

दिल्ली विकास प्राधिकरण
प्रशिक्षण विभाग
सी-1/316, तृतीय तल, विकास सदन,
आई.एन.ए., नई दिल्ली-110023
दूरभाष न. 011-2466-1545/1505



DELHI DEVELOPMENT AUTHORITY
TRAINING DEPARTMENT
C-1/316, 3RD FLOOR, VIKAS SADAN
INA, NEW DELHI-110023
Ph. No. 011-2466-1545/1505

No. PERS/TRG/0003/2024/F9/-AD(TRAINING DEPTT.)

314

Date: 13/01/2026

To

All Secretaries (Sports Complexes)/Chief Engineers Office, DDA

Sub:- One-Day Training of DDA staff under Phase-III of Rashtriya Karmayogi Jan Seva Program.

It is hereby informed that competency-driven capacity building in government employees is being facilitated by way of the iGOT-Karmayogi digital learning platform.

In order to further underscore the need for continuous, role-specific capacity building, it has been directed vide OM No. T-28/27/2025-Igot dated 04.07.2025 issued by Training Wing of DoPT, that all Central Government employees will be required to complete prescribed courses on iGOT annually and that this will also be reflected in their Annual Performance Appraisal Reports (APARs).

Accordingly, the training of Master Trainers/Karmayogi Coaches under Phase-II of the Rashtriya Karmayogi Jan Seva Program has been successfully completed.

As per the directions of the Ministry of Housing and Urban Affairs (MoHUA), the next phase comprising one-day offline training sessions for all regular DDA officials (approximately 3,000 officials) is required to be completed during the month of **January 2026**.

Accordingly, the said training shall be conducted at DDA Sports Complexes and the offices of the Chief Engineers on **Saturdays, i.e., 17th, 24th, and 31st January 2026 (10 AM to 6 PM)**.

In this regard, all concerned Secretaries of Sports Complexes and Chief Engineers of Divisions are requested to extend full cooperation by:

- Providing suitable space for training of each batch of 40 participants;
- Coordinating with the designated Master Trainers; and
- Ensuring participation of officials as per the prescribed schedule.

It should be ensured that all participants have downloaded the iGOT Karmayogi App and logged in using their **gov.in ID** prior to attending the training.

Further:

- A Nodal Officer may be nominated by the concerned offices of Secretaries of Sports Complexes and Chief Engineers to ensure the active participation of all participants and Master Trainers.
- For the conduct of the training programmes in batches of 40-45 participants, the concerned offices of Secretaries of Sports Complexes and Chief Engineers are requested to arrange the following facilities:

1. Stationery and equipment:

- Notepads (one per participant)

- Pens (one per participant)
 - Sketch pens (one packet per five participants)
 - Charts (one per five participants)
2. One projector
 3. Functional Wi-Fi connectivity
 4. Refreshments, including lunch and morning and evening tea with snacks, may be provided at a ceiling of 240/- per person, and the bills may be submitted to Room No. 316, C-1 Block, 3rd Floor, Training Cell, Vikas Sadan, DDA for reimbursement.

The batch-wise list of Master Trainers and participants is enclosed for reference and necessary action. The attendance sheets, duly signed by the participants, may be forwarded to the Training Department at dydirtrg1@gmail.com. In case of any further queries, the concerned may kindly contact **Pushp Lata Handa, Dy. Director (Training)-9818048494 & Devesh Kumar, Assistant Director (Training)- 7838507666, & Sudhir Kumar, ASO (Training)-8860249126.**

This issues with the approval of the Competent Authority.

Signature
13/11/26

Director (Pers. & Training)

Enclosures:

1. List of Participants for:
 - a. 17th January: Annexure A
 - b. 24st January : Annexure B
 - c. 31st January : Annexure C
2. List of Master Trainers
3. DoPT, GoI OM dated 04.07.2025

Copy to:

4. PS to Commissioner (Pers. & Trg.)
5. PS to Director (Training)
6. DD(Systems), with request to upload this letter on DDA's website.

Signature