

ई-मेल

बिहार सरकार
सामान्य प्रशासन विभाग

प्रेषक,

सदन कुमार झा
सरकार के अवर सचिव

सेवा में,

भारतीय प्रशासनिक सेवा के सभी पदाधिकारी
(बिहार संवर्ग)

पटना-15, दिनांक- 3.2.26

विषय :- भा.प्र.से. के पदाधिकारियों द्वारा i-Got Karmyogi Portal पर अनिवार्य पाठ्यक्रम पूरा करने के संबंध में।

महाशय,

निदेशानुसार उपर्युक्त विषय के संबंध में कहना है कि सामान्य प्रशासन विभाग के पत्रांक-20756 दिनांक 07.11.2025 द्वारा अखिल भारतीय सेवाएं के पदाधिकारियों को i-Got Karmyogi Portal पर प्रशिक्षण हेतु भारत सरकार द्वारा प्रत्येक कार्यावधि के स्तर के पदाधिकारियों के लिए निर्धारित वैकल्पिक पाठ्यक्रम पर प्रशिक्षण हेतु परिचारित की गयी थी एवं भारत सरकार से प्राप्त निदेश का अनुपालन सुनिश्चित करने का अनुरोध किया गया था।

अतः विषयांकित मामले में i-Got Karmyogi Portal पर प्रशिक्षण हेतु कार्मिक और प्रशिक्षण विभाग, भारत सरकार द्वारा निर्गत अनिवार्य पाठ्यक्रम से संबंधित पत्र दिनांक 16.10.2025 संलग्न करते हुए स्मारित किया जाता है कि भारत सरकार से प्राप्त उक्त निदेश का अनुपालन अनिवार्य रूप से सुनिश्चित करने की कृपा की जाय।

अनुलग्नक : यथोक्त।

विश्वासभाजन


03/2/26

(सदन कुमार झा)

सरकार के अवर सचिव

812

No. 11059/03/2025-AIS-III
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Kartavya Bhawan - 3, New Delhi
Dated the 16th October, 2025

To,

Chief Secretaries of all the State / UT Governments,

Subject: Mandatory Course Completion by IAS officers on iGOT Karmayogi portal

Sir / Ma'am

I am directed to refer to communication dated 04.07.2025 (copy enclosed) of Training Division, DoP&T, on the subject noted above and letter dated 03.09.2025 (copy enclosed) vide which it was, inter-alia, communicated that in order to ensure continuous, role-specific capacity building, it was decided that all 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).

2. Accordingly, a list of courses, available on iGOT Portal (<https://igotkarmayogi.gov.in>) for consumption of IAS officers is prescribed herewith for each level of officers based on their length of Service:

S.No.	Course Name	Remarks
Course prescribed for IAS officers with 0-9 year of Service		
1.	AIS (Conduct) Rules, 1968	Mandatory
2.	GenAI for Everyone	Mandatory
3.	Introduction to 3 New Criminal Laws	Mandatory
4.	Basics of Disaster Management	Optional
5.	Data Driven Decision Making for Government	Optional
6.	Evidence-based Policy Making	Optional
7.	Prevention of Sexual Harassment of Women at Workplace	Optional
Course prescribed for IAS officers with above 9 to 16 years of Service		
1.	Noting and Drafting	Mandatory
2.	Public Policy Writing	Mandatory

911

3.	GenAI for Everyone	Mandatory
4.	Preparation of Cabinet Notes	Optional
5.	Cybersecurity	Optional
6.	Evidence in Public Policy	Optional
Course prescribed for IAS officers with above 16 to 25 years of Service		
1.	Managing and Leading Teams	Mandatory
2.	Structured Approach to Problem Solving	Mandatory
3.	Introduction to Emerging Technologies	Mandatory
4.	Effective Techniques To Manage Stress	Optional
5.	AI Policies and Governance in India	Optional
6.	PM Gatishakti	Optional
7.	Nation Branding	Optional
Course prescribed for IAS officers with above 25 years of Service		
1.	Purpose-Driven Leadership	Mandatory
2.	PM Gatishakti	Mandatory
3.	Introduction to Emerging Technologies	Mandatory
4.	Effective Communication: The Cornerstone of Great Leadership	Optional
5.	AI Policies and Governance in India	Optional
6.	Structured Approach to Problem Solving	Optional

3. This issues with the approval of Competent Authority.

Encl: As stated.

Yours' faithfully,


(Kavita Chauhan)

Under Secretary to the Government of India
Tele: 011-23093479

910

Copy to:

1. Secretaries to all the Ministries/Departments of the Government of India
2. Ms. Shampa Ghosh, Under-Secretary, iCOI, Training Division, DoP&I, Block-IV, Old JNU Campus, New Delhi.