



भारतीय कृषि अनुसंधान परिषद
Indian Council of Agricultural Research
कृषि शिक्षा संभाग/Agricultural Education Division

मानव संसाधन प्रबंधन एकक/HRMUNIT

कृषि अनुसंधान भवन-II, पूसा, नई दिल्ली- 110012

Krishi Anusandhan Bhavan -II, Pusa, New Delhi 110012

F. No. Ag. Edn. 01/08/2026-HRM/2644-2770

Dated: 01.04.2026

CIRCULAR

Subject: "Mission Karmayogi – SĀDHANA Saptah" (2nd–8th April, 2026) and conduct of Webinars/Discussions – reg.

In Continuation of O.M. of even No. dated 27.03.2026 on the above mentioned subject, as you know that DARE/ICAR are celebrating Sadhana Saptah from 2nd to 8th April 2026 under Mission Karmayogi – a national learning movement for building competencies, improving efficiency, and strengthening citizen-centric service delivery. In this regard, all the employees of DARE, all ICAR Institutes, ICAR HQs including ASRB, New Delhi are requested to promote the various activities under SĀDHANA Saptah as per details given below:

1. Log in to the iGOT Karmayogi platform during this week.
2. Explore the iGOT Marketplace and AI courses offered by leading institutions and experts on iGOT platform (**Annexure-I**).
3. Complete at least 4 hours of learning.
4. Join webinar in sector wise themes of technology, tradition and tangible outcomes and actively participate in Samuhik Charcha to align with national priorities.
5. All 113 ICAR Institutes should organize Samuhik Charcha on webinars and discussions for collective growth (**Annexure-II**).

Further it is informed that completion of at least one iGOT Marketplace course will lead to the award of the 'Karmayogi Utkarsh' Badge and a physical certificate, and completion of at least three Artificial Intelligence courses will lead to the award of the 'AI Daksh' Badge. It is informed that a webinar on the title "Lecture on Reforms in Governance@ICAR" will be delivered by Secretary, DARE & DG, ICAR at **12:30 PM to 02:00 PM on 06.04.2026**. All employees of DARE/ICAR Institutes/ICAR HQs and ASRB are requested to join the webinar The link of the webinar will be circulated soon.

A proforma (Google Sheet link) to submit the information regarding organization/completing activities of Sadhana Saptah is enclosed herewith (**Annexure-III**).

Continuous learning is the pathway to becoming future-ready, innovative, and impactful karmayogi. Let us work together to build a stronger, smarter, and more responsive ICAR.

(S.K. Sharma)
ADG (HRM)

Distribution:-

1. Chairman, ASRB, New Delhi.
2. All DDGs, ICAR, HQs., New Delhi.
3. All Directors, ICAR Institutes.

4. Director (DARE), Krishi Bhawan, New Delhi.
5. Head of the Divisions/Sections ICAR HQ, New Delhi.

Copy to:-

1. PPS to Secretary, DARE & DG, ICAR, Krishi Bhawan
2. PPS to Additional Secretary (DARE) & Secretary (ICAR)
3. PPS to DDG (Ag. Education), ICAR HQs.
4. Guard File



कर्मयोगी भारत
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CAPACITY
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हम बनें कर्मयोगी...

Sādhanā

Strengthening / Adaptive / Development and / Learning / Platform for / National / Advancement

सप्ताह

2nd April - 8th April 2026

Sadhana Saptah (2–8 April 2026) is a nationwide initiative aimed at strengthening governance capabilities through continuous learning and capacity building across Ministries, Departments, and State Governments. All government employees are encouraged to undertake a minimum of 4 hours of learning during the Saptah by taking iGOT Marketplace and AI courses. Completion of at least one iGOT Marketplace course will lead to the award of the 'Karmayogi Utkarsh' Badge and a physical certificate, and completion of at least three Artificial Intelligence courses will lead to the award of the 'AI Daksh' Badge.

IGOT Marketplace Courses (1/2)

S. No.	Course Name	Course provider	Duration	Course Link
1.	Strategy and Game Theory for Management	IIM, Ahmedabad	32h 42m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471829986787328184
2.	Leadership Skills	IIM, Ahmedabad	46h 11m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471828231954432176
3.	Law, Governance, and Public Policy	O. P. Jindal Global University	18h 37m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471817693544448133
4.	Introduction to Quantum Information	Korea Advanced Institute of Science and Technology (KAIST)	10h 48m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471836936683520192
5.	Negotiation Fundamentals	ESSEC Business School	8h 39m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471842702008320196
6.	Analysis and Interpretation of Large-Scale Programs	Johns Hopkins University	21h 6m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471819367686144139
7.	Build and Execute an Organisational AI Strategy	Coursera Instructor Network	5h 52m	https://portal.igotkarmayogi.gov.in/app/to/c/ext/ext_114471818487185408124

iGOT Marketplace Courses (2/2)

S. No.	Course Name	Course provider	Duration	Course Link
8.	Forest Carbon Credits and Initiatives	Michigan State University	6h	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471830248448000156
9.	Design Thinking and Predictive Analytics for Data Products	University of California San Diego	8h 25m	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471831709081600161
10.	Effective Engagement of Civil Society in Development	Erasmus University Rotterdam	13h 19m	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471826132869120165
11.	Blockchain Platforms	University at Buffalo, The State university of New York	16h 16m	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471819373109248140
12.	Trade and Investment: Evidence-based policies for development	Erasmus University, Rotterdam	17h 2m	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471816782184448129
13.	Foundations of Cybersecurity	Google	10h 10m	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471827688087552171

AI Courses (2/3)

S. No.	Course Name	Course provider	Duration	Course Link
7.	Fundamentals of Generative Artificial Intelligence	IIT Madras	58 mins	https://portal.igotkarmayogi.gov.in/app/toc/do/114371224734089216131/overview
8.	Introduction to Artificial Intelligence	IIT Madras	1h 2 mins	https://portal.igotkarmayogi.gov.in/app/toc/do/114371136825573376161/overview
9.	AI Applications in Government	NeGD	1h 8 mins	https://portal.igotkarmayogi.gov.in/app/toc/do/1144065387771084801508/overview
10.	आर्टिफिशियल इंटेलिजेंस की मूल बातें: सीखना अनुप्रयोग और नैतिकता	Microsoft	1h 34 mins	https://portal.igotkarmayogi.gov.in/app/toc/do/1143584122272481281396/overview
11.	प्रशासन के लिए उत्तरदायी एआई का उपयोग	Wadhvani Foundation	44 mins	https://portal.igotkarmayogi.gov.in/app/toc/do/1144377652256768001186/overview
12.	सुशासन में एआई नैतिकता	Wadhvani Foundation	1h 13 mins	https://portal.igotkarmayogi.gov.in/app/toc/do/11440583652548608011174/overview

AI Courses (3/3)

S. No.	Course Name	Course provider	Duration	Course Link
13.	Artificial Intelligence in Finance	XLRI	1h 44 mins	https://portal.igotkarmayogi.gov.in/app/toc/do_114318843800133632145/overview
14.	Core Areas of Artificial Intelligence	IIT Madras	45 mins	https://portal.igotkarmayogi.gov.in/app/toc/do_114371167997878272169/overview
15.	युवा एआई फॉर ऑल	India AI Mission	3h 50 mins	https://portal.igotkarmayogi.gov.in/app/toc/do_114475880866242561928/overview
16.	Advanced Prompt Engineering for Everyone	Vanderbilt University	8h 40 mins	https://portal.igotkarmayogi.gov.in/app/toc/ext/114471816202444800118
17.	Build and Execute an Organisational AI Strategy	Coursera	5h 52 mins	https://portal.igotkarmayogi.gov.in/app/toc/ext/114471818487185408124
18.	AI for Education (Intermediate)	Kennesaw State University	5h 25 mins	https://portal.igotkarmayogi.gov.in/app/toc/ext/114471827876872192172
19.	AI for Energy and Biomedical Applications	University of Michigan	6h 49 mins	https://portal.igotkarmayogi.gov.in/app/toc/ext/114471829010751488181

Recommended Artificial Intelligence (AI) courses on iGOT

Role & Level	S No.	Course Name	Course Provider	Duration
DG, DDGs, ADGS, Director, JS and its equivalent rank	1	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins
	2	Large Language Models: Concepts Applications	IIT Hyderabad	1h 31 mins
	3	Deep Tech and India	ORF	53 mins
	4	Advanced Prompt Engineering for Everyone	Vanderbilt University	8h 40 mins
	5	Build and Execute an Organisational AI Strategy	Coursera	5h 52 mins
Directors and Deputy Secretaries and its equivalent rank	1	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins
	2	AI in Government: Transforming Public Service Delivery	Indian Institute of Science (IISc) Bengaluru	1h 16 mins
	3	Build and Execute an Organisational AI Strategy	Coursera	5h 52 mins
	4	Core Areas of Artificial Intelligence	Indian Institute of Technology (IIT) Madras	45 mins
	5	Advanced Prompt Engineering for Everyone	Vanderbilt University	8h 40 mins

Under- Secretaries and its equivalent rank	1	YUVA AI for All	India AI Mission	3h 50 mins
	2	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins
	3	Responsible AI in the Generative AI Era	Fractal	1h 44 mins
	4	Fundamentals of Generative Artificial Intelligence	Indian Institute of Technology (IIT) Madras	58 mins
	5	AI in Government: Transforming Public Service Delivery	Indian Institute of Science (IISc) Bengaluru	1h 16 mins
Sectional Officers, Assistant, UDCs and its equivalent rank	1	YUVA AI for All	India AI Mission	3h 50 mins
	2	Responsible AI in the Generative AI Era	Fractal	1h 44 mins
	3	GenAI for Everyone	Fractal	4h 34 mins
	4	Introduction to Artificial Intelligence	Indian Institute of Technology (IIT) Madras	1h 2 mins
	5	AI Applications	NeGD	1h 8 mins
LDCs, MTS and its equivalent rank	1	YUVA AI for All	India AI Mission	3h 50 mins
	2	इमर्जिंग टेक्नोलॉजीज से परिचय	Wadhvani Foundation	1h 22 mins
	3	Artificial Intelligence (AI) - Hindi	Microsoft	1h 35 mins
	4	आर्टिफिसियल इंटेलिजेस की बातें: सीखना अनुप्रयोग और नैतिकता	Microsoft	1h 34 mins
	5	आर्टिफिसियल इंटेलिजेस का भविष्य	RCVP Noronha Academy, MP	1h 7 mins

Recommended Cybersecurity Courses on iGOT

Role & Level	S.No	Course Name	Course Provider	Duration
DG, DDGs, ADGS, Director, JS and its equivalent rank	1	Cybersecurity	upGrad	2h 56 mins
	2	Foundations	Google	10h 10 mins
	3	Cybersecurity Fundamentals for Leaders	NeGD	51 mins
Directors and Deputy Secretaries and its equivalent rank	1	Cybersecurity	upGrad	2h 56 mins
	2	Foundations	Google	10h 10 mins
	3	Cybersecurity (Intermediate Level)	IIT Madras	1h 25 mins
Under- Secretaries and its equivalent rank	1	Emerging Technologies and Security	IIT Madras	44 mins
	2	CERT-In and Fundamentals of Cyber Hygiene	NeGD	1h 10 mins
	3	Cybersecurity (Intermediate Level)	IIT Madras	1h 25 mins
Sectional Officers, Assistant, UDCs and its equivalent rank,	1	Emerging Technologies and Security	IIT Madras	44 mins
	2	Cybersecurity (Basic Level)	IIT Madras	1h 24 mins
	3	CERT-In and Fundamentals of Cyber Hygiene	NeGD	1h 10 mins
LDCs, MTS and its equivalent rank	1	Cybersecurity (Basic Level)	IIT Madras	1h 24 mins
	2	Staying Safe in Cyberspace	CRPF	2h 10 mins
	3	Cyber Hygiene Essentials	JRRPF Academy	1h 53 mins



क्षमता विकास आयोग
CAPACITY BUILDING COMMISSION

मिशन कर्मयोगी

Sādhanā

Strengthening Adaptive Development and Human Aptitude for National Advancement

सप्ताह

2nd April - 8th April 2026

हम बनें कर्मयोगी...

Mission Karmayogi SĀDHANA Saptah – 2nd to 8th April 2026

Technology | Tradition | Tangible Outcomes

India's governance landscape is being reshaped by rapid technological change, renewed attention to Indian Knowledge Systems, and an increasing focus on Citizen Centricity. **SĀDHANA Saptah** is conceived as a theme-focused and sector-anchored exercise (sector classification as per SGOS) to strengthen governance capability across Ministries, Departments, and States. Structure of the week shall be focused on three themes or Sutras, **Technology, Tradition & Tangible Outcomes**.

Mission Karmayogi SĀDHANA Saptah

Technology • Tradition • Tangible Outcomes



A. Proposed structure of the week

2nd April: Launch and National Orientation

3rd & 4th April: Technology (AI & emerging Tech)

5th & 6th April: Tradition (Indian Knowledge Systems and Indigenous Innovations)

7th & 8th April: Tangible Outcomes (Citizen Centricity and Impact)

Each Ministry/Department at the Centre and State/UT level may identify sector-specific subthemes under each pillar, conduct webinars, internal workshops, case reviews, or field visits, and submit a brief Sankalp Note summarizing insights and commitments.

1. Technology

Artificial Intelligence and emerging technologies transforming the sector. Focus areas may include:

- Sector-specific AI use cases
- Regulatory readiness
- Digital public infrastructure integration

2. Tradition

Indian Knowledge Systems and indigenous innovations relevant to the sector. Focus areas may include:

- Civilizational practices with contemporary relevance
- Community-led institutional models
- Indigenous governance insights

3. Tangible Outcomes

Outcome-oriented governance and public value creation. Focus areas may include:

- Citizen impact tracking
- Clear articulation of priority sectoral outcomes for citizens
- Dashboard-based monitoring

B. Expected Output

By the end of *Saptah*, each Ministry/Department should articulate:

1. Two priority technology interventions
2. Two sector-relevant indigenous or traditional models
3. Three measurable outcome commitments for FY 2026–27

CBC will compile and synthesize insights into a cross-sectoral compendium. Indicative Theme – Sector Mapping¹

Sector	Technology	Tradition	Tangible Outcomes
	3 & 4 April	5 & 6 April	7 & 8 April
Infrastructure	AI planning, GIS monitoring	Traditional water systems	Reduced project delays
Resources	Satellite mapping, climate analytics	Community forest governance	Sustainable extraction metrics
Security & Foreign Affairs	Cyber defence, AI intelligence	Kautilya, Panchsheel	Faster threat response
Governance	AI grievance systems	Sabha traditions	Service delivery timelines
Finance & Economy	Fraud analytics, digital payments	Indigenous trade systems	Tax compliance growth

¹ The sub-themes suggested against sectors are only indicative. Ministries/Departments must identify their own topics aligned with the overall theme for the day and relevant to their sector.

Sector	Technology	Tradition	Tangible Outcomes
	3 & 4 April	5 & 6 April	7 & 8 April
Welfare	Beneficiary analytics	Cooperative models	Inclusion & leakage reduction
Commerce & Industry	Supply chain AI	Craft cluster traditions	Export & job growth
Human Development	EdTech & Health AI	Gurukul, Ayurveda	Learning & health outcomes
Agriculture & Rural	Precision farming tech	Traditional seed systems	Farmer income growth
Technology Sector	AI governance frameworks	Mathematical & scientific heritage	Digital inclusion metrics

C. Agenda

Launch Day (Day1): National Conclave on Mission Karmayogi

Venue: Dr. Ambedkar International Centre, New Delhi

Date: 2nd April 2026

Time: 10.00 AM

S. N.	Programme	Time
1.	Inaugural Function	10.00 AM- 11.00 AM
a.	Welcome	10.00 - 10.05
b.	CBC-KB Context Setting and progress update	10.05-10.20
c.	Journey of Mission Karmayogi -Film	10.20- 10.23
d.	Launches (see Annexure)	10.23- 10.30
e.	Inaugural Address	10.30-10.55
f.	Vote of Thanks	10.55-11.00
Tea Break		
2.	Master class: 'Capacity Building Imperative for an Entrepreneurial State' by Shri. V. Anantha Nageswaran, Chief Economic Advisor, Govt. of India	11.30 AM – 12.00 Noon
3.	Thematic Session-I: National Workshop on Future Ready Training Institutions for Viksit Bharat	12.00 Noon -01.30 PM
Lunch Break		
4.	Thematic Session-II: Karmayogi Quality Framework	02.30 PM – 03.30 PM
5.	Closing Reflection and Vote of Thanks	03.30 PM – 04.15 PM
Tea & Networking		

Day 2-7 (3rd April to 8th April 2026)

S. N.	Duration	Session
1.	60 minutes	Morning Session – Webinar 1
2.	60 minutes	Afternoon/ Evening Session – Webinar 2

Available throughout the week

S. N.	Format	Session	Details
1	IGOT Modules	Courses on IGOT – At the Learner's Convenience Special focus may be given on courses on AI and the iGOT marketplace courses	<ul style="list-style-type: none"> 1-2 Courses mandatory per MDO Courses by choice of the individual Courses on AI and the iGOT marketplace courses
2	Samuhik Charcha (60 min to 120 min)	MDO/State led Samuhik Charcha	Templatized format with clear outcomes and outputs facilitated by the Capacity Building Commission and Karmayogi Bharat
3	Workshops/Onsite Courses (Physical)	MDO/CSTI/ State led workshops/ physical training	<ul style="list-style-type: none"> Session led by MDOs/ CSTI on relevant sectoral / domain related capacity building topics.
4	Thematic Days	<ul style="list-style-type: none"> Technology (3rd and 4th April) Traditions (5th and 6th April) Tangible outcomes (7th and 8th April) 	<ul style="list-style-type: none"> Samuhik charchas Karmayogi Talks Webinars Panel discussion Thematic iGOT courses

Valedictory Day – Samapan Samroh (8th April 2026)

S. N.	Duration	Session	Tentative Speakers/ Activities
1	120 minutes	Felicitation Session	<ul style="list-style-type: none"> Summary of the Week (Data) Felicitating Karmayogi Leaderboard Achievers Address by Chief Guest (~20 minutes)

Annexure 1:

Proposed Launches for the Week

The Conclave will also mark the launch of few of the key initiatives aimed at further strengthening the capacity-building ecosystem under Mission Karmayogi, including:

1. **Karmayogi Kshamata Connect – Capacity Building for Frontline Functionaries:** *Karmayogi Kshamata Connect* aims to capacitate **over 70% of frontline functionaries** across the Centre and States/UTs through a structured package of **domain, behavioural and functional learning modules**. A consolidated foundational course covering themes such as **Mission Karmayogi, Viksit Bharat, Jan Bhagidari, Cyber Safety and Artificial Intelligence for All** will be made available on the **iGOT Karmayogi platform**. The initiative will strengthen the capabilities of frontline governance machinery and enable them to act as **digitally aware facilitators of citizen-centric public service delivery**, improving the **ease of living** for citizens.
2. **National rollout of the Rashtriya Jan Sewa Programme with institutional collaboration between CBC and My Bharat** – To support the large-scale rollout of the Rashtriya Jan Sewa Programme, the Capacity Building Commission will collaborate with **My Bharat** through the signing of a **Memorandum of Understanding (MoU)** during **SĀDHANA Saptah**. Under this partnership, **District Youth Officers and Blocklevel National Youth Corps volunteers** will be trained as facilitators and co-trainers to support the **grassroots orientation of frontline workers on sewa bhav**. Integrated with their induction training, these volunteers will act as **force multipliers**, assisting Lead Trainers from **ATIs and CTIs** in expanding the programme's reach and strengthening citizen-centric service delivery across the country.
3. **UNNATI (Unified New-Age National Training Institutions) Portal** – The portal will establish a unified digital backbone for Civil Services Training Institutions, enabling real-time institutional data capture, continuous performance monitoring and evidencebased oversight across the training ecosystem. Building upon the **NSCSTI framework**, it will enable collaboration among training institutions through sharing of faculty, infrastructure and course content, while integrating with **iGOT Karmayogi and eHRMS** to provide a comprehensive view of both digital and classroom-based capacity building of civil servants. UNNATI will strengthen institutional efficiency, adaptability and data-driven governance in line with the vision of **Mission Karmayogi**
4. **iGOT Learning Assessment Framework and Tool:** The **iGOT Learning Assessment Framework** introduces a structured **trust-based peer review and cross-validation mechanism** to ensure that course learnings translate into real workplace outcomes. Through a **time-bound, evidence-backed process**, learners submit proof of application of learning, which is validated by peers and reporting officers, ensuring accountability and credibility. The framework transforms learning evaluation from a compliance exercise into an **evidence-based governance tool**, enabling continuous improvement of courses and

strengthening outcome-oriented capacity building across Ministries, Departments and Organisations.

5. **Karmayogi Geet:** The **Karmayogi Geet** reflects the spirit of selfless service, dedication and excellence that underpins **Mission Karmayogi**. It emphasises inner strength, resilience and collective commitment in public service, while highlighting the importance of continuous capacity building. The Commission proposes to gradually incorporate the **Karmayogi Geet as part of the protocol for capacity-building programmes and national events** across the training ecosystem.
6. **Karmayogi Sankalp – A Commitment to Purposeful Public Service:** The **Karmayogi Sankalp** reflects the ethos of responsible, compassionate and purpose-driven public service. Through this Sankalp, public officials commit to performing their duties with integrity, accountability and empathy while embracing lifelong learning and continuous self-development. The initiative seeks to nurture a shift in mindset from '**Karmachari**' to '**Karmayogi**'.
7. **AI-Powered Case Study Suite for Amrit Gyaan Kosh Case Study:** The Capacity Building Commission is launching an **AI-Powered Governance Case Study Suite** to enhance the use and development of case studies within the **Amrit Gyaan Kosh (AGK)** repository. While AGK already serves as a national repository of governance case studies authored by civil servants, the new AI suite will strengthen how these cases are reviewed, discovered, and integrated into training. The suite includes the **AGK Case Study Analyzer**, which automatically evaluates case drafts for structure, clarity, and alignment with teaching notes while providing actionable improvement suggestions, and **CaseConnect**, which helps faculty identify relevant cases for courses by analysing curriculum outlines, competencies, or learning objectives. Together, these tools will make it easier for training institutions to develop high-quality case studies and integrate real governance experiences into capacity-building programmes.
8. **Capacity Building for Viksit Panchayat:** As part of *SĀDHANA Saptah*, a half-day programme on Capacity Building for *Viksit Panchayat* will be organised to underscore the importance of learning and competency-based capacity building at the grassroots level for strengthening Panchayati Raj Institutions. On this occasion, the e-learning modules developed under the *Capacity Building for Viksit Panchayat* initiative will be launched to enable continuous learning for Panchayat representatives and officials. The programme will also witness the launch and demonstration of an AI-enabled chatbot designed to provide real-time guidance on governance and service delivery matters, illustrating how technology can support informed decision-making and enhance the effectiveness of grassroots governance.
9. **Program for Administrative Capacity Building of Scientists:** As part of its efforts to strengthen leadership capacity within the scientific ecosystem, the Capacity Building Commission (CBC) has developed a specialised three-day programme for scientists at

Levels D, E, and F transitioning into higher administrative roles. The programme focuses on enabling this shift by building competencies in governance, decision-making, and institutional leadership, and adopts a blended approach combining context-setting, experiential learning, and peer exchange, supported by curated pre- and post-learning pathways for sustained impact. The first batch of the programme will be conducted from 27th to 29th April 2026 at the Indian National Science Academy (INSA), New Delhi

HOW CAN STATES AND CENTRAL BODIES CREATE A SAMUHIK CHARCHA ON THE iGOT KARMAYOGI PLATFORM

This step-by-step guide explains how authorised officers in State Departments and Central Ministries/Departments can create a Samuhik Charcha event on the iGOT Karmayogi platform using the MDO portal. It follows the same structure as the standard event-creation guide, with improved, action-focused annotations for each screen.

Governance Model and Roles

Samuhik Charcha functionality is defined to ensure quality, relevance and proper documentation of every discussion held on the iGOT Karmayogi platform.

- **MDO Admin / MDO Leader:** Creates and configures Samuhik Charcha events, links them to webinars or recordings, uploads optional pre-event materials, and later updates post-event documentation (key takeaways, summary notes).
- **SPV Publisher:** Reviews each submitted Samuhik Charcha, verifies completeness (description, video/link, timing, competencies) and publishes approved events so that they become visible in Events Hub and relevant course pages.
- **Learners:** Enrol in Samuhik Charchas, join sessions using the configured link or recording, actively participate in discussion, and access post-event documentation and certificates where applicable.

Every Samuhik Charcha is expected to be linked to a clear primary learning artefact such as a webinar, uploaded recording, or VC-based session (outside iGOT Platform), and shall follow the approval flow wherein the SPV Publisher validation is mandatory before it becomes visible to all learners.

Homepage:

1. Visit <https://igotkarmayogi.gov.in> in your web browser



2. Click the "Login" button at the top-right corner of the homepage to sign in to IGOT Karmayogi.



Login page:

3. On the Login screen, enter your registered Email ID or Phone Number and your Password or OTP, then click "Login".

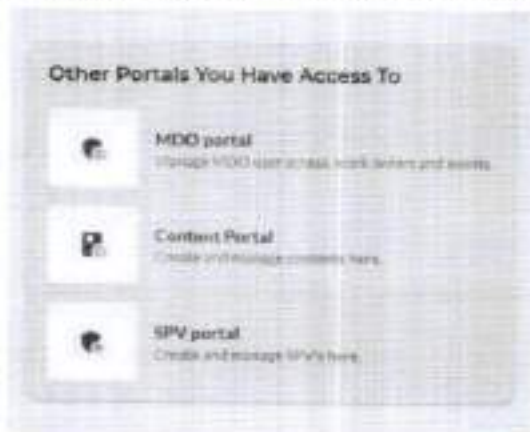
- Type your registered email ID or mobile number in the first field.
- Enter your password or OTP in the second field.
- Click "Login" to access your dashboard.



Dashboard and other portals:

4. Once logged in, on the left side below your profile, go to "Other Portals" and click on the "MDO Portal" (or relevant State/Department portal).

- Use "Other Portals" to access the MDO/State administrative portal.
- Click "MDO Portal" to configure Samuhik Charcha events.



5. You will be redirected to the MDO portal home page.

6. In the MDO Portal, locate the "Events" section in the left navigation (typically towards the bottom) and click on it.



Events list:

- Use tabs (Upcoming / Draft / Pending Approval / Past / Cancelled / Rejected) to filter events.
- Use the search bar to find an existing Samuhik Charcha by name.
- Click "Create New Event" to start a new Samuhik Charcha.

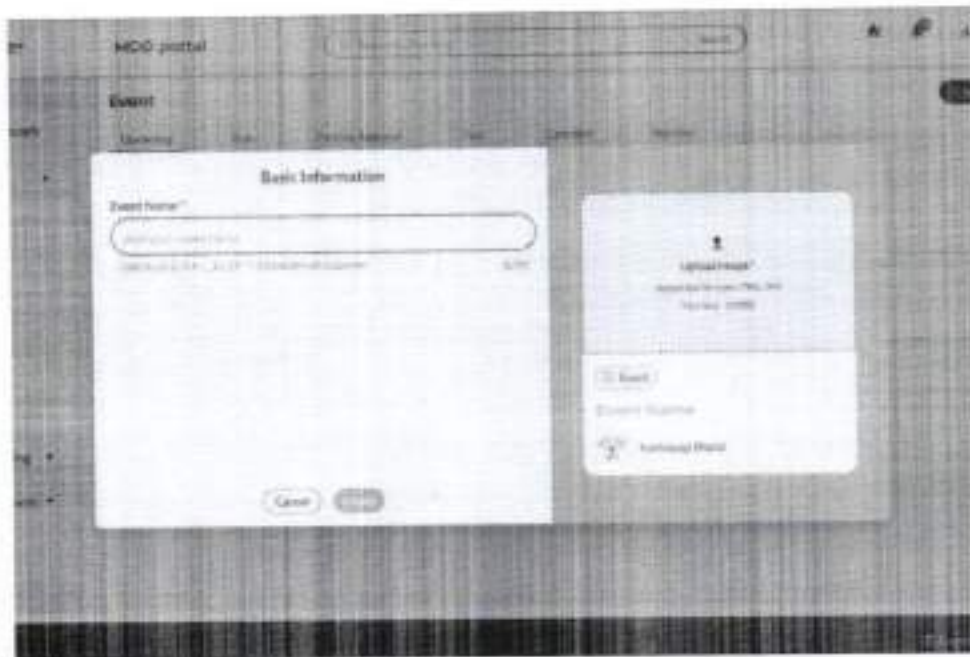
7. On the Events page, click the "Create New Event" button at the top-right corner to start configuring a new Samuhik Charcha event.



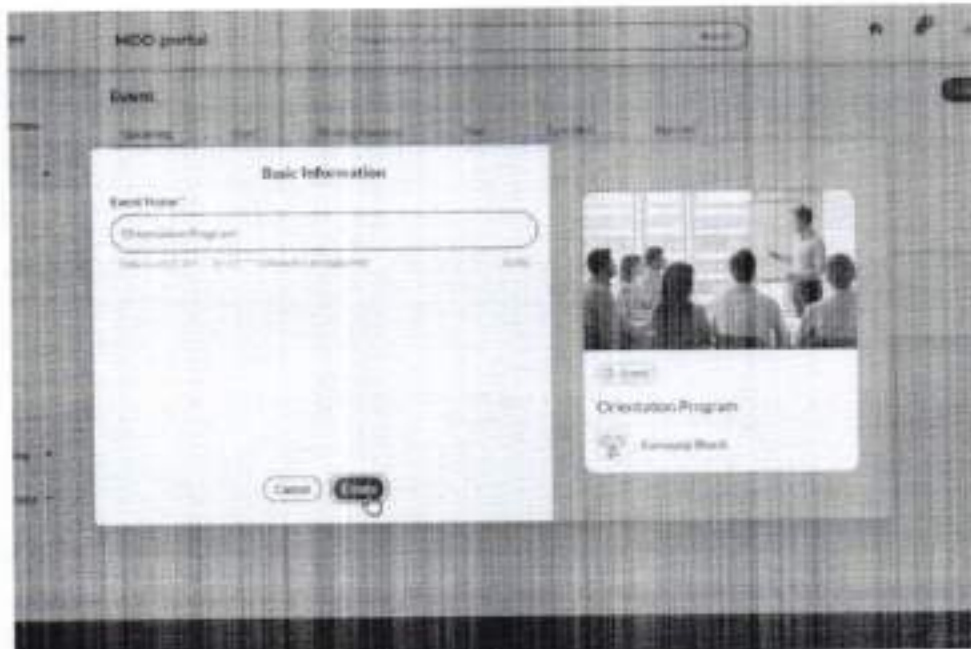
Basic Samuhik Charcha information:

- Enter a clear, searchable Samuhik Charcha title eg., Gol_DoPT_SC1_Cybersecurity_06.04.2026_FN
- Upload the Samuhik Charcha banner/logo (PNG/JPG, within specified size limits).
- Click "Create" to open the full Event Builder.

8. In the basic event information popup, add the Name of the Samuhik Charcha event and upload the Samuhik Charcha banner/logo. The image must be in PNG or JPG format and within the specified size limit. Both the Name and the Image are mandatory.



9. Example: Mention the Samuhik Charcha event name (e.g., "Samuhik Charcha – AI Webinar – Dept. of Revenue"), upload the Samuhik Charcha or campaign logo (for example, Sadhna Saptah logo), and then click the "Create" button to continue.

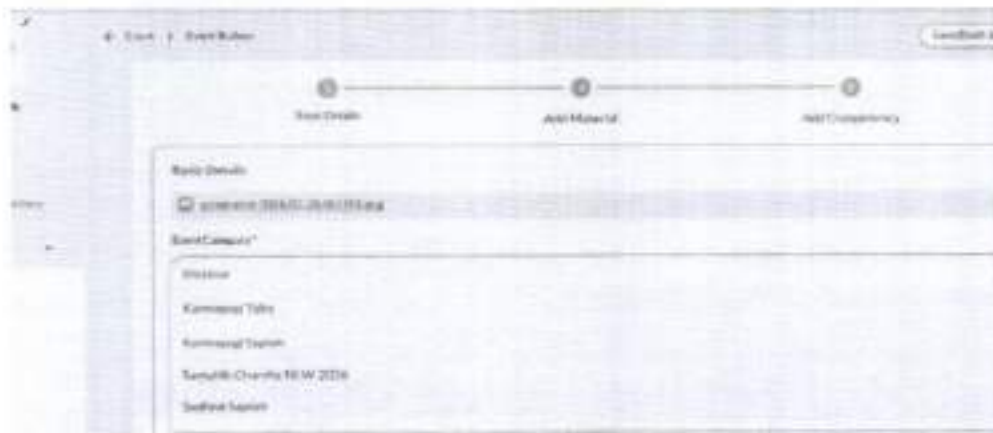


Event details, description and schedule

- Select the appropriate Event Category from the dropdown.
- Describe the purpose, agenda and reference webinar clearly in the Description box.
- Upload or paste the video/recording that anchors the Samuhik Charcha.

- Configure Date, Start Time and End Time for the Samuhik Charcha.
- Click "Next" to continue once all mandatory fields are valid.

10. On the Event Builder screen, fill in the basic details related to the Samuhik Charcha event. Select the Event Category from the dropdown (for example, Samuhik Charcha NLW 2026 / Sadhna Saptah campaign category) as per current configuration.



11. Add a detailed Description for the Samuhik Charcha (respecting the minimum and maximum character limits). In the description, clearly mention the webinar or video this charcha is based on, the agenda, and any instructions for participants. Upload the event video (webinar recording or charcha recording) within the allowed size, or paste the video link (for example, [YouTube URL](#)).



12. Select the Event Date, Start Time, and End Time. Ensure that the event duration meets or exceeds the minimum duration enforced by the platform.

The screenshot shows the 'MDO portal' interface. On the left is a sidebar with 'Community' and 'Reports'. The main area is titled 'or Upload from URL?' and contains a 'URL' input field. Below that is the 'Event Category' dropdown menu. The 'Date', 'Start Time', and 'End Time' fields are highlighted with a red box. A note at the bottom of the form reads: 'Note: This event will be visible to the system's members after the ICM Publisher has published it.'

13. After completing these details, click "Next" at the top-right to move to the materials step.

The screenshot shows the 'MDO portal' interface at the 'Add Material' step. A progress bar at the top indicates three steps: 'Event Details', 'Add Material', and 'Add Competency'. The 'Add Material' step is currently active. Below the progress bar, the 'Event Details' section is visible, showing 'Event Category' (set to 'Text Event'), 'Event Name' (set to 'Text Event'), and 'Description'.

14. On the "Add Material" step, upload additional materials such as PDFs, DOCs or PPT's that act as pre-reads or reference documents for the Samuhik Charcha. This step is optional but recommended for richer discussions.

Add Material:

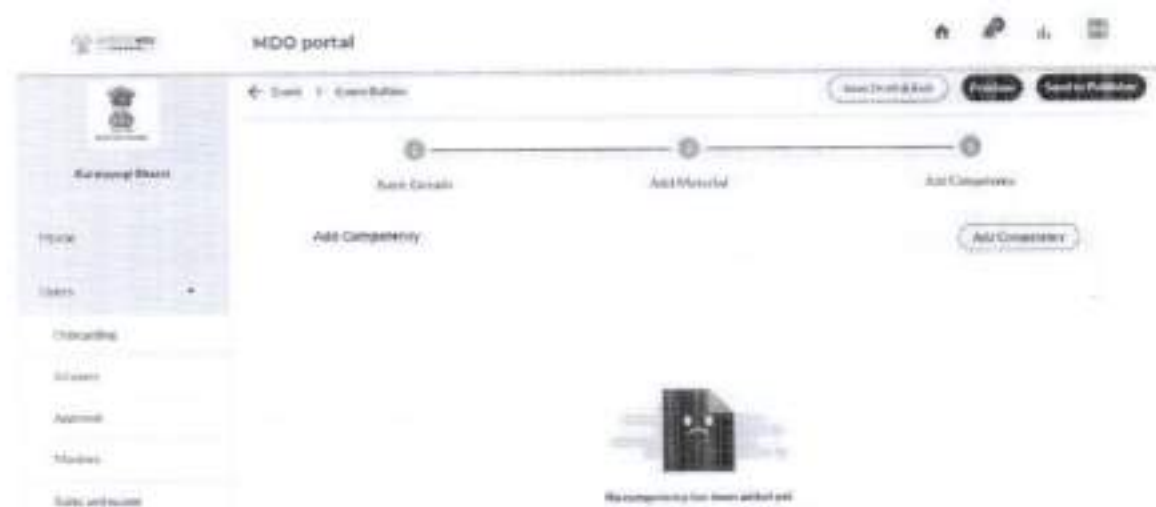
- Click "Add File" to upload pre-reads or reference documents.
- Use the list to review all uploaded materials for this Samuhik Charcha.
- Click "Next" to proceed even if you choose not to add materials.



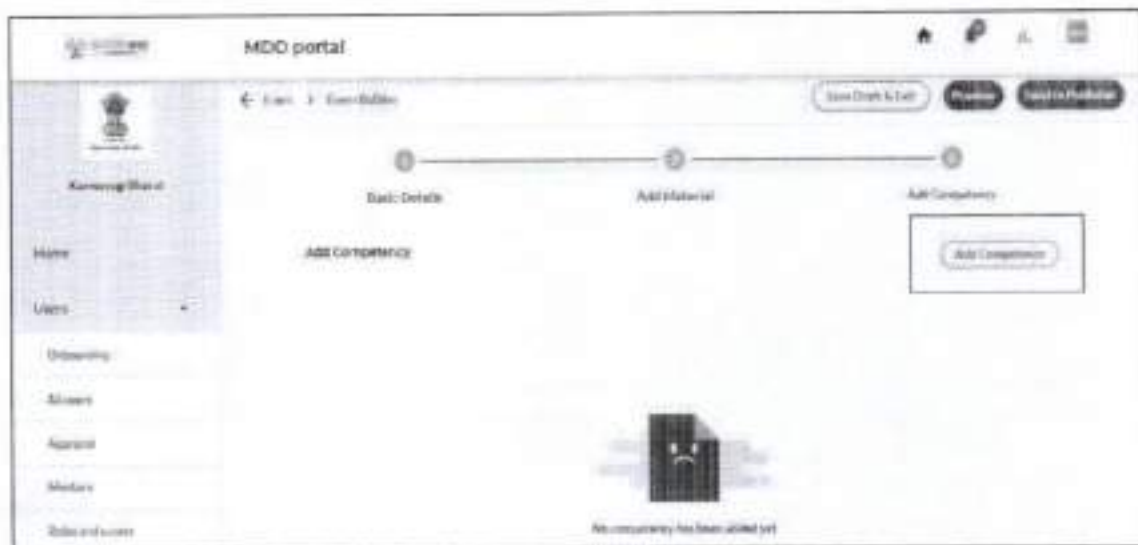
Add Competency:

- Click "Add Competency" to start tagging learning outcomes.
- Use the search bar to quickly find the right theme.
- Select themes and sub-themes that match the topic of the Samuhik Charcha.
- Click "Add" to confirm and attach selected competencies.

15. Next, add the competencies that learners will acquire from the Samuhik Charcha. This ensures alignment with the Mission Karmayogi competency framework.



16. Click "Add Competency" to open the themes and sub-themes selector.



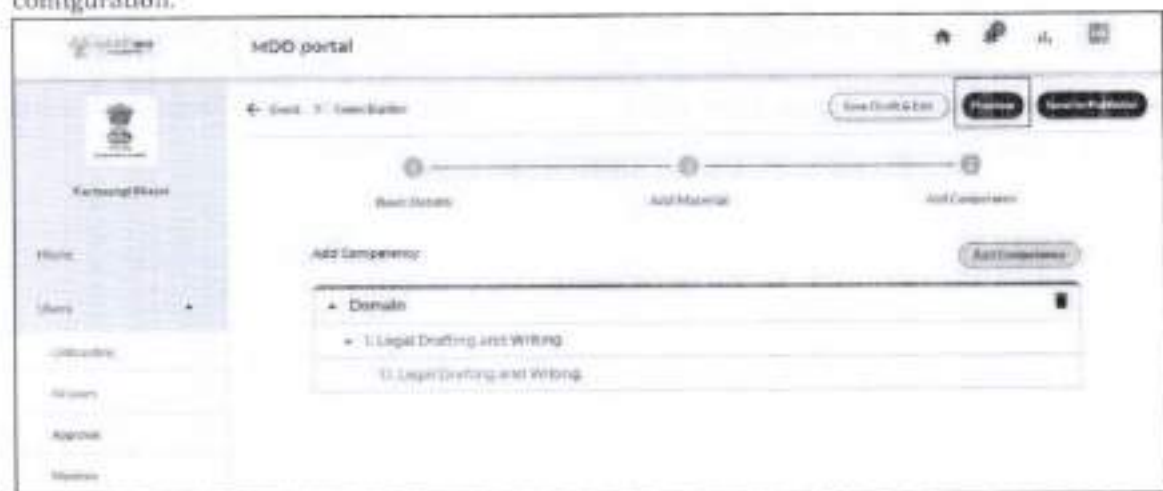
17. Search for and select relevant Themes (for example, Communication, Data Analytics, Climate Change and Environmental Sustainability) by typing in the search bar or choosing from the displayed options. Then select one or more corresponding Sub Themes that best describe the focus of the charcha and click "Add" to attach them.



Preview and draft actions:

- Review all Samuhik Charcha details exactly as learners will see them.
- Click "Save Draft & Exit" to save an incomplete configuration.
- Access drafts later from the Draft tab in the Events list.

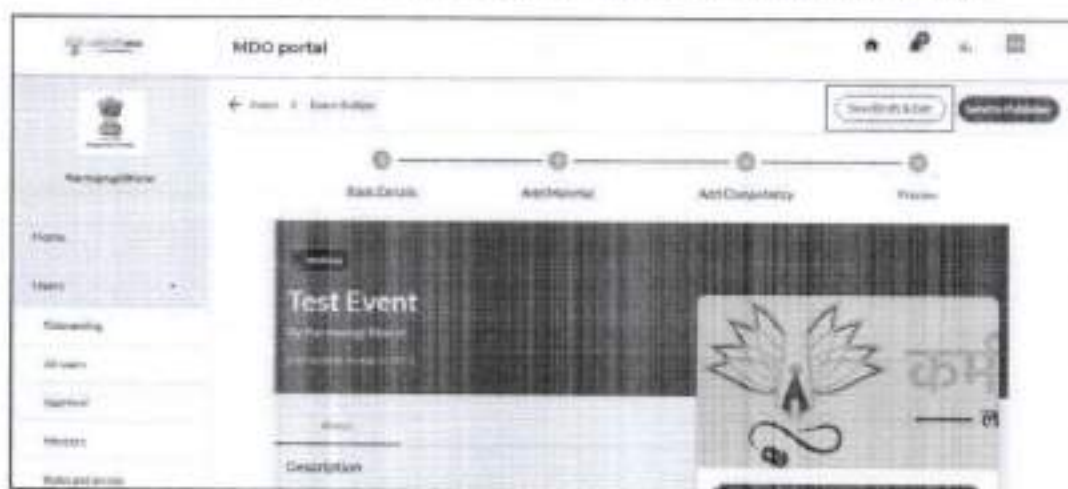
18. After adding competencies, click "Preview" at the top-right to review the complete event configuration.



19. In the Preview view, carefully check the Samuhik Charcha name, description, video/link, date and time, competencies, and any uploaded materials.



20. If you want to finish configuration later, click "Save Draft & Exit". The Samuhik Charcha event will be saved as a draft and can be edited from the Drafts tab in the Events list.



Drafts and three-dots menu:

- Switch to the "Draft" tab to see unpublished Samuhik Charchas.
- Use the search box to quickly find a specific draft.
- Open the three-dots menu to view, edit or cancel a draft event.

21. From the Events list, open the "Draft" tab to view all draft events. Use the three-dots menu against a draft Samuhik Charcha to view, edit or cancel it as required.



Send to Publisher and status:

- Click "Send to Publisher" when you are satisfied with all details.
- Monitor event status (Draft / Pending Approval / Published / Rejected) in the Events list.
- If rejected, edit as per feedback and resubmit for publishing.

22. Once the Samuhik Charcha configuration is final and reviewed, click "Send to Publisher" at the top-right. This submits the event to the SPV Publisher (or authorised publisher) for review and publishing.



23. After review, the SPV Publisher either approves the Samuhik Charcha (making it visible in Events Hub and relevant course TOC pages) or returns it for correction. Publishing may take some time, as the content is reviewed for quality and compliance before it becomes visible to learners.

Scenarios, Questionnaires and FAQ for Samuhik Charcha

Scenario Library and Use Cases

Scenario 1: Centrally Conducted, Multi-MDO Samuhik Charcha on NLW Webinar

- SPV conducts a flagship webinar under a campaign (for example, NLW Sadhna Saptah) and shares the webinar link, banner and suggested naming convention with all MDOs.
- Each MDO Admin/Leader creates a Samuhik Charcha using the same webinar link but customises description, timing and competencies to match its own context.
- Learners across MDOs can discover these events under the relevant Samuhik Charcha section in Events Hub and on linked course pages.

Scenario 2: Single-MDO Offline Charcha Documented Later on iGOT

- A department has already conducted an offline discussion in a meeting room and now wants to track participation and issue certificates digitally.
- The MDO Admin/Leader creates a Samuhik Charcha event on iGOT anchored on the original webinar or an uploaded recording of the offline session.
- Participants are instructed to enrol in the event so that their participation is recorded and certificates can be issued as per configuration.
- Post-event, a key-takeaways document is uploaded summarising the main discussion points and decisions.

Scenario 3: Re-using a Webinar Link for Many Samuhik Charchas

- A high-impact webinar (for example, an AI Daksh session) is relevant across different MDOs and roles.
- Multiple Samuhik Charchas are created on the same webinar link, each targeting a specific audience segment, language or level of seniority.
- Each MDO chooses suitable competencies and timings while still reusing the same base content.

Scenario 4: Live VC-based Samuhik Charcha (G-Meet / Webex / Zoom)

- The organiser schedules a live VC meeting and copies the meeting link.
- During event creation, this link is **clearly mentioned in the Description** and optionally the recording video is added later.
- Learners enrol on iGOT and click "Join Now" at the scheduled time to move to the VC session.

Scenario 5: Charcha Based on Recording of an Earlier Charcha

- A previous Samuhik Charcha was recorded and is to be used as a learning artefact for new cohorts.

- The recording is uploaded as the main video resource for a new Samuhik Charcha, accompanied by a shorter, follow-up discussion or reflection.
- New insights from the second cohort are captured in an updated key-takeaways document.

Pre-Event Design Questionnaire (for MDO Admin / Leader)

1. Purpose and Linkage: What specific webinar, recording or policy theme is this Samuhik Charcha anchored on, and why is it relevant now?
2. Target Audience: Which cadres/grades, locations and MDOs should be invited? Is cross-MDO participation desirable?
3. Learning Outcomes: After the session, what three to five concrete changes in knowledge, attitude or behaviour should participants demonstrate?
4. Format: Will the Samuhik Charcha be fully live (VC), recording-based with discussion, or a blended format?
5. Timing: What is the most suitable date and time (ideally 45–60 minutes) that maximises participation
6. without disrupting critical operations?
7. Competencies: Which Mission Karmayogi themes and sub-themes best reflect the focus of this charcha?
8. Pre-reads: Are there slide decks, case studies or policy notes that participants should read in advance?
9. Documentation: Who will draft and upload the post-event key-takeaways document, and within what timeframe (for example, within two working days)?

Post-Event Reflection Checklist (for MDO Admin / Leader)

- Has overall participation been reviewed (enrolments, attendees, cross-MDO learners where applicable)?
- Were the stated objectives and learning outcomes actually discussed and reached?
- Has a concise key-takeaways PDF been drafted, reviewed internally and uploaded?
- Are follow-up actions (further trainings, process changes, policy clarifications) clearly recorded and assigned?
- Does participant feedback suggest the need for repeat or advanced Samuhik Charchas on this topic?
- Have important insights been shared with the SPV or central team where they are useful for wider campaigns such as NLW, AI Daksh or other flagship programmes?

Facilitator Question Bank (During Samuhik Charcha)

Ice-breaker Questions

- What is one idea from the webinar or material that felt immediately relevant to your work?

- Did anything you heard today challenge a belief or assumption you previously held? If yes, what and why?

Application-focused Questions

- Which specific practice or tool from today's content can we realistically adopt in our department in the next month?
- What obstacles do you foresee in applying this idea, and how might we remove or reduce them?
- Can anyone share a case from their work where this approach could have changed the outcome?

Learner Self-Reflection Questions (Post-Session)

10. What are the top three insights you are taking away from this Samuhik Charcha?
11. Which part of the discussion felt most directly useful for your current role or responsibilities?
12. What is one small change you will try in your work as a result of this discussion?
13. How will you know that this change has been successful or helpful?
14. Is there a related topic that should be the focus of a future Samuhik Charcha in your organisation?

Help Centre FAQ for Samuhik Charcha

Q: What is a Samuhik Charcha and how is it different from a webinar?

A: A Samuhik Charcha is a structured group discussion anchored around a webinar, recording or live session. The webinar delivers core content, while the charcha helps participants contextualise it, share experiences and agree on concrete actions.

Q: Who can create a Samuhik Charcha on iGOT Karmayogi?

A: Designated MDO Admins and MDO Leaders with access to the MDO or State portal and the Events section can create Samuhik Charchas. They configure the event, link it to a webinar or VC link, and handle pre- and post-event documentation.

Q: Can learners from other MDOs see and join my Samuhik Charcha?

A: Yes. Visibility and enrolment are not restricted to the creator MDO. Learners from other MDOs can search for the event name or browse by campaign sections (such as Samuhik Charcha NLW) and enrol where appropriate. However, since Samuhik Charchas are normally held within the same MDO, employees from other MDOs are not normally expected to cross-enroll.

Q: What minimum details are required to create a Samuhik Charcha event?

A: An event name, banner image within specified limits, a description within the allowed length, a valid video or URL, a schedule with at least the minimum duration, and at least one competency (theme and sub-theme).

Q: Can I use G-Meet, Webex or Zoom for my Samuhik Charcha?

A: Yes. You can host the live discussion on a VC platform and clearly paste the meeting link in the event Description. Learners enrol on iGOT Karmayogi and then use the "Join Now" button to move to the VC session.

Q: What happens if I submit an event without a video URL or uploaded video?

A: Events without a valid video URL or uploaded video cannot be submitted for publishing. Please configure at least one before clicking "Send to Publisher".

Q: Which fields can I edit after the event has been published?

A: Non-critical fields such as post-event key-takeaways documents can typically be updated, while core details like title, dates and video link may be locked as per governance rules. For significant corrections, contact the SPV Publisher or follow the escalation process defined for your organisation.

Q: How do learners earn a Certificate of Participation for Samuhik Charcha?

A: Learners must enrol in the Samuhik Charcha event and complete the participation requirements (such as joining the live session or viewing the recording). After the configured End Time and once progress is recorded, the Certificate of Participation becomes available.

Q: Can learners receive certificates for both the webinar and the Samuhik Charcha?

A: Yes. Typically, the base webinar or course certificate is separate from the Samuhik Charcha Certificate of Participation, provided the learner meets the conditions for each.

Q: What if the Samuhik Charcha was done offline without enrolment on iGOT?

A: You can still create a Samuhik Charcha event afterwards, anchor it to the relevant webinar or an uploaded recording, and encourage participants to enrol and record their participation. This helps track learning and issue certificates where appropriate.

Q: What is the recommended duration for a Samuhik Charcha?

A: While the platform enforces a minimum duration (for example, 15 minutes), most effective Samuhik Charchas are scheduled for 45–60 minutes to allow introductions, discussion and wrap-up.

Q: How can we increase participation in Samuhik Charchas?

A: Use multiple communication channels (official email, messaging groups, office circulars), clearly explain the benefits and certificate criteria, align topics with ongoing campaigns or departmental priorities, and choose time slots that minimise operational disruption.

Q: Can multiple Samuhik Charchas be created on the same webinar?

A: Yes. Many different MDOs, and even the same MDO, can create several Samuhik Charchas anchored on a single webinar, tailored for different audiences, languages or levels of depth.

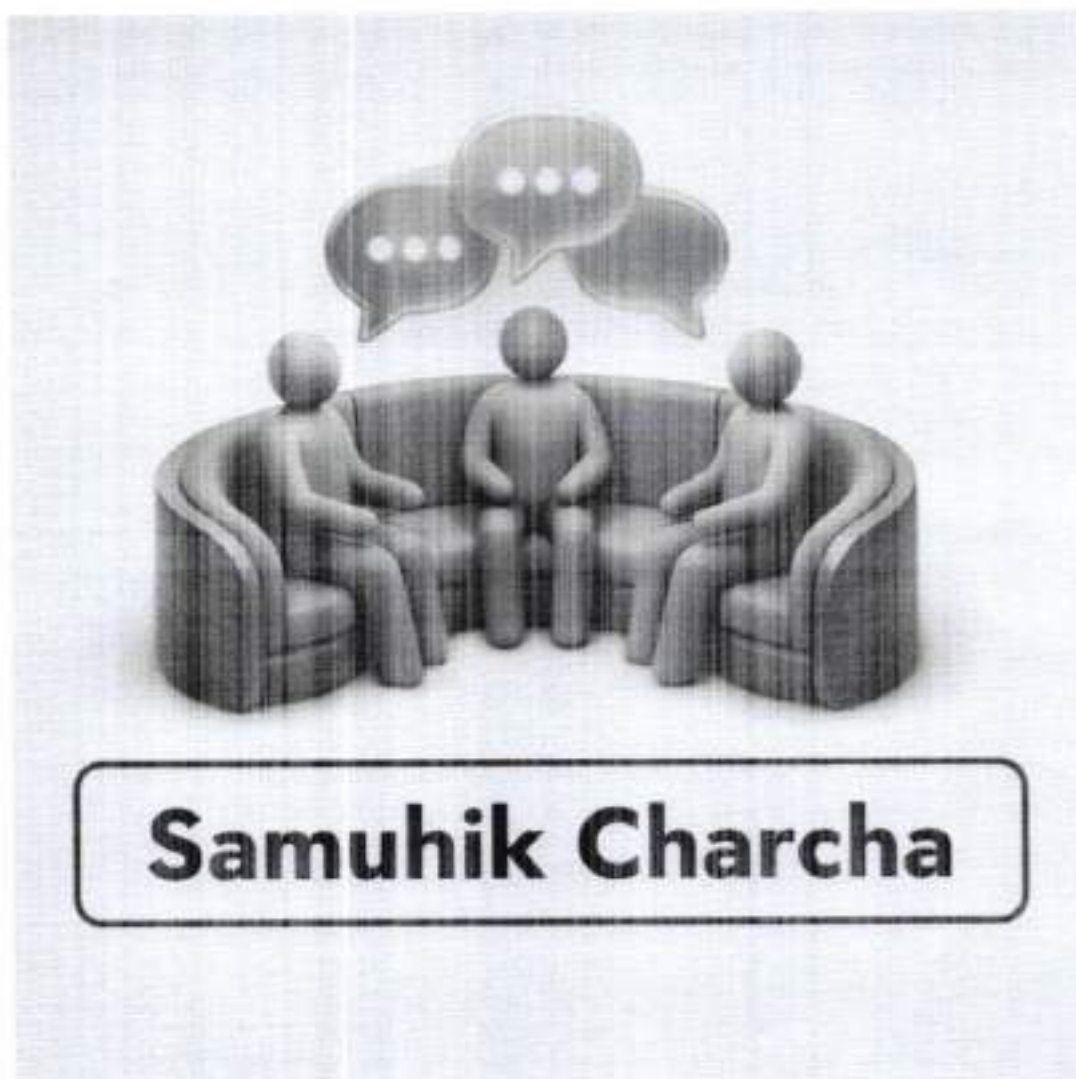
Q: Who is responsible for uploading post-event key-takeaways?

A: The MDO Admin or Leader who created the event is responsible for ensuring that the post-event summary PDF is uploaded.

Q: Where can learners find Samuhik Charcha events on the platform?

A: Learners can discover Samuhik Charchas via the Events Hub using filters (for organisation)

Annexure 1 : Samuhik Charcha Thumbnail Image



Annexure 2

Example of Competency is added here for reference. The actual NLW Webinar linked competencies to be added in a separate annexure based on the schedule of Webinars.

Sample Competency

Sr No	Competency Area	Competency Theme	Competency Sub-Theme
1	Behavioral	Self-Awareness	Self-Analysis
2	Behavioral	Self-Awareness	Self Confidence

(Annexure-III)

S. No.	SMD/Name of Institute/Unit	Total Number of employees in position	Number of employees completing four (04) hrs. of learning during 2-8 April, 2026	Name of Webinar attended by the employees under theme			Title of Samuhik Charcha organized by the Institute under different themes	Significant outcome of Webinar & Samuhik Charcha
				Technology	Tradition	Tangible Outcomes		

Link is as below:

https://docs.google.com/spreadsheets/d/1KbMf1R9Ev_z-FQQurvPOR_zJd1cBES4Fy0yjjIKepmc/edit?usp=sharing