government of India

संचार मंत्रालय/ Ministry of Communications

दूरसंचार विभाग/ Department of Telecommunications

राष्ट्रीय दूरसंचार नीति शोध, नवप्रवर्तन एवं प्रशिक्षण संस्थान/ National Telecommunications Institute for Policy Research, Innovation & Training

Dated 03.01.2023

Office Memorandum

Sub: Utilization of iGoT Karmayogi portal for competency development.
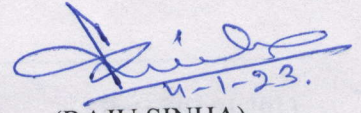
Mission Karmayogi – National Program for Civil Services Capacity building, aims to create a "citizen - centric, future - ready civil service, with right attitude, skills and knowledge aligned to the vision of New India". Backbone of Mission Karmayogi i.e. iGoT portal, is an integrated Government online training and learning platform developed under mission Karmayogi with an objective of building the capacity of Civil Servants not only to perform there day to day functions more efficiently but also to adopt to the changing requirement of the modern era Technology, challenges and citizen centricity.

2. iGoT portal, presently under evolution phase, will eventually evolve into a full-fledged learning and knowledge sharing platform having world class training contents. However, it has been observed that several, very useful training courses has already been hosted on iGoT portal.

3. NTIPRIT has identified 67 such courses meeting the competency requirement of our officers working in different units of DoT. A list of such courses is attached at Annexure-I. These courses have been developed by Subject matter experts of ISTM, GeM, IIPA, Ministry of expenditure NTIPRIT etc. with high quality of standards. These courses will be very helpful in capacity building of our officers. Secretary (Telecom) has directed that each officer of DoT must immediately start using the training courses available on iGoT for their Capacity Building.

4. Accordingly, it is requested that every individual officer must register himself on iGoT portal and enroll himself for relevant courses of his choice and interest available on iGoT portal. Secretary (Telecom) in review meeting of Mission Karmayogi, has desired that every officer must complete minimum of two courses available on iGOT, before 31st Jan' 2023.

5. All heads of offices and DDGs heading divisions are requested to issue suitable direction to the officers posted in their office / division in this regard. Report in the prescribed format attached at Annexure-II, may be sent on email id dir.ict-nti@gov.in by 7th Feb' 2023.

4-1-23.

(RAJU SINHA)

DG – NTIPRIT

राजू सिन्हा / Raju Sinha
महानिदेशक/Director General
रा.दू.नी.शो.न.प्र.सं./NTIPRIT
दूरसंचार विभाग /Department of Telecommunications
भारत सरकार /Govt. of India
एल्ट परिसर गाजियाबाद /ALTTC Campus, Ghaziabad

To,

1. PS to Secretary (T) for kind info. of Sect. (T)
2. Member (S) for kind info. pl.
3. Member(T) for kind info. pl.
4. DG (Telecom) for kind info. pl.
5. Administrator-USOF
6. Sr. DDG (TEC)
7. Sr. DDG (NCCS)
8. All Sr. DDG - Heads of LSAs
9. All DDGs of DoT HQ.

List of courses available on iGOT mapped with competency requirement for DoT officers.

S.No.	Course name	Provider Name
1.	Constitutional provisions at workplace	ISTM
2.	Annual performance appraisal report (apar)	ISTM
3.	Appeal revision and review	ISTM
4.	Budget	ISTM
5.	Central government employees group insurance scheme (cgegis)	ISTM
6.	Central government health scheme (cghs) & central services medical attendance (csma) rules	ISTM
7.	Code of conduct for government employees	ISTM
8.	Consolidated instructions on suspension	ISTM
9.	Consultation with upsc in disciplinary cases	ISTM
10.	Development of attitude, knowledge, skill for holistic transformation in administration (dakshta)	ISTM
11.	Evaluation of evidence	ISTM
12.	Formulation of public policies	ISTM
13.	Foundation training programme - teaser	ISTM
14.	Government e marketplace	ISTM
15.	Handling central administrative tribunal (cat) cases	ISTM
16.	Leave rules	ISTM
17.	Leave travel concession (ltc)	ISTM
18.	Noting & drafting	ISTM
19.	Office procedure	ISTM
20.	Parliamentary procedures	ISTM
21.	Pay fixation	ISTM
22.	Pensionary benefits	ISTM
23.	Preparation and maintenance of reservation rosters	ISTM
24.	Preparation of cabinet notes	ISTM
25.	Prevention of sexual harassment of women at workplace	ISTM
26.	Reform initiatives of government of India	ISTM
27.	Right to information act, 2005 - part 1	ISTM
28.	Right to information act, 2005 - part 2	ISTM
29.	Travelling allowances	ISTM
30.	Bill passing, imprest, accounts & audit inspection	Ministry Of Railways
31.	People politics and change	World Bank
32.	Basics of e-governance & digital India	IIPA
33.	Bid participation	GeM
34.	Buyer dashboard	GeM
35.	Catalogue management	GeM
36.	Introduction to gem for buyers	GeM
37.	Introduction to sellers & service provider	GeM
38.	Invoicing and payment process	GeM
39.	Mode of procurement & procurement processes	GeM
40.	Payment process for buyers	GeM
41.	Registration of buyers	GeM
42.	Vendor registration	GeM
43.	Introduction to government emarketplace	National E-Governance Division Negd
44.	Fundamental rules (fr) and supplementary rules (sr)	Department Of Expenditure
45.	Public procurement framework of goi	Department Of Expenditure
46.	Introduction to emerging technologies	CBC

47.	Pm gatishakti	DPIIT
48.	Geographical information system	Department Of Space
49.	Effective communication	IIMB
50.	Basics of public policy research	NACITN
51.	Understanding the telecommunications licensing regime	NICF
52.	Code of conduct for Govt. Employee	ISTM
53.	Understanding Motivation	LBSNAA
54.	Self-Leadership	Art of Living
55.	Stress Management	iGOT
56.	Effective communication	IIMB
57.	5G Usage scenarios and its key Capabilities	NTIPRIT
58.	Audit and inspection of Internet service provider (ISP)	NTIPRIT
59.	Prime Minister's Wi-Fi Access Network Interface (PM-Wani)	NTIPRIT
60.	Disaster Management- Role of Telecommunications	NTIPRIT
61.	Open Radio Access Network (O-RAN)	NTIPRIT
62.	Information Security Basics	NTIPRIT
63.	5G Core Network Architecture	NTIPRIT
64.	5G New Radio Spectrum Related Aspects	NTIPRIT
65.	5G New Radio Frame Structure	NTIPRIT
66.	Lawful Interception Architecture of 5G	NTIPRIT
67.	Trusted Sources Framework for Telecom Network Equipment	NTIPRIT

Annexure – II

Report on Utilization of iGOT portal

Name of the Unit: ……………………………..

S. No.	Name of the Officer/Official	Designation	Email id	Name of Course Completed

Note - Please attach the Course Completion/Assessment Certificate generated by iGOT portal.