

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, 3<sup>RD</sup> FLOOR, VIKAS SADAN  
INA, NEW DELHI-110023  
Ph. No. 011-2466-1545/1505

No. PERS/TRG/0003/2022/F9/-AD(TRAINING DEPTT.)/ 377

Date: 2/04/26

**OFFICE MEMORANDUM**

**Subject: Extension of last date for Completion of Mandatory Courses and Comprehensive Assessment on iGOT Karmayogi platform up to 30.04.2026**

Reference is invited to the Office Memorandum dated 27.02.2026 and corrigendum dated 05.03.2026 issued by the Training Department regarding completion of Mandatory Courses and Comprehensive Assessment on the iGOT Karmayogi Platform up to 31.03.2026.

1. Reference is also invited to Office Memorandum No. T-28/27/2025-iGOT dated 18.03.2026 issued by the DoPT, Ministry of Personnel, Public Grievances and Pensions, GoI, regarding extension of the last date for completion of mandatory courses and Comprehensive Assessment on the iGOT Karmayogi Platform.
2. In view of the above, it is hereby informed that the last date for completion of the prescribed mandatory courses (**Annexure-A**) and Comprehensive Assessment for the Reporting Year 2025-26 has been extended from 31.03.2026 to **30.04.2026**.
3. All officers/officials are advised to complete the mandatory courses and Comprehensive Assessment on or before 30.04.2026.
4. All Heads of Departments/Branches are requested to circulate these instructions among all officers/officials under their control and ensure compliance within the stipulated timeline.

**Encl.:** (i) Annexure A: list of courses and (ii) Annexure B: Steps for updating the profile (iii) MoHUA letter (iv) DoPT letter (v) OM dt 27.02.2026 and corrigendum dt 05.03.2026


Commissioner (Pers. & Training)

Copy for kind information to:

1. All Heads of Department of DDA
2. OSD to VC office
3. PS to F.M/E.M, DDA
4. PS to CVO
5. PS to Pr. Commissioner (Housing, PMAY, Sports, CWG, Personnel and Coordination)/  
(LD, LM, PM-UDAY & Land Pooling)/(Horticulture, Landscape and Systems)

(2)

6. PA to Commr. (Pers, & Trg.)/(LM)/(Housing)/Commissioner (Plg.)/(Land Pooling)
7. PS to Commr.-cum-Secretary office
8. PS to Chief Architect
9. PS to CLA
10. PS to CAO
11. PS to CE (HQ)/CE(Projects)/CE(Sports)/CE (Narela)/CE(SZ)/CE(SEZ)/CE(NZ)/CE(RZ)  
/CE (Dwk)/CE (Hort.)
12. DD(P) – I/II/III/IV/V
13. DD (PMIS) for uploading on DDA's Website under the APAR tab
14. DD (Systems): with the request to upload this on DDA's website in the Training Section.

  
1.4.26  
Director (Training) - L.D.

## APAR Course Recommendations

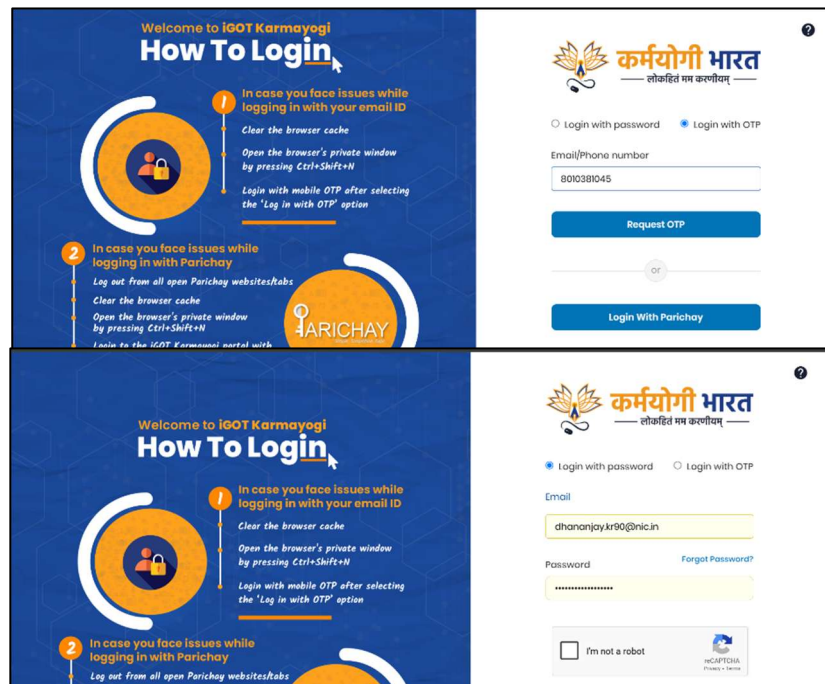
Sl. No.	Designation	Sl. No.	Courses	Type of competency	Length	Provider	Source of the Course	Mandatory Course	Assessments prepared/ to be prepared
A	Group A (level 10 and Above)	1	Purpose-Driven Leadership	Behavioral	1h 55m	ISB Hyderabad	CBC List	Mandatory Course for Assessment	Already prepared by Karmayogi Bharat (KB)
		2	Design Thinking for Excellence in Public Services	Fuctional	2h 40m	Brhat	CBC List	Mandatory Course for Assessment	Already prepared by KB
		3	Evidence Based Policy Making	Fuctional	1h 38m	ISB Hyderabad	CBC List	Mandatory Course for Assessment	Already prepared by KB
		4	Behaviour Architecture – Understanding Human Behaviour	Behavioral	2h 00m	Fractal	CBC List		
		5	Nation Branding	Behavioral	3h 16m	ISB Hyderabad	CBC List		
		6	Understand How AI impacts you and your government	Domain	1h 45m	Apolitical	iGOT		
B	Group B (level 6 to 9)	1	New initiatives on public procurement Landscape of India	Functional	50m	National E-Governance Division (NEGD) MeitY Govt of India	iGOT	Mandatory Course for Assessment	To be prepared
		2	Conduct Rules	Behavioral	1h 22m	ISTM	iGOT	Mandatory Course for Assessment	Already prepared by KB

		3	Understanding and Managing Stress	Behavioral	50m 32s	XLRI- Xavier School of Management	CBC List	Mandatory Course for Assessment	Already prepared by KB
		4	Structuring Problems	Functional	2h 37m	Harappa Education	CBC List		
		5	Responsible Data Management	Functional	1h 58m	DataDotOrg	CBC List		
		6	Solid Waste Management under Swachh Bharat Mission Urban 2.0	Domain	57m 36s	RCUES Mumbai	iGOT		
C	Group C (level 5 and Below)	1	Basics of Communication	Behavioral	1h 10m	Indian Institute of Mass Communication (IIMC)	CBC List	Mandatory Course for Assessment	Already prepared by KB
		2	Training Programme on e-office	Functional	52m 39s	Haryana Institute of Public Administration	CBC List	Mandatory Course for Assessment	To be prepared
		3	काय 'थल पर मिहलाओं के यौन उीड़न की रोकथाम	Behavioral	43m	Delhi Police	iGOT	Mandatory Course for Assessment	To be prepared
		4	Responsible Data Management	Functional	1 h 58 m	DataDotOrg	CBC List		
		5	Microsoft Word Beginners	Functional	2h 56m	Microsoft	CBC List		
		6	Basic Computer Course for New Entrants	Functional	36m 41s	Sashastra Seema Bal (SSB)	CBC List		

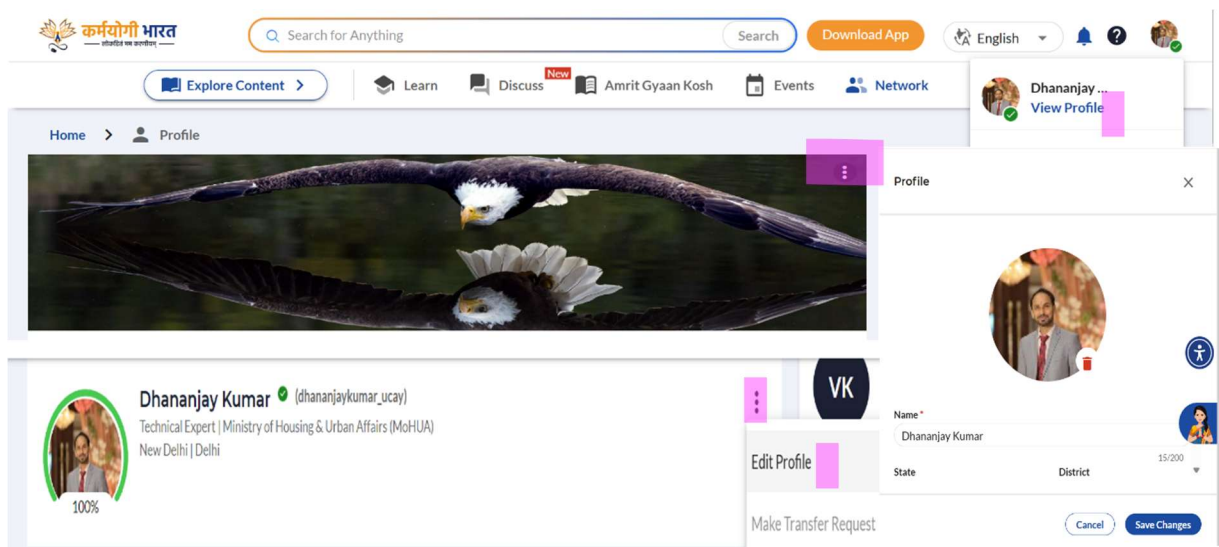
# Steps to follow to update their profile on iGOT Platform.

1. Login in iGOT with OTP/Combination of NIC Email ID and Password

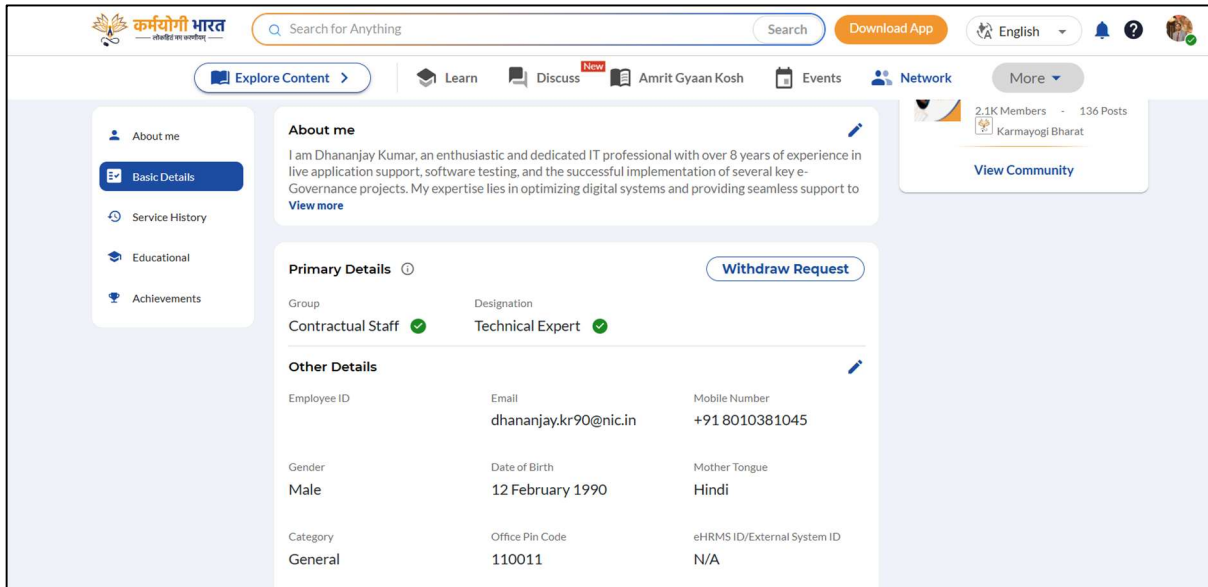
<https://portal.igotkarmayogi.gov.in/>



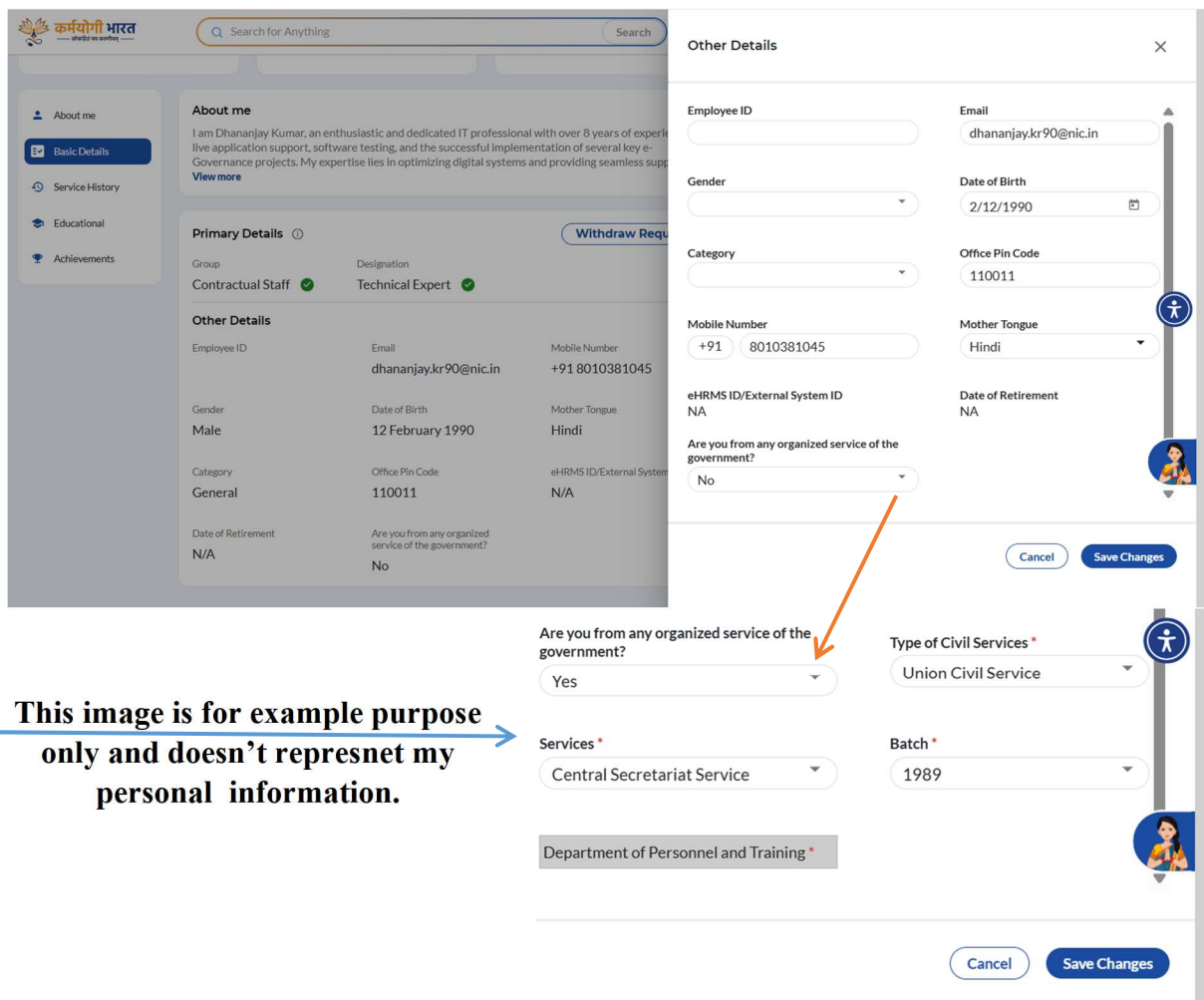
2. After successfully logging in, click on your profile picture in the top right corner. Select **"View Profile"** from the dropdown menu. Then, navigate to the sections highlighted in pink (such as **Update Cover Photo, Name, and Location**) to make your updates.



3. Now, scroll down and update the information under sections such as **About Me**, **Basic Details**, **Service History**, **Educational**, and **Achievements**.

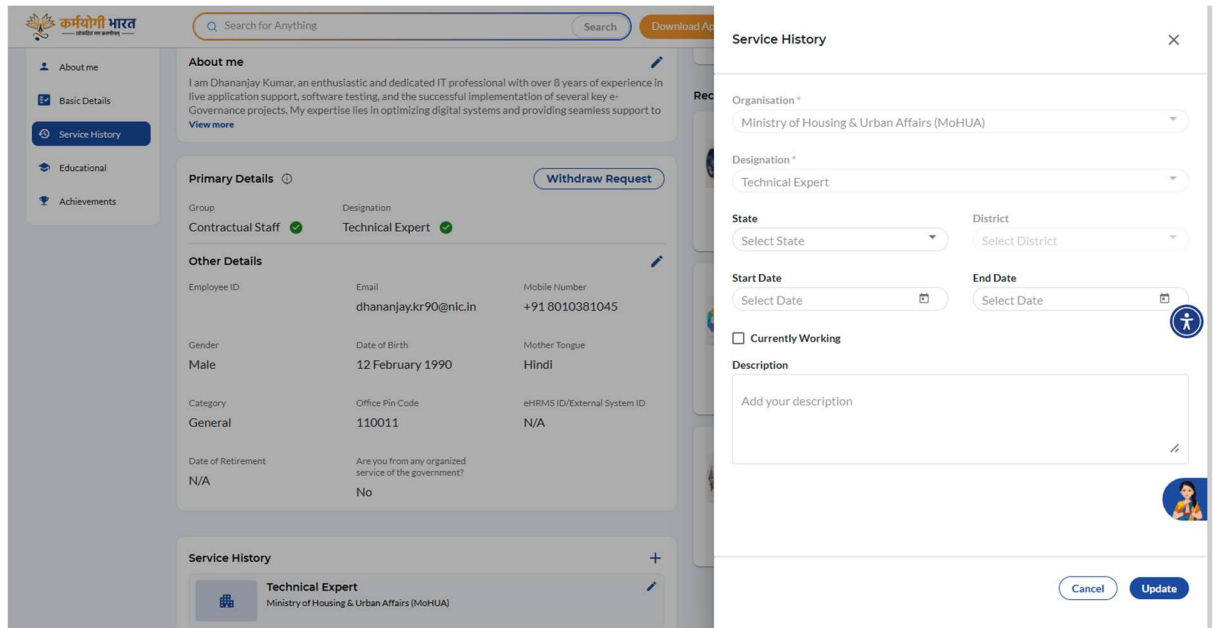


4. Click on the **pencil icon** under **Basic Details** → **Other Details** to update your information. Then, click on "Are you from any organized service of the government?" and select **Yes**. Provide the required information such as **Type of Civil Services/Service/Batch**, and then click on **Save Changes**.



This image is for example purpose only and doesn't represent my personal information.

5. Now Update the service History Page



6. Now Update the Educational Information:

**For any assistance or queries, please contact the individuals below or write to the email addresses provided:**

**Name:** Shri Ram Rakha  
**Designation :** Under Secretary  
**Email:** [ram.rakha@nic.in](mailto:ram.rakha@nic.in)  
**Mobile:** +91 11-23063630

**Name:** Shri Dhananjay Kumar  
**Designation :** Technical Expert  
**Email:** [ghananjay.kr90@nic.in](mailto:ghananjay.kr90@nic.in)  
**Mobile:** +91 80103 81045

\*\*\*\*\*



Ram Rakha



In Progress  
48



Certificate  
26



Learning hours  
48h 45m

Karma Points  
217

Leaderboard  
43rd rank

Weekly Claps  
0 weeks

Show my activities

Scheduled Assessments



Comprehensi...

Beginner

Comprehensive Assessment 2025-26

By Ministry of Housing and Urban Affairs (MoHUA)

Program ends on

APAR

Upcoming

Overdue

Completed

All

Show all

31 Mar, 2026 APAR  
Urban Development in India: Basic Version  
2h 21m



Course Beginner



By Karmayogi Bharat

4.5

31 Mar, 2026 APAR  
DIGITAL PERSONAL DATA PROTECTION ACT, 2023: AN OVERVIEW  
1h 12m



Course Beginner



By Karmayogi Bharat

4.4

31 Mar, 2026 APAR  
EFFECTIVE MANAGEMENT OF URBAN SERVICES IN CITIES THROUGH IODC  
1h 8m



Course Beginner



By Karmayogi Bharat

4.5

The IGOT Marketplace

Providers

iGOT Classroom

Show all

No-K-14012/101(1)2023-CBUD/MissionKarmayogi  
Government of India  
Ministry of Housing and Urban Affairs  
(CBUD/ Mission Karmayogi)

Sankalp Bhawan, New Delhi  
Dated the February 06, 2026

**OFFICE MEMORANDUM**

**Subject: Mandatory consumption of APAR linked Courses on iGOT Karmayogi Platform and completion of Comprehensive Assessment – Live until 31/03/2026 -reg.**

The undersigned is directed to refer to this Division's OM of even no. dated 08.12.2026, 26.12.2025, and 02.02.2026 regarding the above noted-subject.

2. It is informed that all **mandatory courses (list attached) and comprehensive assessment modules** framed from **mandatory courses** are **live on iGOT Karmayogi Platform until 31.03.2026**. The assessment would be accessible only upon completion of the mandatory courses. The assessment details are as under:

- |                         |                                    |
|-------------------------|------------------------------------|
| ➤ Total Marks: 100      | ➤ Total Number of Questions: 50    |
| ➤ Time: 60 Minutes      | ➤ Maximum Number of Attempts: 9    |
| ➤ Qualifying Marks: 50% | ➤ Negative Marking: Not applicable |

3. All officers/ officials of **MoHUA** are requested to log in to the iGOT Karmayogi Platform and verify whether the mandatory courses and comprehensive assessment are visible in their profile. A **reference image** has been attached for convenience.

4. Further, Officers/ officials are advised to carefully update their profile by navigating to: **Profile Section → Basic Details → Primary & Other Details**. The updating of profile is **crucial** for correct course reflection and system integration.

5. In case of any clarification/ issue, officers/ officials may contact **O/o US (CBUD)** or reach out through "**Email: dhananjay.kr90@nic.in; Mobile: +91 8010381045; Telephone: 011-23783428**."

6. All the concerned are requested to comply with the above instructions within the stipulated timeline.

**Encl.: As above:**

  
(Ram Rakha)

Under Secretary to the Government of India

Tel: 011-23783428  
Under Secretary  
आवासन एवं शहरी कार्य मंत्रालय  
Ministry of Housing & Urban Affairs  
भारत सरकार / Govt. of India  
New Delhi

**To,**

1. All officers/ Officials of MoHUA
2. Admin division for dissemination of the information to all the offices/ organization MoHUA.

**Copy to:**

1. PSO to Secretary, HUA
2. PPS to EA(GP)
3. SO, IT Cell for uploading on e-Office.

**No. T-28/27/2025-iGOT**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pensions**  
**Department of Personnel & Training**  
**(Training Wing)**  
\*\*\*\*\*

Block-IV, 3rd Floor,  
Old JNU Campus, New Delhi-110067  
Dated: 18th of March, 2026

**OFFICE MEMORANDUM**

**Subject: Extension of last date for Completion of Mandatory Courses and Comprehensive Assessment on iGOT Karmayogi platform.**

The undersigned is directed to refer to this Department's O.M. of even number dated 04.07.2025 (copy enclosed) on the subject cited above, vide which it was made mandatory for Central Government employees, along with officers of the All-India Services, to complete at least 50% of the prescribed courses and undergo a comprehensive assessment. The status of completion of the courses and the assessment is to be recorded in the Annual Performance Appraisal Reports (APARs) of the employees.

2. In this regard, it is informed that with the approval of the competent authority, it has been decided **to extend the last date for completion of the prescribed mandatory courses and comprehensive assessment for the Reporting Year 2025-26, from 31st March, 2026 to 30th April, 2026.** The employees may complete the mandatory courses and comprehensive assessment before 30.04.2026 or before sending their APAR to their Reporting Authority, whichever is earlier.

Digitally signed by  
Ram Bhagat Kushwaha (R.B. Kushwaha)  
Date: 18/03/2026  
11:21:36

To:

1. The Secretaries to all the Ministries/Departments of the Government of India
2. All Cadre Controlling Authorities

Copy to:

1. Chief Secretaries of all State Governments/UT Administrations
2. PSO to Secretary (P), DoPT
3. The Chief Executive Officer, Karmayogi Bharat
4. Secretary, Capacity Building Commission
5. Deputy Secretary/Director, AIS Division, DoPT
6. The Deputy Secretary/Director, PP Division, DoPT
7. Director (IT), NIC with request to upload the circular in DoPT's website.

No.T-28/27/2025-iGOT  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
Training Wing

\*\*\*\*\*

Block-IV, Old JNU Campus,  
New Delhi -110067  
Dated: 04 July, 2025

**Office Memorandum**

**Subject: Mandatory Course Completion and Comprehensive Assessment on the iGOT Karmayogi portal – reg.**

The undersigned is directed to say that the National Programme for Civil Services Capacity Building (NPCSCB) – *Mission Karmayogi*, approved by the Union Cabinet on 2nd September 2020, aims to build a citizen-centric and future-ready civil service through a role-based capacity building approach. Competency-driven capacity building in government employees is being facilitated by way of the iGOT-Karmayogi digital learning platform. The platform offers anytime, anywhere learning on key domain, behavioral, and functional competencies.

2. In order to further underscore the need for continuous, role-specific capacity building, it has now been decided that all Central Government employees and officers of the All India Services (AIS) will be required to complete prescribed courses on iGOT annually and that this will also be reflected in their Annual Performance Appraisal Reports (APARs). **The courses for the Central Government employees and the officers of the All India Services (AIS) on Central Deputation shall be prescribed by their respective Ministries/ Departments/Organisations (MDOs) and for all other officers of the AIS, the same shall be prescribed by their respective Cadre Controlling Authorities (CCAs).**

3. Accordingly, the following instructions are hereby issued to all MDOs and the CCAs of the AIS.

- i. In the case of Central Government employees and the AIS officers under Central Deputation, all MDOs of Government of India shall identify relevant courses on the iGOT

Karmayogi Platform for employees at each level as the annual target. As an illustration, a minimum of 6 courses could be selected for each of the following levels - MTS, SO/ASO & equivalent, US & equivalent, DS/Director, JS and above.

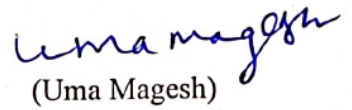
- ii. In the case of AIS officers not on Central Deputation and the CCS officers not working with any MDO of the Govt of India, the CCAs shall identify relevant courses on the iGOT Karmayogi Platform for employees at each level as the annual target. As an illustration, the respective CCAs could select a minimum of 6 courses for each of the following levels - upto 9 years of service, above 9 and upto 16 years of service, above 16 and upto 25 years of service, 25 years and above of service.
- iii. These courses shall be added by the MDO Admin/CCA as “Training Plan” for each of the positions/designations/levels on the iGOT portal.
- iv. Once the “Training Plans” get added, these courses will get reflected as targets in the “My iGOT” section of iGOT profile of the respective users. This, however, will be possible only once the employee has updated her/his profile on iGOT so as to correctly reflect her/his current role/position/designation in the Ministry/Department/Organization the employee is serving in. AIS officers serving in the states/UTs must update their iGOT profiles to correctly reflect their service and batch such that they are mapped to the correct CCA and level (based on years of service).
- v. All employees shall complete at least 50% of the courses prescribed by the MDO/CCA for the year.
- vi. The status of course completion for mandated courses will be directly fetched from iGOT and reflected in the Annual Performance Appraisal Reports (APARs) from the reporting period 2025-26 (corresponding to the APAR cycle of 2026-27).
- vii. The information will be captured in a new sub-table under the existing “Training Programs Attended” section in Part-I of the APAR.

4. It has also been decided to roll out a Comprehensive Assessment Framework from the reporting period 2025-26 (corresponding to the APAR cycle of 2026-27). As per the framework, competency attainment will be evaluated through standalone assessments based on courses identified by the MDOs (or the CCAs as the case may be) for employees at each level. All central government employees and all officers of the AIS will have to pass the assessment

mandated for them during the course of the reporting year and the successful completion of the assessment will also be reported in the APAR by fetching relevant data from iGOT.

5. All MDOs are requested to ensure strict adherence and compliance with the aforementioned guidelines and to take active steps for their time-bound implementation in accordance with the timelines specified in Annexure A. The respective CCAs are requested to spearhead the implementation for AIS officers who are not on Central Deputation.

6. Detailed instructions regarding the roll out of comprehensive assessment will be issued separately. Necessary instructions regarding the modification of the APAR form will also be subsequently issued by the concerned CCAs.

  
(Uma Magesh)

Under Secretary to the Government of India

Tele: 26706310

To

- (i) Secretaries to all the Ministries/Departments of the Government of India
- (ii) All Cadre Controlling Authorities

Copy to:

- (i) Chief Secretaries of all State Governments /UT Administrations
- (ii) PSO to Secretary (P)
- (iii) Secretary, Capacity Building Commission
- (iv) CEO, Karmayogi Bharat
- (v) Director (IT), NIC
- (vi) Deputy Secretary /Director AIS Division, DoPT
- (vii) Deputy Secretary /Director, PP Division, DoPT

## Annexure A

The following timelines shall be adhered to for the implementation of the guidelines outlined in this Office Memorandum:

<b>Sl. No.</b>	<b>Items</b>	<b>Deadline</b>
1.	Orientation workshop for the heads of Capacity Building Units (AS/JS level) of all Ministries/Departments and the Cadre Controlling AS/JS of the AIS, along with hands on session for Dir/DS/US level officers responsible for the implementation to guide them on the process of uploading Annual Targets for employees at each level.	by 31.07.2025
2.	Identification of relevant courses on iGOT Karmayogi portal for employees at each level as the annual target by MDOs and CCAs and their addition as “Training Plan” for each role/position/designation/level on iGOT.	by 31.08.2025
3.	Integration of SPARROW and iGOT enabling the status of course completion for mandated courses to be directly fetched from iGOT and reflected in the APARs.	by 31.08.2025
4.	Creation of Question Banks for the Comprehensive Assessment by all MDOs and CCAs.	by 15.10.2025
5.	Comprehensive assessments for employees at each level to be made live on iGOT.	by 15.11.2025
6.	Employees to complete at least 50% of the courses prescribed by the MDO/CCA for the year, and complete the prescribed Comprehensive Assessment.	by 31.03.2026

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

No. PERS/TRG/0003/2022/F9/-AD(TRAINING DEPTT.)/ 356

Date: 27/02/2026

**OFFICE MEMORANDUM**

**Subject: Mandatory consumption of APAR-linked courses on the iGOT Karmayogi Platform and completion of Comprehensive Assessment – reg.**

Reference is invited to Office Memorandum No. K-14012/101(1)2023-CBUD/Mission Karmayogi dated 06.02.2026 issued by Ministry of Housing and Urban Affairs (CBUD/Mission Karmayogi) regarding mandatory consumption of **APAR-linked courses on the iGOT Karmayogi Platform and completion of the Comprehensive Assessment up to 31.03.2026.**

2. As conveyed by MoHUA, all concerned officers/officials are required to complete the prescribed **mandatory courses (Annexure A of enclosure)** and the **Comprehensive Assessment** within the stipulated timeline, i.e., **on or before 31.03.2026.**

3. The updating of profile is **crucial for correct course reflection and system integration.** Therefore all Officers/ officials are advised to carefully update their profile by navigating to: **Profile Section → Basic Details → Primary & Other Details.**

4. If the courses are not reflecting, concerned officers/officials are advised to immediately update their profiles. Details of the assessment and steps for updating the profile are provided at **Annexure B.** Officers/officials must log in to the iGOT Platform to verify course visibility and ensure their profile is duly updated for proper system integration.

4. In case of any clarification or technical issue, officers/officials may contact the O/o US (CBUD), MoHUA at: **Sh.Dhananjay Kumar(Technical Expert), Email: dhananjay.kr90@nic.in, Mobile:+91-8010381045, Telephone: 011-23783428 and Ms Charu Upadhyay: Consultant (88299298561)**

5. All Heads of Departments/Branches are requested to circulate these instructions among all officers/officials under their control and ensure strict compliance within the prescribed timeline.

**Encl.:** (i) Annexure A: list of courses and (ii) Annexure B: Steps for updating the profile (iii) MoHUA letter.

  
27/2/26  
Commissioner (Pers. & Training)

Copy for kind information to:

1. All Heads of Department of DDA
2. OSD to VC office
3. PS to F.M/E.M, DDA
4. PS to CVO

(2)

5. PS to Pr. Commissioner (Housing, PMAY, Sports, CWG, Personnel and Coordination)/  
(LD, LM, PM-UDAY & Land Pooling)/(Horticulture, Landscape and Systems)
6. PA to Commr. (Pers, & Trg.)/(LM)/(Housing)/Commissioner (Plg.)/(Land Pooling)
7. PS to Commr.-cum-Secretary office
8. PS to Chief Architect
9. PS to CLA
10. PS to CAO
11. PS to CE (HQ)/CE(Projects)/CE(Sports)/CE (Narela)/CE(SZ)/CE(SEZ)/CE(NZ)/CE(RZ)  
/CE (Dwk)/CE (Hort.)
12. DD(P) – I/II/III/IV/V
13. DD (PMIS) for uploading on DDA's Website under the APAR tab
14. DD (Systems): with the request to upload this on DDA's website in the Training Section.

*BM*  
*27/2/26*

Director (Training)

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DELHI DEVELOPMENT AUTHORITY  
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INA, NEW DELHI-110023  
Ph. No. 011-2466-1545/1505

No. PERS/TRG/0003/2022/F9/-AD(TRAINING DEPTT.)/ 359

Date: 05/03/2026

**Corrigendum**

**Subject: Mandatory consumption of APAR-linked courses on the iGOT Karmayogi Platform and completion of Comprehensive Assessment – reg.**

Reference is invited to Office Memorandum No. PERS/TRG/0003/2022/F9/-AD(TRAINING DEPTT.)/356 dt 27.02.2026 mandatory consumption of **APAR-linked courses on the iGOT Karmayogi Platform and completion of the Comprehensive Assessment up to 31.03.2026.**

2. As conveyed by MoHUA, there is change in course content for Group A officials which are following:

S.no	Updated mandatory Courses to be done now	Courses before	Remarks
1.	Purpose-Driven Leadership	Purpose-Driven Leadership	No change
2.	Design Thinking for Excellence in Public Services	Right to Information (RTI)	Changed
3.	Evidence Based Policy Making	Understanding & Managing Stress	Changed
4.	Behaviour Architecture – Understanding Human Behaviour	Effective management of urban services in cities through ICC	Changed
5.	Nation Branding	Used Water Management	Changed
6.	Understand How AI impacts you and your government	Behaviour Architecture – Understanding Human Behaviour	Changed

3. Rest of the content courses for Group B & C remain the same.

4. All Heads of Departments/Branches are requested to circulate these instructions among all officers/officials under their control and ensure strict compliance within the prescribed timeline.

Encl.: Updated Annexure A: list of courses

*DM*  
5/3/26  
Director (Training)

(2)

Copy for kind information to:

1. All Heads of Department of DDA
2. OSD to VC office
3. PS to F.M/E.M, DDA
4. PS to CVO
5. PS to Pr. Commissioner (Housing, PMAY, Sports, CWG, Personnel and Coordination)/  
(LD, LM, PM-UDAY & Land Pooling)/(Horticulture, Landscape and Systems)
6. PA to Commr. (Pers. & Trg.)/(LM)/(Housing)/Commissioner (Plg.)/(Land Pooling)
7. PS to Commr.-cum-Secretary office
8. PS to Chief Architect
9. PS to CLA
10. PS to CAO
11. PS to CE (HQ)/CE(Projects)/CE(Sports)/CE (Narela)/CE(SZ)/CE(SEZ)/CE(NZ)/CE(RZ)  
/CE (Dwk)/CE (Hort.)
12. DD(P) – I/II/III/IV/V
13. DD (PMIS) for uploading on DDA's Website under the APAR tab
14. DD (Systems): with the request to upload this on DDA's website in the Training Section.

*H. de*  
*5/3/26*

Dy. Director (Training)