

In association with



National Institute of Urban Affairs



Ministry of Housing and Urban Affairs

Internal FRACing Unit

BIMONTHLY PROGRESS REPORT 22nd August-October 2022

Nangia Andersen LLP

A member firm of **ANDERSENGLOBAL**



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1. Mission Karmayogi

1.1 INTRODUCTION

Government systems of personnel administration continue to focus largely on the rules and procedures governing the recruitment, retention, and career development of the civil service personnel's as per the National Training Policy (2012). Systematic training of civil servants has continued to be mainly for the higher civil services with large number of Group B and C employees receiving sporadic training.

To address this challenge, the National Training Policy (NTP), 2012 proposed to transform the civil service and to move to a strategic human resource management system, which would look at the individual as a vital resource to be valued, motivated, developed and enabled to achieve the Ministry/ Department/ Organization's goals and objectives. Within this transformational process, it is essential to match individuals' competencies with the jobs they must do and bridge competency gaps for current and future roles through training. With this background, Mission Karmayogi was envisaged.

1.2 About Mission Karmayogi

Mission Karmayogi – National Programme for Civil Services Capacity Building (NPCSCB), a flagship project launched on 2nd September 2020 with an aim at promoting citizen centred governance through a robust digital ecosystem in India. Guided by 8 principles Mission Karmayogi facilitate a shift from 'rule- based' to 'role-based' learning system emphasizing on competency driven capacity building and human resource management. This transformational journey of capacity building and development of behavioural – functional - domain competencies were planned with the help of an online comprehensive learning platform cum marketplace integrated Government Online Training iGOT linked to FRAC (Framework of Roles, Activities & Competencies). It brings the scale and state-of-the-art infrastructure supported by knowledge resources, to augment the capacities for each individual position in civil services by mapping their roles, activities, and competencies.

1.3 About iGOT Platform

iGOT Karmayogi gives shape to the mandate of the 2012 National Training Policy (NTP) to use e-learning technologies to cover the training needs of many officials who currently have little or no access to opportunities. Distance and e-learning provides “unparalleled opportunities for Meeting the training needs of the large number of civil servants dispersed across the State in different cities, towns and villages”. The NTP also talks of the need to match the competencies of the officer with those required for his/her role” essential to match the individual's competencies with the jobs they must do and bridge their competency gaps”.

The iGOT Karmayogi platform is thus envisaged as a democratized, competency-driven solutioning space that all of government can access to enhance government execution capabilities. It makes possible the use of all aspects of the 70-20-10 model of learning and development. The 70-20-10 model is based on the principle that: 70% of learning comes from experience, experiment, and reflection; 20% is derived from working with others; and 10% comes from formal interventions and planned learning solutions. The platform allows the government to break silos and harness the full potential of government officials for solutioning rather than simply depending on the knowledge and skills of an individual official. It does so by providing resources across

five hubs accessible to every government official. Framework of Roles, Activities and Competencies (FRAC) is one of the strongest pillars of mission Karmayogi.

1.4 About FRACing:

FRAC is the mapping of three constructs- roles, activities and competencies supported by knowledge resources for each individual position in the Government. Within Government landscape, the process intends to cover all Govt ministries, departments, and organizations (MDOs) at national state and local level. FRAC demystifies the roles, activities, and competencies; a person is required to have to effectively deliver on the outcomes expected from them with respect to their current and future positions in the Government.

1.5 Internal FRACing Unit-MoHUA

The Internal FRACing Unit (IFU) is introduced to ministry to support in visualizing and executing iGOT's FRACing process.

2. Work Completed during the months of August-September 2022

Following sections details out the activities attempted and completed in the Ministry in the month of September 2022:

2.1 Deployment of PMC-IFU team at MoHUA

Team of six professionals have been deployed on 23rd of August 2022 at MoHUA for successful implementation of Mission Karmayogi. PMU-IFU have been engaged in different interpersonal activities to begin the implementation of Mission in the Ministry of Housing and Urban affairs. Worked initiated with a kickoff meeting held on 17th August 2022 at NIUA. We were introduced with the team client, and we presented our understanding on the mission Karmayogi, the scope of work, the work plan, and the way forward. Further, clarity on the scope of work and timelines was shared by the client.

2.2 Stakeholders' consultations and Focused Group Discussions during the month of September 2022

To acquaint the IFU team with the MoHUA Officials and introducing them about Mission Karmayogi, interpersonal meetings with officials associated with the Major Five Missions (SCM- Smart Cities Mission, SBM- Swachh Bharat Mission, DAY NULM – Deendayal Antyodaya Yojana-National Urban Livelihoods Mission, HFA- Housing for All and AMRUT- Atal Mission for Rejuvenation and Urban Transformation) of Ministry were conducted.

Agenda: Agenda of the meetings was to collect the information about divisional organizational structure and work allocation orders along with list of officials of each Mission. This information further helped to map the number of employees associated with the Missions and respective portfolios. The organizational chart and work allocation sheets received in the month of September has been attached as an Annexure C and D. Following is the details of the meetings held in the month of September:

TABLE 1: INTERPERSONAL MEETINGS CARRIED OUT DURING THE MONTHS OF AUGUST, SEPTEMBER AND OCTOBER 2022

Date and Venue (MoHUA)	Attendees other than PMU to IFU	Discussion on	Takeaway
3.09.2022	Mr. Mohit Kumar (Section officer Admin 1)	Introduction to iGOT and mission Karmayogi. Organization chart for 5 missions from AS till ASO and their work allocation.	List of officials under 5 missions from AS till ASO level received.
4.09.2022	Ms. Madhvi Mohan (Under Secretary Admin 1)	Introduction to iGOT and mission Karmayogi. Organization chart for 5 missions from AS till ASO and their work allocation.	List of officials under 5 missions from AS till ASO level received.
5.09.2022	Ms. Praveen Kumari (Under Secretary Smart City)	Introduction to iGOT and mission Karmayogi. Organization chart for smart city mission and the work allocation	Organization chart for smart city mission and the work allocation sheet received.

12.09.2022	Mr. Lavanya Kumar (Deputy Secretary) AMRUT	Introduction to iGOT and mission Karmayogi. Organization chart for AMRUT and the work allocation	Appointed Mr. Amit Kumar (Section Officer) as point of contact PoC.
	Mr. Amit Kumar (Section Officer)	Met for drafting organization chart for AMRUT and the work allocation sheet.	Organization chart for AMRUT and the broad work allocation sheet received.
	Ms. C.V. Sarada (Deputy Secretary), NULM	Introduction to iGOT and mission Karmayogi. Organization chart for NULM and the work allocation	Organization chart received
13.09.2022	Mr. Binay Kumar Jha (Director), SBM	Introduction to iGOT and mission Karmayogi. Organization chart for SBM and the work allocation	Connected us with Ms. Praveen Chature as PoC and Mr. Gaurav Bora (Section Officer) for organization chart.
14.09.2022	Mr. S.K. Babbar (Deputy Secretary) Housing for All (HFA).	Introduction to iGOT and mission Karmayogi. Organization chart for HFA and the work allocation	He assigned Ms. Anukriti as PoC for further communication.
	Mr. Gaurav Bora, ASO, SBM	Met for organization chart and work allocation orders.	Shared organization chart.
15.09.2022	Mr. Mohit & Mr. Sukhbir, Consultant, Indian Observatory Centre	Met for course/training Material which needs to be uploaded on iGOT Karmayogi platform.	
16.09.2022	Vinay Pratap Singh (Director) AMRUT	Introduction to iGOT and mission Karmayogi.	Broad understanding of Activities performed by them
	H. C. Prasad (US) AMRUT	Introduction to iGOT and mission Karmayogi.	Broad understanding of Activities performed by them
	Ms. C.V. Sarada (DS) DAY NULM	Met with for Organization chart and Work Allocation.	Mr. B. L. Meena is deputed as POC (Point of Contact) for NULM to collect information.
	Mr. B.L. Meena (Under Secretary-NULM)	Met for Organization chart and Work Allocation.	Received organization chart
19-09-2022	Mr. B.L. Meena (US-NULM)	Met to verify organization chart, Work allocation List and Contact List for DAY-NULM Mission.	Updated and verified
	Mr. Amit Kumar, SO, AMRUT	Met for verification of organization chart of AMRUT.	Updated and verified
	Mr. Gaurav Bora, ASO, SBM	Met for verification of organization chart and Work Allocation List.	Organization chart verified and work allocation list was provided.
	Mr. Khatib, Consultant, HFA Mission	Met for organization chart and Work Allocation List.	Received organization chart
20.09.2022	Mr. Sarvesh Kumar (SO-NULM)	Met for work allocation list.	
	Met again to all the nodal person (Director / DS) of 5 missions.	Requested for the creation of Generic id for Content creator, Reviewer, Publisher, and Admin for iGOT platform.	Received the user id created till date on iGOT.

21.09.2022	Mr. Amit (SO-AMRUT)	Met for updated organizational chart.	Updated
22.09.2022	Met again to all the SO and US of 5 missions.	Review of organization chart prepared	Final organization chart was prepared.
26.09.2022	Mr. Madhukar Pandey, US, NULM	Met for updating organization chart.	Updated
	Mr. Rahul Kapoor, Director, Smart Cities	Met with for organizing workshop on “iGOT platform, onboarding MDO and user registration” for all five Missions.	Workshop date for Smart Cities Mission was finalized on September 29, 2022.
27.09.2022	Ms. C.V. Sarada, DS, NULM	Met for finalizing the date for workshop.	Finalized date for the workshop on October 11, 2022
	Mr. Vinay Pratap Singh, Director and Mr. Lavanya Kumar, DS, AMRUT	Met for finalizing the date for workshop	Finalized date for the workshop on October 10, 2022
28.09.2022	Ms. Praveen Kumari	Met for workshop preparation	
	Mr. Rahul Kapoor and Ms. Parveen Kumari (US-SCM)	Met to discuss about workshop presentations and other related arrangements	
29.09.2022	Smart Cities team	Organized workshop on “iGOT platform, onboarding MDO and user registration” for SMART CITIES MISSION from 11:00 AM to 12:30 PM.	Workshop Completed Successfully
30.09.2022		Follow-up with Smart Cities Mission’s officials to register them on iGOT platform	10 officials out of 14 got registered.

2.3 Focused Group Discussion carried out during the Month of September 2022

To introduce the officials of Ministry of Housing and Urban Affairs (MoHUA) with Mission Karmayogi and iGOT Platform, a series of workshops have been planned with each division. The first workshop in this series was conducted on 29th September 2022 for the officials of Smart Cities Mission (SCM). The list of officials attended the workshop and minutes/ proceedings is detailed out in the Annexure- A. The details of the workshop are as follows:

TABLE 2: FOCUSED GROUP DISCUSSIONS CARRIED OUT BY MISSION KARMAYOGI PMU

Date	Particulars	Descriptions
29.09.2022	“iGOT platform, onboarding MDO and	<ul style="list-style-type: none"> ➤ Introduction of the PMC-IFU team ➤ Officials were informed about the Mission, Institutional set-up and its particulars.

Date	Particulars	Descriptions
	user registration"	<ul style="list-style-type: none"> ➤ Thereafter, the officials were given detailed presentation about the iGOT platform, registration process and create user profile. ➤ At culmination of the workshop, officials were requested to onboard the iGOT Platform before EoD 30th of September 2022. ➤ 10 officials of SCM got registered and their user profiles was created.

2.4 Further Course of Action for Next Month (October 2022):

- Focused Group Discussion on “iGOT platform, onboarding MDO and user registration” is planned for Upcoming weeks. The workshop with SBM is on 07 October, AMRUT on 10 October and NULM is scheduled on 11 October 2022 respectively.
- Introductory meeting with Joint secretary of all the 5 missions. Introductory meeting with all the Director and DS of all the 5 missions.
- Meeting with DoPT and CBC to understand the current training program, learning resources, etc. and empaneled institutes.
- Study and understanding of the best practices to derive list of competencies and its levels.
- Registration of all officials on iGOT from 5 mentioned divisions are expected.
- Draft questionnaire for creation of Dictionaries for all the directors in the 5 missions.

3. Work Completed during the month of October 2022

At initiation of the Mission Karmayogi in MoHUA, the task of registering officials of Five Missions on iGOT Platform was selected as commencing action. To achieve same, series of focused group discussions with the Mission Teams was planned for informing users about iGOT Platform and Mission Karmayogi. Following sections details out the exercise attempted and completed in the Ministry in the month of October 2022.

3.1. Focused Group Discussions (FGDs) conducted during October 2022

To introduce the officials of SBM, AMRUT and DAY NULM of Ministry of Housing and Urban Affairs (MoHUA) with Mission Karmayogi and iGOT Platform, a series of FGDs were conducted. The FGD with Swachh Bharat Mission was conducted on 7th October, on 10th October with Atal Mission for Rejuvenation and Urban Transformation team and on 11th October with Deendayal Antyodaya Yojana-National Urban Livelihoods Mission. The brief description of the FGDs is as following.

Table 3: Mission Karmayogi's iGOT Platform Focused Group Discussions conducted during October 2022

Date	Particulars	Descriptions
07.10.2022	Mission and Platform introductory Focused Group Discussion – SBM & CPHEEO	<ul style="list-style-type: none">• FGD¹ was conducted for Swachh Bharat Mission and Proceedings for the FGD were prepared separately.• Post introduction of the team, officials were informed about the Mission and its particulars.• Thereafter, the officials were given detailed presentation about the iGOT platform and how to make user profile.• At culmination of the FGD, officials were requested to onboard the iGOT Platform before EoD 14th of October 2022.
10.10.2022	Mission and Platform introductory Focused Group Discussion - AMRUT	<ul style="list-style-type: none">• FGD² was conducted for AMRUT and Proceedings for the FGD were prepared separately.• Post introduction of the team, officials were informed about the Mission Karmayogi and its particulars.• Thereafter, the officials were given detailed presentation about the iGOT platform and how to make user profile.• At culmination of the FGD, officials were requested to onboard the iGOT Platform before EoD 14th of October 2022.

¹ Proceedings and Attendance of Focused Group Discussion held with SBM is in Annexure - G

² Proceedings and Attendance of Focused Group Discussion held with AMRUT is in Annexure – H

11.10.2022	Mission and Platform introductory Focused Group Discussion - NULM	<ul style="list-style-type: none"> • FGD³ was conducted for NULM and Proceedings for the FGD were prepared separately. • Post introduction of the team, officials were informed about the Mission Karmayogi and its particulars. • Thereafter, the officials were given detailed presentation about the iGOT platform and how to make user profile. • At culmination of the FGD, officials were requested to onboard the iGOT Platform before EoD 14th of October 2022.
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Agenda: Agenda of the meetings was to collect the work allocation orders along with list of officials of each Mission. Furthermore, officials were visited to assist in user registration portal on iGOT Platform. As a result, user registration has been completed in the month of October 2022, list of officials is as following:

Table 4: List of officials from Smart Cities Mission - registration completed on iGOT Platform

Sl. No.	Officials	Designation
1.	Sh. Rahul Kapoor	Director
2.	Sh. Lal Chandama	Director
3.	Sh. Jagdish Chandra Upreti	Under Secretary
4.	Sh. Sabak Lal Prasad	Under Secretary
5.	Ms. Parveen Kumari	Under Secretary
6.	Sh. Mahesh Lal	Section Officer
7.	Sh. Bishan Das	Section Officer
8.	Sh. Pradeep Kumar Pradhan	Section Officer
9.	Sh. B. L. Khora	Section Officer
10.	Sh. N. Patrick Ekka	Assistant Section Officer
11.	Sh. Lalit Sharma	Assistant Section Officer

Table 5: List of officials from Swachh Bharat Mission - registration completed on iGOT Platform

Sl. No.	Officials	Designation
1.	Smt. Roopa Mishra	Additional Secretary
2.	Sh. R. S. Jayal	Director

³ Proceedings and Attendance of Focused Group Discussion held with DAY-NULM is in Annexure – I

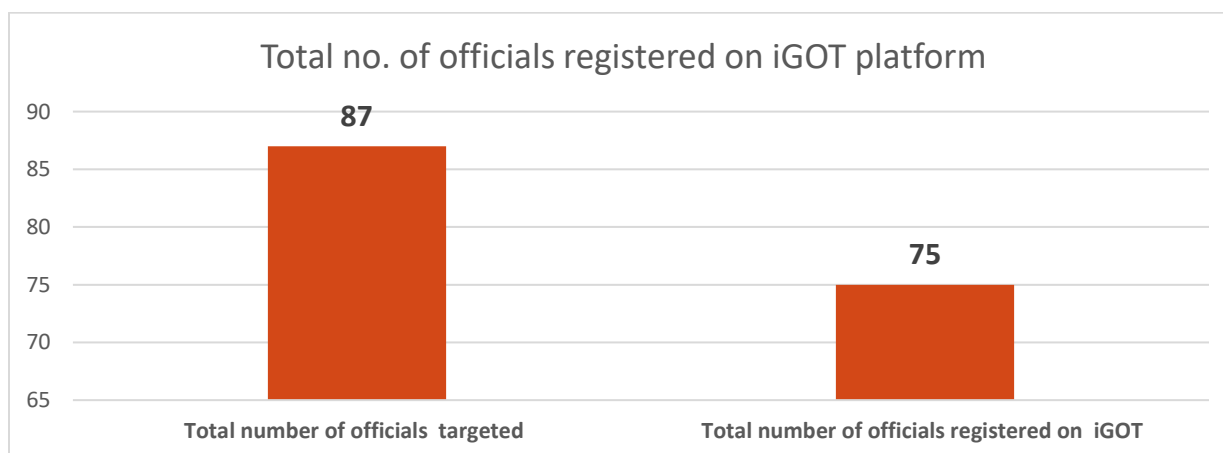
3.	Dr. M. Dhinadhayalan	Advisor
4.	Sh. J. B. Ravinder	Joint Advisor
5.	Sh. Vijai Kumar Chaurasia	Joint Advisor
6.	Ms. Chaitra Devoor	Assistant Advisor
7.	Sh. H. C. Patnaik	Under Secretary
8.	Sh. S. K. Sharma	Section Officer
9.	Sh. K. Srinivas	Section Officer
10.	Sh. Gaurav Bora	Assistant Section Officer
11.	Smt. Asha	Assistant Section Officer

Table 6: List of officials from Atal Mission for Rejuvenation and Urban Transformation - registration completed on iGOT Platform

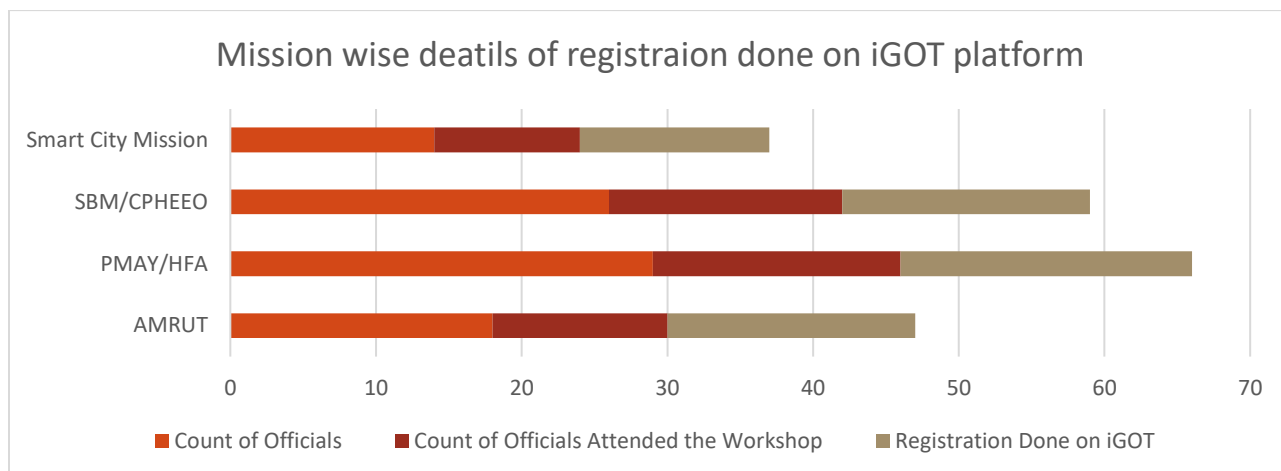
Sl. No.	Officials	Designation
1.	Smt. D. Thara	Additional Secretary
2.	Sh. Vinay Pratap Singh	Director
3.	Sh. Gurjeet Singh Dhillon	Director
4.	Sh. Raj Kumar	Director
5.	Sh. Lavanya Kumar	Deputy Secretary
6.	Sh. Anup Barman	Under Secretary
7.	Smt. P. A. Lathika	Under Secretary
8.	Sh. Harish Chandra Prasad	Under Secretary
9.	Sh. Joydeep Sarakar	Section Officer
10.	Sh. Amit Kumar	Section Officer
11.	Sh. Md. Irfan	Assistant Section Officer
12.	Sh. Tilak Raj	Assistant Section Officer
13.	Sh. Shekhar Kumar	Assistant Section Officer
14.	Sh. Ajay Kumar Sahoo	Assistant Section Officer

Table 7: List of officials from Deendayal Antyodaya Yojana - National Urban Livelihood Mission - registration completed on iGOT Platform

Sl. No.	Officials	Designation
1.	Sh. Sanjay Kumar	Additional Secretary
2.	Sh. Madhukar Pandey	Under Secretary
3.	Sh. Yogesh Kumar	Under Secretary
4.	Sh. Naresh Kumar	Under Secretary
5.	Sh. T. Damzalian	Section Officer
6.	Sh. Suchit Goyal	Section Officer
7.	Sh. Abhay Kumar	Section Officer
8.	Sh. Amit Sharma	Section Officer
9.	Sh. Kishan Kumar	Section Officer
10.	Sh. R. S. Rawat	Section Officer
11.	Sh. H. S. Prasad	Section Officer
12.	Sh. Kiran K. Sharma	Assistant Section Officer
13.	Sh. Jaspreet	Assistant Section Officer
14.	Sh. Sarvesh Kumar	Assistant Section Officer
15.	Sh. Ajay Kumar	Assistant Section Officer
16.	Sh. Mukesh Kharol	Assistant Section Officer
17.	Sh. Yadav Bhaskar A. Kumar	Assistant Section Officer
18.	Ms. Kavita Sati	Assistant Section Officer
19.	Sh. Sarwesh Kumar	Personal Assistant



***Note: The officials are from SCM, SBM, PMAY-HFA, and AMRUT



3.2. Personal consultations held in October 2022

To carry forward the task of information collection and beginning the work of user registration of Smart Cities Mission (SCM) and subsequently of Swachh Bharat Mission (SBM), CPHEEO, Atal Mission for Rejuvenation and Urban Transformation (AMRUT) and Deendayal Antyodaya Yojana-National Urban Livelihoods Mission (DAY NULM) FGDs and interpersonal meetings with the Officials of mentioned Missions/organization of Ministry were conducted.

3.2.1. In person meetings/Face-to-Face Discussions held with Mission Officials

- a. Interpersonal discussion with Shri Sanjay Kumar, Additional Secretary, Administration and NULM was conducted in his chamber 114-C, and progress made by PMU-Mission Karmayogi for MoHUA in the month of September was shared. Thereafter a meeting was scheduled for 4th of October 2022 to discuss the work of CBC and Mission Karmayogi-IFU's role in MoHUA.
- b. For registration on iGOT Platform general, educational, and professional information about the officials is needed, considerable portion of this information is already available with administration department. In this background, meeting with Director Administration Sh. Anand Prakash for procurement of data of officials from Additional Secretary to Assistant Section Officer level for Mission Karmayogi was conducted during which IFU team members were informed that Ms. Geetha Menon manages the Admin-IV and has access to data from Assistant Section Officer (ASO) to Multi Task Staff (MTS) level whereas Sh. Mohit heads Admin-I and access data from Additional Secretary (AS) to Section Officer (SO) till level. Hence, subsequently meetings with Ms. Menon and Sh. Mohit were held where IFU team was informed that Data from EHRMS should provide most of the information required for Mission Karmayogi and remaining data can then be accessed through individual service book record. Thereafter, format for information required was shared with Admin Department. Mr. Tapas (IT person from NIC) displayed the information available on EHRMS platform.
- c. Meeting with Sh. Rajesh Kumar, DS, Budget, for explaining the Mission Karmayogi was held. The FGD for explaining registration process on iGOT Platform is scheduled for 9th November 2022. He has also made introduction of IFU members to Sh. Ravi Kumar, US, Budget.

3.3. Meetings with Capacity Building Commission (CBC):

Initial meeting with CBC was held under the chairpersonship of Sh. Sanjay Kumar on 13th October 2022 at 3:00 PM in Room No. 120-A. Visiting team described Mission Karmayogi focusing on FRACing process. CBC stated that Capacity Building Units (CBU) need to be formed in MDOs which will look after the work related to Mission Karmayogi and eHRMS- Human Resource Management System. Further they suggested that the Internal FRACing team will also focus on Annual Capacity Building Plan for MoHUA. Additionally, it was shared that a template for identifying training needs of the MDO's is under preparation. For describing the format, meetings with Mission Heads along with the team was requested.

In this connection, meetings were organised with different offices of MoHUA for discussing Annual Capacity Building Plan, in which teams of DoPT and Capacity Building Commission was also present. Details of the meetings held are as following:

Sl. No.	Offices	Date	Venue
1.	Housing For All	27th October 2022, 11 AM	120-G
2.	Budget	27th October 2022, 12 PM	417-C
3.	Swachh Bharat Mission	27th October 2022, 2 PM	417-C
4.	Urban Transport	28th October 2022, 10:30 AM	001-C
5.	AMRUT	28th October 2022, 1 PM	144-C

3.4. Way Forward for November 2022:

The process of mapping of current position of officers, roles, and activities from different missions will begun in November. Initially a draft format for capturing baseline information of the officials will be developed by the Internal FRACing Unit, post which draft format will be filled by officers (selected randomly from different grades). Draft formats will then be updated after the feedback through format filling process is obtained. Thereafter information collection activity will continue through personal meetings or focused group discussions. Beyond beginning of FRACing process, following activities will be carried out during next month by Internal FRACing Unit:

- Focused Group Discussion on “iGOT platform, onboarding MDO and user registration” is planned for 1st November 2022. Thereafter offices of Budget section and Urban Transport will also be approached to organize similar FGDs.
- Draft questionnaire for creation of Dictionaries for all the directors in the five missions.
- In person meetings (random) Mission officials for refining the format for completing FRACing exercise for MoHUA.
- Focused Group Discussion with the mission officers on FRACing.
- Continuing study and understanding of the best practices to derive list of competencies and its levels.
- Registration of remaining officials on iGOT from five mentioned divisions.

ANNEXURE – A: Proceeding of the focused group discussion for Smart Cities Mission on 29th September 2022

Focused Group Discussion On: iGOT Platform, Onboarding MDO and User Registration

Date: 29th September 2022

Time: 11:00AM to 12:30PM

Venue: Conference Hall, 417C, Nirman Bhawan, New Delhi

To enhance the capacity of the civil services Government has launched the National Programme for Civil Services Capacity Building (NPCSCB) - Mission Karmayogi, anchored by an apex body headed by the Prime Minister. The mission aims to create a competent civil service rooted in Indian ethos, with a shared understanding of India's priorities, working in harmonization for effective and efficient public service delivery.

It is complemented by iGOT Karmayogi - a comprehensive online platform for learning and HR decision making.

The IFU-PMC has organized its first workshop on Mission Karmayogi for Smart City Mission Team.

AIM of the workshop:

Developing an understanding and processes of Mission Karmayogi and iGOT Karmayogi - online platform for learning.

Proceeding:

- i. The workshop was held under the chairmanship of Shri Rahul Kapoor, Director, Smart Cities Mission. The workshop started with a welcome note by him. He briefed about the Mission and set the agenda for the workshop. In his address, he asked the participants to register themselves on iGOT-Platform by 30th September 2022.
- ii. Ms. Charu Upadhyay, Team Lead, IFU-PMC team, Mission Karmayogi, explained about the Missions and its various components. She also gave an insight into the institutional and monitoring framework of the Mission.
- iii. Ms. Vandana Thakur, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the registration process on iGOT platform. She stated that there are two ways to register on iGOT. One is Bulk registration through SPV (Special purpose vehicle) – Karmayogi Bharat and the other is individual registration. She further stated about the basic information that needs to be filled for

registration i.e., Name, Department, Ministry etc. She also explained about 6 hubs like Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub and Event Hub and the need to create the generic id for Admin MDO, Content Creator, Content Reviewer and Content Publisher.

iv. A Q&A session was held where participants from Smart Cities Mission put their queries about the iGOT and FRACing (Framework of Role Activities and Competencies). The questions are like how to take courses on iGOT, details required in the registration, job profile, responsibilities, and various benefits of this platform for users.

Agenda of Workshop:

TABLE 8: AGENDA FOR THE FGD HELD ON 29TH SEPTEMBER 2022

<u>Agenda</u>		
Time	Topics	Speaker
11:00 AM - 11:10 AM	Welcome Session	Rahul Kapoor, Director, MoHUA
11:10 AM - 11:30 AM	Introduction: Mission Karmayogi	Charu Upadhyay, IFU
11:30AM - 12:15PM	iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms 	Vandana Thakur, IFU
12:15 PM -12:25PM	Question-Answer Session	
12:25PM –12: 30PM	Closing Remarks / Way Forward	Rahul Kapoor, Director, MoHUA

Following officials from Smart Cities Mission were present in the workshop:

TABLE 9: LIST OF OFFICIALS PRESENT DURING THE FGD

S.No.	Employee Name (Sh/Smt/Ms)	Designation	E-Mail ID	Contact No
1	Sh. Rahul Kapoor	Director	rahul.kapoor@gov.in	23062194
2	Sh. Jagdish Chandra Upreti	Under Secretary	rainbow.0019@gov.in	23061081
3	Sh. Sabak lal Prasad	Under Secretary	sabaklal.prasad@nic.in	23062908
4	Ms. Parveen Kumari	Under Secretary	parveen.kumari@nic.in	23062881

5	Sh. Mahesh Lal	Section Officer	maheshlal@nic.in	23062331
6	Sh. Bishan Das	Section Officer	rainbow.0019@gov.in	
7	Sh. Pradeep Kumar Pradhan	Section Officer	pradeep.pradhan63@nic.in	23062376
8	Sh. B.L. Khora	Section Officer	bl.khora@gov.in	23062376
9	Sh. N Patrick Ekka	ASO	patrick.ekka@nic.in	
10	Sh. Lalit Sharma	ASO	lalit.sharma97@gov.in	23062331

IFU-PMC Team: Karmayogi Mission

TABLE 10: LIST OF PMU MEMBERS PRESENT IN THE FGD

Sr. No.	Name	Designation
1	Mr. Asgar Naqvi	Project Director
2	Mr. Prashant Bansal	Project Head
3	Ms. Charu Upadhyay	Team Lead
4	Ms. Jaya Srivastava	Subject Matter Expert
5	Ms. Sapana Verma	Organization Analyst
6	Ms. Vandana Thakur	Subject Matter Expert
7	Mr. Dhananjay Kumar	Tech Analyst
8	Mr. Aashutosh Kumar Pandey	IT Analyst

ANNEXURE – B: Photographs from workshop for Smart Cities Mission on 29th September 2022

PICTURE 1: PHOTOGRAPH OF THE FGD HELD WITH SCM



PICTURE 2: PHOTOGRAPH OF THE FGD HELD WITH SCM



PICTURE 3: PHOTOGRAPH OF THE FGD HELD WITH SCM



PICTURE 4: TWITTER POST ON iGOT REGISTRATION FOCUSED GROUP DISCUSSION WITH SBM & CPHEEO TEAMS



Smart Cities Mission
3,966 followers
4h · Edited · 🌐

A workshop on Mission Karmayogi iGoT platform was organised for all officers of the smart cities mission, MoHUA. The workshop familiarised the government servants with the working of the iGoT platform and initiated their capacity-building journey.
[#MissionKarmayogi](#)

Hardeep Singh Puri | Rahul Kapoor



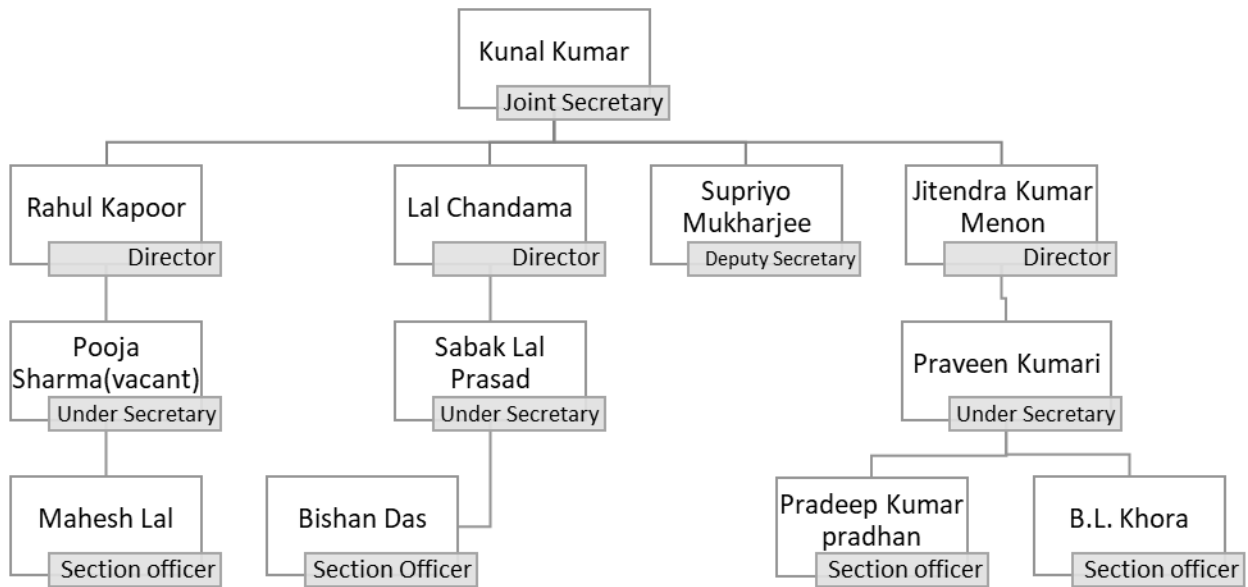
You and 5 others 1 share

Like Comment Share Send

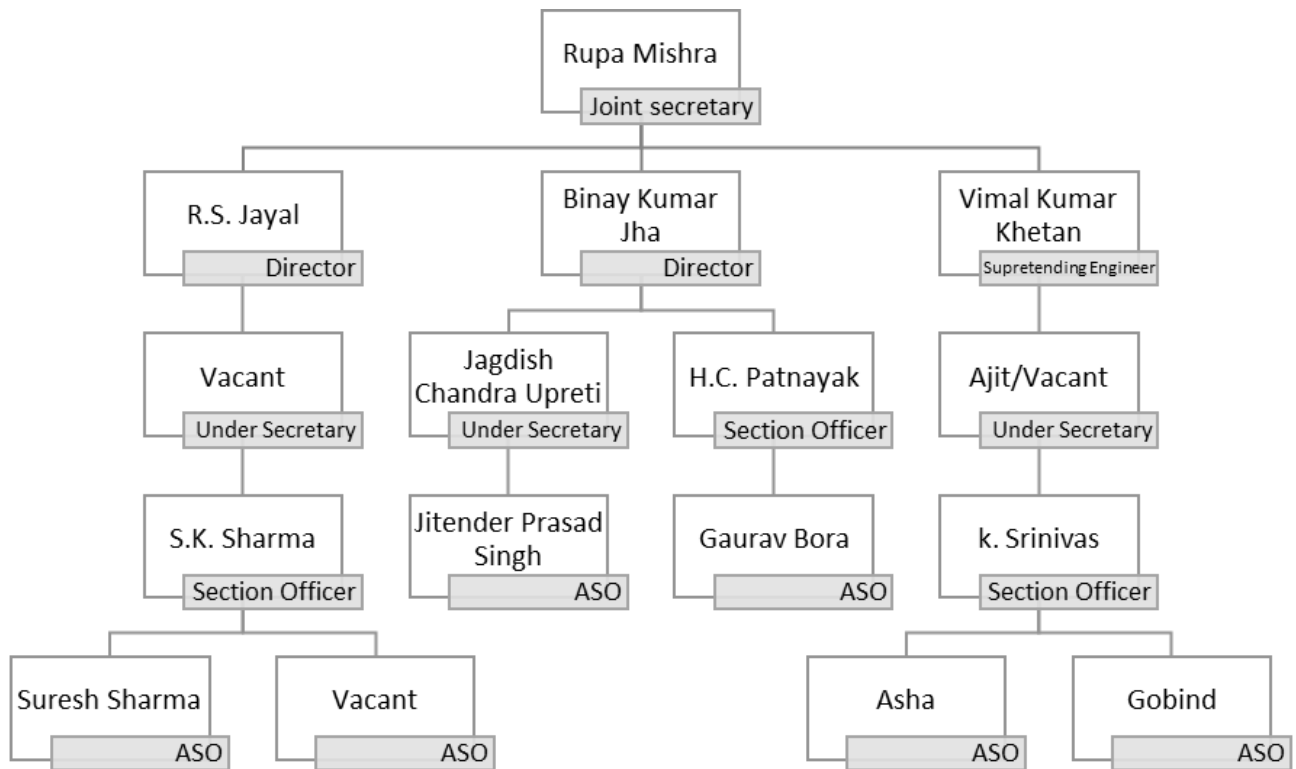
PICTURE 5: TWITTER POST ON iGOT REGISTRATION FOCUSED GROUP DISCUSSION WITH SBM & CPHEEO TEAMS

ANNEXURE - C: Organization Charts of all five MISSIONS

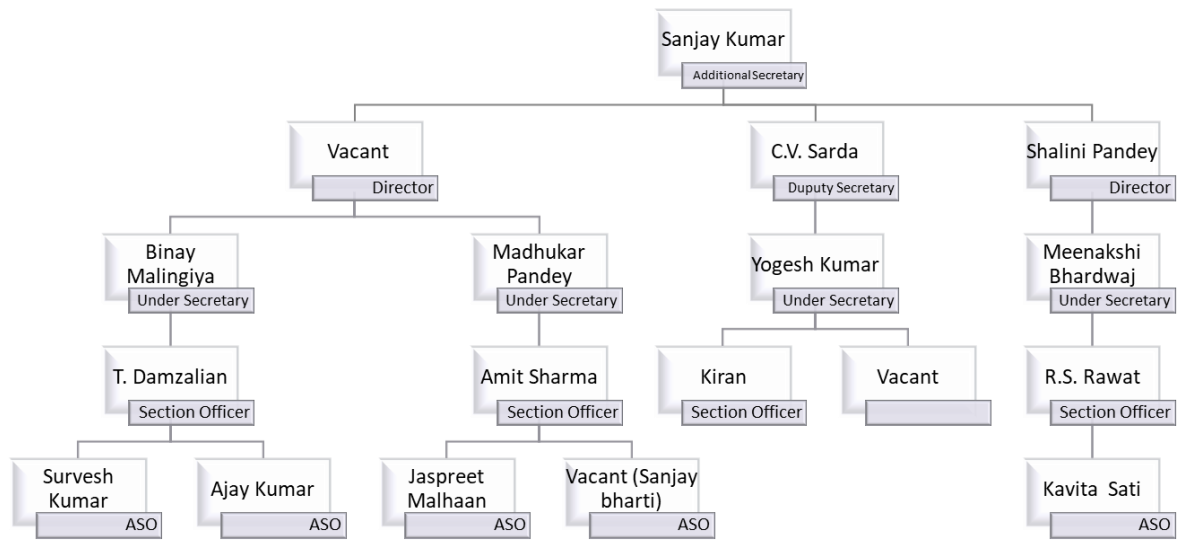
SMART CITY MISSION



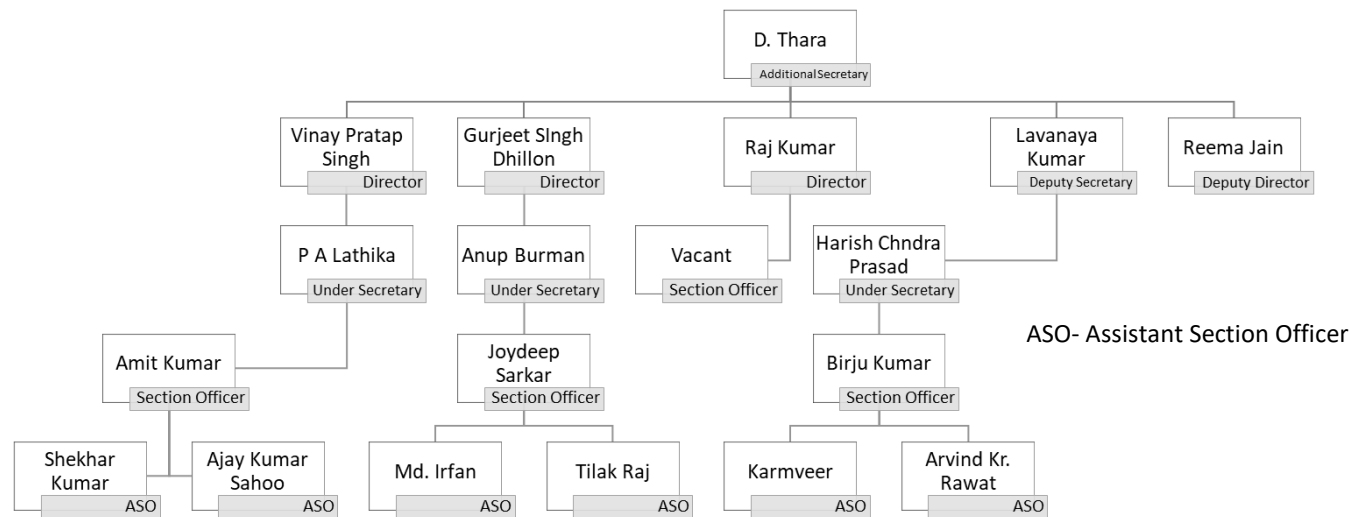
SWACHH BHARAT MISSION



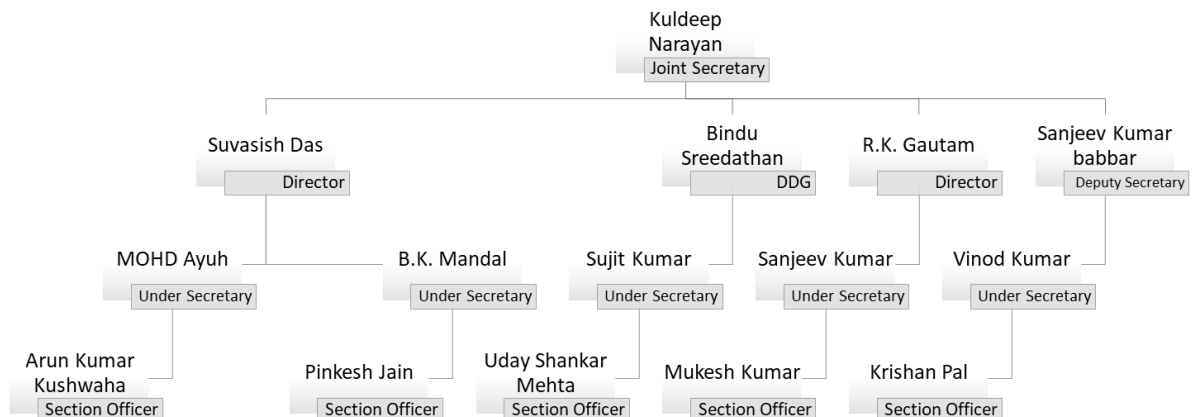
DAY-NULM



AMRUT MISSION



HOUSING FOR ALL



ANNEXURE - D: WORK ALLOCATION

SWACHH BHARAT MISSION

SBM-I (Budget & ODF) [Shri Naveen Kumar Agarwal, Director]	
1.	All matters related to IHHL, CT/PT (including policy matters), ODF Portals-ODF+, ODF++, Review of progress, Aadhaar Seeding etc.,
2.	All matters related to FSSM
3.	All matters related to formulation of the Budget, Review of the budget targets, review of the status on financial achievements
4.	All matters related to funds release to all State Governments/Union Territories of Andaman & Nicobar Islands, Andhra Pradesh, Chandigarh, Dadra & Nagar Haveli, Daman & Diu, Delhi, Goa, Gujarat, Karnataka, Kerala, Maharashtra, Manipur, Meghalaya, Puducherry, Rajasthan, Tamil Nadu and Telangana, Co-operation with Co-operation with DoE
5.	Elimination of Manual Scavenging, Coordination with Ministry of Social Justice & Empowerment
6.	All Rajya Sabha Questions and Assurances, Rajya Sabha Questions relating to other Ministries
7.	Parliamentary Standing Committees attached to Ministry of Housing & Urban Affairs
8.	All matters related to Procurement of Goods and Services above Rs. 50 Lakh
9.	All Cabinet Notes, All EFC Notes, CoS Notes, GoM Notes etc., CSC matters, Matters relating to DBTL, PFMS
10.	Review meetings on SBM by CoS, GoM, PMO, NITI Aayog, Home Ministry and other external agencies, Swachhta Pakhwara/Swachhta Action Plan with MoDDWs.
11.	Coordination with NFDC, PMO, DAVP, Quantum, All India Radio, Doordarshan, News Letter, Social Media Brand Ambassadors, Corporates, Ministry of I & B and media agencies etc., formulation of IEC policies.
12.	Other work as assigned
SBM-II (Co-ordination) (Shri R.S. Jayal, Deputy Secretary)	
1.	All Vendor Payments including hiring of vehicles, hiring of DEOs, MTS etc., Processing of all payment bills., CSE, Quantum, NFDC, DAVP etc.,
2.	All tours including foreign tours
3.	Public Grievance matters
4.	Weekly report to Cabinet Secretary, Secretary; Monthly report to PMO & other reports to divisions of MoHUA
5.	Coordination with MDWS
6.	✓ E-Sameeksha/Pragati
7.	All matters related to Parliamentary Standing Committee attached to other Ministries

8.	Regional and National Workshops
9.	NARC meeting, Notice
10.	RTI & VIP References
11.	Court Cases
12.	All matters related to funds release to State Governments of Arunachal Pradesh, Assam, Bihar, Haryana, Himachal Pradesh, Jammu & Kashmir, Jharkhand, Madhya Pradesh, Mizoram, Nagaland, Odisha, Punjab, Sikkim, Tripura, Uttar Pradesh, Uttarakhand and West Bengal.
13.	Lok Sabha Questions and Assurances.
14.	Lok Sabha Questions related to other Ministries.
15.	Meeting/Minutes including Sr. Officers meeting, Weekly, JS Meeting & Monthly meeting except VC Meetings.
16.	Coordination with SBM.
17.	All matters related to A&OE expenses
18.	Other works as assigned.
SBM-III (SWM and PHE) (Shri Binay Kumar Jha, Director)	
1.	All matters relating to Apex Monitoring Committee
2.	All matters relating to Swachhta Survekshan
3.	All matters relating to CPHEEO
4.	All IT related matters including MIS Portals, Toilet Locator Google Maps, Dash Board, Swachata Apps., migration of portal, Integration of all portals, Development of New IT Tools, etc.,
5.	All matters relating to SWM including Waste to compost and Waste to Energy
6.	Matters relating to International Cooperation, MOUs, Doner Agencies including USAID, BMGF, GIZ, UNIDO etc.
7.	Co-ordination with M/o Power, M/o Finance, Economic Affairs, M/o Environment, Forest & Climate Change M/o Human Resource Dev., M/o Health and Family Welfare, M/o C& F, NITI Aayog, M/o Science and Technolgoy
8.	All matters relating to Capacity Building including E-portal, Technical Advisories, Exposure workshops etc.,
9.	All talking points including for Minister, Secretary and others
10.	State /Cities reviews including VC meetings
11.	Coordination With GEM.
12.	Convergence with NULM & Swastha Bharat other Missions
13.	All matters related to Garbage Free protocol
14.	All Policy matters relating to SBM taxation (GST Direct Taxes) including finance etc.
15.	Such other works as may be assigned.

17



K-16011/55/2018-AMRUT-1B
 Government of India
 Ministry of Housing & Urban Affairs


Nirman Bhawan, New Delhi,
 the 1st October, 2019.

OFFICE ORDER

In partial modification of earlier office order of even number dated 20.9.2019, allocation of duties of Ms. P. A. Lathika, Section Officer (AMRUT-1A) and Shri Anup Barman, Section Officer (AMRUT-IB) will be as under:

AMRUT-1A Section: Ms. P. A. Lathika, SO & Shri Ajay Kr. Sahoo, ASO.	AMRUT-1B Section: Shri Anup Barman, SO & Shri Shekhar Kr. Prasad, ASO
<ol style="list-style-type: none"> 1. Meetings/Conferences other than Apex Committee meeting. 2. Implementation of AMRUT projects and follow up with States /UTs. 3. Requests from concerned States /UTs seeking clarification on policy matters/ Mission Guidelines. 4. Planning /formulation of new scheme & extension of AMRUT etc. 5. All matters related to VIP references, Public Grievance, references from citizens, co-ordination matter related to AMRUT fund release and project implementation. 6. RTI matters. 7. Parliament matters (Questions, Assurances etc.). 	<ol style="list-style-type: none"> 1. All matters related to approval /changes and fund release of SAAP-I, II and III for all States /UTs. 2. Examination and disposal of Utilisation Certificates pertaining to funds released under SAAPs. 3. Apex Committee Meetings. 4. All matters related to IRMA. 5. Mission Web-site matter & any other work assigned by Sr. Officers.

This issues with the approval of Joint Secretary (AMRUT)


 (Suneet Mehta)
 Dy. Secretary (AMRUT)

1. Shri Rajesh Kumar, US (AMRUT-I)
2. Shri Harish Chandra Prasad, US (AMRUT-IIB)
3. All SOs in AMRUT-I & IIB Division.

Copy to:

1. PS to JS (AMRUT)
2. PS to Director (AMRUT-II)
3. PS to DS (AMRUT-SM)
4. PS to DS (AMRUT-RK)

ORDER

Subject: Allocation of work among Directors/Deputy Secretary of AMRUT Division.

In partial modification of the order dated 15 January, 2018, the work allocation among Directors/ Deputy Secretary of AMRUT Division will henceforth be as under:

Shri Gurjeet Singh Dhillon Director (EoDB & FC)	Shri Vinay Pratap Singh, Director (AMRUT)	Shri Suneet Mehta Deputy Secretary (AMRUT)
All matters relating to Ease of Doing Business in construction permits, OBPS and 14 th & 15 th Finance Commission.	All matters relating to Urban Reforms (Except EoDB in Construction permits and OBPS) AMRUT websites/ AMRUT portal, Geo-tagging of projects and UC related matters.	AMRUT Mission matters like AMRUT Apex Committee, release of funds to all States/UTs.
All matters relating to TCPO	LAP, TPS, Sub-Schemes for preparation of GIS based Master Plans	Release of A&OE funds to all States/UTs
Matters regarding PRAGATI, RTIs, Court Cases, Parl. Questions, grievances pertaining to above.	All matters related to erstwhile JNNURM	Monitoring of Budget, PMUs, vehicles, IMPRINT, IRMA etc
	Matters relating to PRAGATI, RTIs, Court Cases, Parl. Questions & grievances pertaining to above	Matters relating to PRAGATI, NITI Ayog, RTIs, Court Cases, Parl. Questions pertaining to above,
	Coordination activities including briefs, talking points, and agenda etc. related to AMRUT mission for Hill States and NE States.	Coordination activities, including briefs, talking points and agenda etc related to AMRUT Mission for States other than NE and Hill States
	Enhanced SAAP for FSSM and rejuvenation of water bodies.	All matters relating to AMRUT Plus
	Media activities	
	AWSSAR, conduct of Exhibitions, Workshops, Seminars etc.	

Note : Briefs, talking points, parliamentary questions etc. related to AMRUT involving all States will be looked after by Deputy Secretary (AMRUT).

2. Director (AMRUT) and DS (AMRUT) will act as the Link Officer to each other during one's leave/ training/ tour etc., (ii) in the absence of Director (EoDB & FC) his work will be looked after by Director (AMRUT).

3. There is no change in the work allocation among Under Secretaries/ SOs. They will continue to look after already allocated subject(s) and will submit the file as per above channel of submission.

Manish
1/2/16
(Manish Thakur)
Joint Secretary (AMRUT)

Director (EoDB & FC)

Director (AMRUT)

Deputy Secretary (AMRUT)

Copy to (i) JS(Admn.) - for information

(ii) PSO to Secretary (HUA) – for information

Copy also to: US(AMRUT I/IIA/IIB), DD/AD(AMRUT), SO (AMRUT IB/IIB),



Dated: 20th Sept., 2019

OFFICE ORDER

In supersession of earlier office orders related to allocation of work between AMRUT I & IIB Divisions, the revised allocation of duties of Under Secretaries/Section Officers and Staff under AMRUT I & IIB Divisions is as under:

Sh. Rajesh Kumar, US (AMRUT I)		Sh. Harish Chandra Prasad, US (AMRUT-IIB)
Sh. Anup Barman, SO	Smt. P. A. Lathika, SO	Sh. Birju Kumar, SO
All matters related to approval/changes and fund release of SAAP I, II and III (for all States/UTs except following : Rajasthan, Uttarakhand, Jammu & Kashmir, Ladakh, Jharkhand, Himachal Pradesh, Chandigarh, Punjab and Haryana).	All matters related to approval/changes and fund release of SAAPs I, II and III for the following States/UTs: Rajasthan, Uttarakhand, Jammu & Kashmir, Laddakh, Jharkhand, Himachal Pradesh, Chandigarh, Punjab and Haryana	Release of A&OE funds to all State/UTs.
Apex Committee meetings	Requests from concerned States/UTs on clarification on policy matters/ Mission Guidelines	All matters related to PMU (AMRUT) & IT-PMU, DEOs etc., MTS, Consultant under AMRUT and Payment of Miscellaneous bills.
Other meetings/ conferences & follow up with the concerned States/UTs	Meetings/ conferences and follow up with the concerned States/UTs.	All matters related to Budget, PFMS, court cases, vigilance, audit and grants under 14 th Fin. Commission.
Requests from concerned States/UTs on clarification on policy matters/ Mission Guidelines.	All matters related to IRMA, VIP References related to allotted States/UTs.	Monitoring of physical and financial progress of projects sanctioned under erstwhile Missions of UD.
All matters related to IRMA, VIP References related to allotted States/UTs.	All Mission website matters.	Matters related to AMRUT reforms, transformative reforms, implementation thereof and grant of incentive to States
Parliamentary Questions, assurances pertaining to the area of responsibility.	Parliamentary Questions, assurances pertaining to the area of responsibility.	Parliamentary Questions, assurances pertaining to the area of responsibility.
RTIs pertaining to the area of responsibility.	RTIs pertaining to the area of responsibility.	PRAGATI, E-Samiksha, research, development and study projects and RTIs pertaining to the area of responsibility.

2. This issues with the approval of Joint Secretary (AMRUT).


(Suneet Mehta)
Dy. Secretary (AMRUT)

1. Sh. Rajesh Kumar, US (AMRUT I)
2. Sh. Harish Chandra Prasad, US (AMRUT-IIB)
3. All SOs in AMRUT I & IIB Divisions

Copy to: 1. PS to JS (AMRUT)
2. PS to Director (AMRUT II)
3. PS to DS (AMRUT-RK)

**Ministry of Housing & Urban Affairs
AMRUT Division**

Sub: Redistribution of work in AMRUT Division - Reg.

The present work distribution in AMRUT I & IIB Division as per order dated 08.8.2018 is as under:

AMRUT - I Division	AMRUT-IIB Division
US - Rajesh Kumar SO - Sh. Anup Barman 2 ASOs	US - Harish Chandra Prasad SO - Sh. Birju Kumar SO - Smt. P. A. Lathika 2 ASOs
Major Works allocated	
1. All matters related to approval/revision in SAAPs and release of project funds. 2. Clarification on policy matters/Mission guidelines. 3. Majority of the Parliamentary Questions, VIP references, RTI/Mission Coordination matters etc. 4. IRMA matters. 5. Apex Committee meetings and review meetings, Website matters etc.	1. A&OE and Reforms incentives to States 2. JnNURM matters 3. 14 th FC 4. Budget/PFMS matters 5. Payment of bills to DEOs, Consultants and other miscellaneous bills 6. Related Parliamentary questions, RTI matters.
Financial allocation - 80% of B.E./R.E.	Financial allocation - 20% of B.E./R.E. including fund releases towards GIS/LAP/TPS etc. that are being looked after by US (II-A)/DD(AMRUT)

2. It is also submitted that works related to the upcoming Jal Jeevan Mission (JJM) - Urban is also expected to be allocated to AMRUT-I Division, in addition to works already being looked after this Division.

3. In the given context and to ensure speedy fund release towards projects, it is proposed that Smt. P. A. Lathika (SO) may be posted to AMRUT-I Division to assist in fund releases towards projects and related matters.

4. In view of the above, proposal is submitted for kind approval of JS (AMRUT) for redistribution of work in AMRUT I & IIB Divisions as per DFA, please.

Submitted pls -

[Signature]
DS (AMRUT & IC)
20.9.2019

IS (AMRUT)

F.No. K-14011/12/2018-AMRUT-II A
M/o Housing and Urban Affairs

Nirman Bhawan, New Delhi.
Dated the 15 January, 2019

ORDER

Subject: Allocation of work among Directors/Deputy Secretary of AMRUT Division.

In partial modification of the order dated 9th July, 2018, the work allocation among Directors/ Deputy Secretary of AMRUT Division will henceforth be as under:

In partial modification of the order dated 9th July, 2018, the work allocation among Directors/ Deputy Secretary of AMRUT Division will henceforth be as under:

Shri Gurjeet Singh Dhillon Director (AMRUT-I)	Shri Vinay Pratap Singh, Director (AMRUT-II)	Shri Suneet Mehta Deputy Secretary (AMRUT-III)
All matters relating to Ease of Doing Business in construction permits, OBPS and 14 th & 15 th Finance Commission. Release of A&OE funds to all States/UTs All matters relating to TCPO, LAP, TPS, Sub-Schemes for preparation of GIS based Master Plans Matters regarding PRAGATI, RTIs, Court Cases, Parl. Questions, grievances pertaining to above. Coordination activities, including briefs, talking points and agenda etc related to AMRUT Mission for NE States Media activities All matters relating to AMRUT Plus and AWSSAR, conduct of Exhibitions, Workshops, Seminars etc.	AMRUT Mission matters like AMRUT Apex Committee, release of funds to all States/UTs. Monitoring of Budget, PMUs, vehicles, IMPRINT, IRMA etc Matters relating to PRAGATI, NITI Ayog, RTIs, Court Cases, Parl. Questions pertaining to above, Coordination activities, including briefs, talking points and agenda etc related to AMRUT Mission for States other than NE and Hill States	All matters relating to Urban Reforms (Except EoDB in Construction permits and OBPS) AMRUT websites/ AMRUT portal, Geo-tagging of projects and UC related matters. All matters related to erstwhile JNNURM Matters relating to PRAGATI, RTIs, Court Cases, Parl. Questions & grievances pertaining to above Coordination activities including briefs, talking points, and agenda etc. related to AMRUT mission for Hill States. Enhanced SAAP for FSSM and rejuvenation of water bodies.

Note : Briefs, talking points, parliamentary questions etc. related to AMRUT involving all States will be looked after by Director (AMRUT-II).

2. In case of common matters relating to the Mission, AS&MD will assign the work to one of the Directors on need basis.

Shri Rahul Kapoor, Director (SC-III)

Assisted by

Ms. Pooja Sharma, US (SC-III)

DD(SC) – vacant

Ms. Reema Jain, DD (AMRUT)

Shri Mahesh Lal, SO (Desk-IV)

Shri P.K. Pradhan, SO (Desk Officer)

1. Meeting/Webinar/Regional Workshop on SCM
2. Setting of MMU & payment thereof
3. Mission website related matters & payments thereof
4. Monitoring of PDMS
5. Related RTI matters pertaining to US/DD(SC)
6. Smartnet update
7. All NIUA related matters including appointments of Director/President/ constitution of DPC, restructuring of NIUA/its Annual Report & Payments/grant in aids to NIUA
8. Schemes related to promoting Innovative Smart solutions
9. Development of stations across India through Indian Railway Station Development Corp.
10. Issue of Advisories under SCM
11. References from O/o HUAM on articles in newspapers/magazines on Smart Cities
12. Documentation of Mid-term review & its expenditure etc.
13. Payment of NFDC
14. Status & Monitoring of Open Source & Sustainability of Smart Solutions in Smart Cities
15. Data Smart Cities Strategy
16. India Urban Observatory
17. City GDP framework
18. Data Analytics & Management Unit
19. Open Data Portal
20. Data Maturity Assessment Framework
21. India Urban Data Exchange (IUDX)
22. ICCC related work
23. Ease of Living & Municipal Performance Index
24. National Urban Learning Platform (NULP)
25. Mission Urban Capacity (National Urban Innovation Hub-NUIH)
26. Urban Innovation
27. Citizen Centric Smart Governance
28. National Urban Digital Mission (NUDM)
29. Performance Assessment system
30. World Economic Forum (WEF) AI Strategy for Smart Cities
31. Capacity Building of Smart City CDOs
32. Assessment and Monitoring Platform for Liveable, Inclusive, Future ready, urban India (AMPLIFI)
33. City Innovation Exchange (CiX) platform
34. India Smart Cities Fellowship and Internship Programme
35. Mission Karmayogi- iGoT Platform management of Departmental FRACing Team (DFT)

Shri Lal Chhandama – Director (SC-I)

Assisted by Shri Sabak Lal Prasad, US-II (SC-I)
Ms. Neha Singh DD (for CITIIS Program)

1. All policy matters relating to Smart Cities
2. All matters relating to Mission Statement including Guidelines & Toolkit
3. Release of funds to States/Cities
4. All Budget related matters/Supplementary Budget/Demand for Grants/Outcome-output Budget.
5. Tie ups/Coordination with foreign countries
6. Tie ups/coordination with International Agencies/organizations/hand holding agencies & consulting firms viz. World Bank, ADB, UN-Habitat, EU, BRICS etc.
7. Plan proposals & related work
8. RTI & RTI appeals for US-II
9. Coordination with Smart Cities for funds release and UC
10. ClimateSmart Cities Assessment Framework, C Cube, Climate Alliance
11. CITIIS 1.0 and 2.0 programmes
12. GIS-MIS Portal
13. National Infrastructure Pipeline (NIP) projects
14. Output-Outcome Monitoring Framework (OOMF)
15. Issuance of Municipal Bonds
16. GEF -7 Project "Livable Cities in India: Demonstrating Sustainable Urban Planning and Development through Integrated Approaches"
17. International Smart Cities Network
18. Climate Smart Cities Projects – GIZ projects in 3 Smart Cities
19. National Mission for Sustainable Habitat
20. Setting up of Centre for Smart Cities
21. National Clean Air Programme (NCAP) related work and reduction of air pollution in 3 cities.
22. United Nations Framework Convention on Climate Change
23. Environmental Performance Index and Climate Change Performance Index
24. BRICS - Smart Cities Workshop + Friendship Cities & Local Government Cooperation Forum
25. Matters related to G-20
26. Provide brief/inputs for Secretary/MOS(I/C) and Ministries for above work

Shri Ravi Prakash, Director (UT) & (SC-II)-vice Ms. M. Janaki, Director
Shri P.K. Pradhan, SO (Desk Officer)

1. Smart City Award contest (Director (SC-I) will continue to handle current Award contest and would involve Dir(SC-II) guiding him in handling future SC Award contests)
2. Improvement of Performance in Global Indices.
3. National Urban Policy

- 2 -

No. K-15016/62/2018-SC.I
Government of India
Ministry of Housing & Urban Affairs
(Smart Cities-I Section)

Nirman Bhawan, New Delhi
Dated: 23 March 2021

Office Order

Subject : Allocation of work in Smart Cities Mission – regarding –

Consequent upon the posting of Shri Supriyo Mukherjee as Deputy Secretary in the Smart Cities Mission (SCM) and Shri Ravi Parkash, Director (UT)-vice Ms. M. Janaki, Director (UT & SC-II), the revised work allocation of Officers in SCM is enclosed herewith.

Jitendar Kumar Mehan
(Jitendar Kumar Mehan)
Deputy Secretary (SC-IV)

To

1. PS to Hon'ble HUAM
2. PSO to Secretary (HUA)
3. AS(H), MoHUA
4. All Joint Secretaries/ JS&FA)/EA/CCA, MoHUA
5. All Directors/DSs/USs/SOs, MoHUA
6. Admn.II Section (with a copy for PAO)
7. IT Cell – for uploading in e-office.

ISSUED/OFFICE COPY
23/03/2021

1

Shri Supriyo Mukherjee, Deputy Secretary (SC-V)

(Assisted by concerned US/DD/Section which is presently handling the subject matter)

1. Project Development Cell (PDC)
2. Foreign Training/deputation
3. Standardization
4. Workshop/seminars/expose
5. Status of projects in SCM & Coordination for updating status of projects/tracking progress of Mission. DS(SC-V) would be the nodal officer for this work with Mission Coord/Coord.
6. Media Plan of SCM/Monitor and deliverables for M/s Quantum Communications for branding and Social media campaign of MoHUA Missions
7. E-Samiksha portal for SCM
8. PRAGATI portal for SCM
9. Reimbursement of Bills for hiring vehicles for SCM
10. Matters related to non-financial support, Logo support and invitations received from various agencies.
11. Periodical Reports>Returns
12. TA/DA Bills and payment to travel agencies
13. All matters related to internal Administration of SCM
14. RTI appeals related to above work.
15. Provide brief/inputs for Secretary/MOS(I/C) and Ministries for above work.

- 5 -

36. India Cycles4Change Challenge
37. Streets for People Challenge
38. Nurturing Neighbourhood Challenge
39. EatSmart Cities Challenge
40. Transport 4 All Challenge
41. Economic Growth Roadmap for cities
42. Public Procurement Preference- Make in India initiative of DPIIT related matters
43. Extension of Smart Cities Mission and related issues
44. COVID related matters and update to Min. of I&B
45. Smart India Hackathon coordination with MoHRD
46. IMPRINT-I Programme of MoHRD
47. Living Lab Programme with MeitY
48. Provide brief/inputs for Secretary/MOS(I/C) and Ministries for above work

Shri Jitendar Kumar Mehan, Deputy Secretary (SC-IV)

Assisted by
Ms. Parveen Kumari, US-I (SC-I)

1. Sectoral Group of Secretaries-2 (SGOS-2)
2. The Urban Learning Internship Program (TULIP)
3. Ease of Doing Business initiatives of DPIIT
4. Minimizing Regulatory Compliance Burden initiative of DPIIT
5. Decriminalization of Minor Offences initiative of DPIIT
6. Investment Clearance Cell/National Single Window System initiative of DPIIT
7. Assist JS(SCM) as Nodal officer of Gadchiroli District of Maharashtra
8. GKRA Scheme of Ministry of Rural Development
9. All Court Cases of SCM
10. All VIP references of SCM
11. PMO/Cabinet Secretariat references
12. RTI Applicants and Appeals related to US-I
13. Public Grievances for SCM
14. Matter related to Parliamentary Committees etc.
15. Audit matters including C&AG
16. All Starred/Unstarred Parliament Questions/Assurances concerning SCM
17. Providing inputs for Parliamentary matters of SCM to other Divisions
18. Provide brief/inputs for Secretary/MOS(I/C) and Ministries for above work.

- 4 -

Annexure – E: Proceeding of the Focused Group Discussion for Swachh Bharat Mission (SBM) on 7th October 2022

Proceeding of the Focused Group Discussion on iGOT Platform, Onboarding MDO and User Registration

Date: 7th October 2022

Time: 12:00 PM to 1:30 PM

Venue: Conference Hall, 417C, Nirman Bhawan, New Delhi

To enhance the capacity of the civil services, Government of India has launched the National Programme for Civil Services Capacity Building (NPCSCB) - Mission Karmayogi, anchored by an apex body headed by the Prime Minister. The mission aims to create a competent civil service rooted in Indian ethos, with a shared understanding of India's priorities, working in harmonization for effective and efficient public service delivery. It is complemented by iGOT Karmayogi - a comprehensive online platform for learning and HR decision making.

The IFU-PMC has organized its second Focused Group Discussion (FDG) on Mission Karmayogi for Swachh Bharat Mission Team.

AIM of the focused group discussions:

- Developing an understanding and processes of Mission Karmayogi and iGOT Karmayogi - online platform for learning.

Proceeding:

- i. The FDG was held under the chairmanship of Shri Binay Kumar Jha, Director, Swachh Bharat Mission.
- ii. The FDG started with a welcome note by Ms. Charu Upadhyay, Team Lead, IFU-PMC team, Mission Karmayogi. She briefed about the team and set the agenda for the focused group discussion.
- iii. Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the Missions and its various components. She gave an insight into the institutional structure for the mission, the role of IFU-PMC and monitoring framework of the Mission. Under the role of IFU-PMC she described the FRACing process, monitoring and evaluation process and training and capacity building plan. She also introduces the platform- iGOT as a means /technology that is going to be used to build the capacity of the civil service employees.
- iv. Ms. Vandana Thakur, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the registration process on iGOT platform. She stated that there are two ways to register on iGOT. One is bulk registration through SPV (Special Purpose Vehicle) – Karmayogi Bharat and the other is individual registration. She further stated about the basic information that needs to be filled for registration i.e., Name, Department, Ministry etc. She showed the login process and profile creation process. She demonstrated how to edit the profile and add more details for better use of iGOT platform. She also explained about 6 hubs like Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub, and Event Hub that a user can explore and use for their career growth. She requested to create

the generic id for Admin MDO, Content Creator, Content Reviewer and Content Publisher to set-up a CBP unit for resource development.

- v. A Q&A session was held where participants from SBM put their queries about the iGOT and FRACing (Framework of Role Activities and Competencies). The questions are like how to take courses on iGOT, details required in the registration, job profile, responsibilities, and various benefits of this platform for users.

Table 11: Agenda of Focused Group Discussion for SBM & CPHEEO Officials

Time	Topics	Speaker
12:00 - 12:10 PM	Welcome Session	Charu Upadhyay, Team Leader, IFU
12:10 – 12:25 PM	Introduction: Mission Karmayogi	Jaya Srivastava, Subject Matter Expert, IFU
12:25-1:10 PM	iGOT Platform Introduction User profiles creation process Components Key Players Six Hubs of the platforms	Vandana Thakur, Subject Matter Expert, IFU
1:10 – 1:25 PM	Question-Answer Session	
1:25 – 1:30 PM	Closing Remarks / Way Forward	Charu Upadhyay, Team Leader, IFU

Picture 5: Attendance Sheet for SBM & CPHEEO Officials for Focused Group Discussion

Attendance Sheet for workshop on IGOT

7/10/2022 (12:00 PM to 1:30 PM)

Sr. No.	Employee Name	Designation	SBM/CPHEEO	E-Mail ID	Contact No
1	Roopa Mishra	AS	SBM		
2	R.S. Jayal	Director	SBM		
3	Binay Kumar Jha	Director	SBM	binay.jha@nic.in	9958293611
4	Vimal Kumar Khetan	Superintending Engineer	SBM	vimal.khetan@gov.in	8971922775
5	Jagdish Chandra Upreti	US	SBM		234C
6	H.C. Patnaik	US S.O.	SBM	harish.patnaik@nic.in	8920922006
7	Ajit Kumar	US	SBM		
8	S.K. Sharma	SO	SBM		
9	Jitendra Prasad Singh	ASO	SBM		
10	Gaurav Bora	ASO	SBM		
11	K. Srinivas	SO	SBM		
12	Suresh Sharma	ASO	SBM	k.s.srinivas@gov.in	9867961079
13	Asha	ASO	SBM	asha9457@jwalco.in	7982743583
14	Gobind	ASO	SBM		
15	Dr. M.D. Nivedhyan	Adviser (PHEEO)	CPHEEO	adviser-phoe@nic.in	9818277087
16	Dr. Ramakant	Deputy Adviser	CPHEEO	dr-ramakant@nic.in	999005657
17	Vipin K. Poddar	Asst. Adviser	CPHEEO	vk.poddar@gov.in	6262210761
18	ANKIT JAIN	Asst. Adviser	CPHEEO	ankit.j@nic.in	886968762
19	K. SRANANTHI JEGUN	Asst. Adviser	CPHEEO	sravanthi.kanamata@gov.in	9899596588
20	SHAKTI SHARMA	Asst. Adviser	SBM	S.shamsher@gov.in	9911591161
21	J.B. RAVINDER	Asst. Adviser	CPHEEO	jb.karvindar@nic.in	8700817768
22	ASTHINI KUMAR MAHAJA	UNDER SECRETARY	SBM	akumarasth@nic.in	9810641605
23	S.K. SHARMA	SO	SBM	surendra.sharma61@gov.in	9013232794
24	BATHIKUMAR S	Asst. Adviser	CPHEEO	sathishkumar.s@nic.in	23065581
25	V. K. Chauranga	Jt. Adviser (PHEE)	CPHEEO, MoH	vk.chaurangeni@nic.in	9810225985
26					
27					
28					
29					

ashu.wakane.35@80
644A
818277087
-662-A
-660A
-661A
596588 - 657-4
659-A
232794
R.NO. 528-A
645-A

2022-07-10

Table 12: IFU-PMC Team present on SBM, CPHEEO's Mission Karmayogi Focused Group Discussion

Sl. No.	Name	Designation
1	Ms. Charu Upadhyay	Team Lead
2	Mr. Prashant Bansal	Subject Matter Expert
3	Ms. Jaya Srivastava	Subject Matter Expert
4	Ms. Vandana Thakur	Subject Matter Expert
5	Ms. Sapana Verma	Organization Analyst
6	Mr. Dhananjay Kumar	Tech Analyst

Outcome:

So far registration of 11 persons from SBM has been completed and rest of the other officials are expected to be registered till 11th November 2022.

Annexure – F: Proceeding of the Focused Group Discussion for Atal Mission for Rejuvenation and Urban Transformation (AMRUT) on 10th October 2022

Proceeding of the Focused Group Discussion on iGOT Platform, Onboarding MDO and User Registration

Date: 10th October 2022

Time: 5:00 PM onwards

Venue: Conference Hall, 120A, Nirman Bhawan, New Delhi

To enhance the capacity of the civil services, Government of India has launched the National Programme for Civil Services Capacity Building (NPCSCB) - Mission Karmayogi, anchored by an apex body headed by the Prime Minister. The mission aims to create a competent civil service rooted in Indian ethos, with a shared understanding of India's priorities, working in harmonization for effective and efficient public service delivery. It is complemented by iGOT Karmayogi - a comprehensive online platform for learning and HR decision making.

The IFU-PMC has organized its third Focused Group Discussion (FDG) on Mission Karmayogi for Swachh Bharat Mission Team.

AIM of the FDG:

- Developing an understanding and processes of Mission Karmayogi and iGOT Karmayogi - online platform for learning.

Proceeding:

- i. The FDG was held under the chairmanship of Shri Lavanaya Kumar, Director, AMRUT.
- ii. The FDG started with a welcome note by Ms. Charu Upadhyay, Team Lead, IFU-PMC team, Mission Karmayogi. She briefed about the team and set the agenda for the focused group discussion.
- iii. Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the Missions and its various components. She gave an insight into the institutional structure for the mission, the role of IFU-PMC and monitoring framework of the Mission. Under the role of IFU-PMC she described the FRACing process, monitoring and evaluation process and training and capacity building plan. She also introduces the platform- iGOT as a means /technology that is going to be used to build the capacity of the civil service employees.
- iv. Ms. Vandana Thakur, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the registration process on iGOT platform. She stated that there are two ways to register on iGOT. One is Bulk registration through SPV (Special purpose vehicle) – Karmayogi Bharat and the other is individual registration. She further stated about the basic information that needs to be filled for registration i.e., Name, Department, Ministry etc. She showed the login process and profile creation process. She demonstrated how to edit the profile and add more details for better use of iGOT platform. She also explained about six hubs like Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub, and Event Hub that a user can explore and use for their career growth. She requested to create the generic id for Admin MDO, Content Creator, Content Reviewer and Content Publisher to set-up a CBP unit for resource development.



v. A Q&A session was held where participants from AMRUT put their queries about the iGOT and FRACing (Framework of Role Activities and Competencies). The questions are like how to take courses on iGOT, details required in the registration, job profile, responsibilities, and various benefits of this platform for users.

Table 13: Agenda of Focused Group Discussion for AMRUT Officials

Time	Topics	Speaker
5:00 - 5:05 PM	Welcome Session	Charu Upadhyay, IFU
5: 05 – 5:25 PM	Introduction: Mission Karmayogi	Jaya Srivastava, IFU
5:22 – 6:00 PM	iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms 	Vandana Thakur, IFU
6:00 – 6:15 PM	Question-Answer Session	
6:15 – 6:25 PM	Closing Remarks / Way Forward	Charu Upadhyay, IFU

Table 14: IFU-PMC Team present on AMRUT's Mission Karmayogi Focused Group Discussion

Sl. No.	Name	Designation
1	Ms. Charu Upadhyay	Team Lead
2	Mr. Prashant Bansal	Subject Matter Expert
3	Ms. Jaya Srivastava	Subject Matter Expert
4	Ms. Vandana Thakur	Subject Matter Expert
5	Ms. Sapana Verma	Organization Analyst
6	Mr. Dhananjay Kumar	Tech Analyst

Outcome:

So far registration of 13 persons from AMRUT has been completed and rest of the other officials are expected to be registered till 11th November 2022.

Annexure – G: Proceeding of the Focused Group Discussion conducted on 11th October for Deendayal Antyodaya Yojana - National Urban Livelihood Mission (NULM)

Proceeding of the Focused Group Discussion on iGOT Platform, Onboarding MDO and User Registration

Date: 11th October 2022

Time: 11:30 AM onwards

Venue: Conference Hall, 417-C, Nirman Bhawan, New Delhi

To enhance the capacity of the civil services, Government of India has launched the National Programme for Civil Services Capacity Building (NPCSCB) - Mission Karmayogi, anchored by an apex body headed by the Prime Minister. The mission aims to create a competent civil service rooted in Indian ethos, with a shared understanding of India's priorities, working in harmonization for effective and efficient public service delivery. It is complemented by iGOT Karmayogi - a comprehensive online platform for learning and HR decision making.

The IFU-PMC has organised its fourth Focussed Group Discussion (FDG) on Mission Karmayogi for Swachh Bharat Mission Team.

AIM of the FDG:

- Developing an understanding and processes of Mission Karmayogi and iGOT Karmayogi - online platform for learning.

Proceeding:

- i. The FDG was held under the chairmanship of Shri Yogender Singh, Director, DAY NULM.
- ii. The FDG started with a welcome note by Ms. Charu Upadhyay, Team Lead, IFU-PMC team, Mission Karmayogi. She briefed about the team and set the agenda for the focused group discussion.
- iii. Ms. Charu Upadhyay, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the Missions and its various components. She gave an insight into the institutional structure for the mission, the role of IFU-PMC and monitoring framework of the Mission. Under the role of IFU-PMC she described the FRACing process, monitoring and evaluation process and training and capacity building plan. She also introduces the platform- iGOT as a means /technology that is going to be used to build the capacity of the civil service employees.
- iv. Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained about the registration process on iGOT platform. She stated that there are two ways to register on iGOT. One is Bulk registration through SPV (Special purpose vehicle) – Karmayogi Bharat and the other is individual registration. She further stated about the basic information that needs to be filled for registration i.e., Name, Department, Ministry etc. She showed the login process and profile creation process. She demonstrated how to edit the profile and add more details for better use of iGOT platform. She also explained about six hubs like Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub, and Event Hub that a user can explore and use for their career growth. She requested to create the generic id for Admin MDO, Content Creator, Content Reviewer and Content Publisher to set-up a CBP unit for resource development.



v. A Q&A session was held where participants from DAY NULM put their queries about the iGOT and FRACing (Framework of Role Activities and Competencies). The questions are like how to take courses on iGOT, details required in the registration, job profile, responsibilities, and various benefits of this platform for users.

Table 15: Agenda of Focused Group Discussion for DAY-NULM Officials

Time	Topics	Speaker
11:30 - 11:35 PM	Welcome Session	Charu Upadhyay, IFU
11:35 – 11:55 PM	Introduction: Mission Karmayogi	Charu Upadhyay, IFU
11:55 – 12:20 PM	iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms 	Jaya Srivastava, IFU
12:20 – 12:30 PM	Question-Answer Session	-
12:30 – 12:35 PM	Closing Remarks / Way Forward	Charu Upadhyay, IFU

Picture 7: Attendance Sheet of DAY-NULM Officials for Focused Group Discussion (Page no. 1)

'Integrated Government Online Training (iGOT) Platform - Onboarding MDO and User Registration' for National Urban Livelihoods Mission (NULM) Scheduled on 11-10-2022; 11:30 AM at Room No. 417-C									
Sl. No.	Employee Name (Sh/Smt/Ms)	Designation	Mission	e-Mail ID	Contact No	Phone Number	Signature	Room no	
1	Sh Sanjay Kumar	Additional Secretary	NULM	jsupa-mhupa@gov.in	+91 11 23061665				
2	Sh Neeraj Kumar	Director	NULM	neeraj.kumar@gov.in	23062850	9999253110	[Signature]	235-C	
3	Ms C.V. Sarda	Deputy Secretary	NULM	dir-nulm@gov.in	23062923	9318334352	[Signature]	237-C	
4	Ms Shalini Pandey	Director	NULM	shalini.pandey78@gov.in	23062798				
5	Sh B.L. Meena	Under Secretary	NULM	bharatal.meena35@gov.in	23061185				
6	Sh Madhukar Pandey	Under Secretary	NULM	madhukar.pandey@nic.in	23063740	986838344	[Signature]	201-B	
7	Sh Yogesh Kumar	Under Secretary	NULM	yogesh.kumar@nic.in	23061530	9810990684	[Signature]	210-B	
8	Ms Meenakshi Bhardwaj	Under Secretary	NULM	meenakshi.bhardwaj@nic.in					
9	Sh T. Damzalian	Section Officer	NULM	t.damzalian@nic.in	23061185	7005711489	[Signature]	215-B	
10	Sh Arvind	Section Officer	NULM						
11	Sh Kiran Kumar	Asst. Section Officer	NULM	Kiran.kumar@gov.in	23061185	8538001274	[Signature]	215-B	
12	Sh Ramesh	Section Officer	NULM						
13	Sh Jaspreet	Assistant S Officer	NULM	JASPREET.S.M.C.117-01@gov.in		8802189322	[Signature]	215-B	
14	Sh R.S. Rawat	SO	NULM	rs.rawat82@nic.in	23063830	9650341223	[Signature]	215-B	
15	Sh Sumera Kaur	ASO	NULM	SURVESH KUMAR.DAD @ HVB.NIC.IN		9050748510	[Signature]	215-B	

Picture 8: Attendance Sheet of DAY-NULM Officials for Focused Group Discussion (Page No. 2)

16	Ajay Kumar	ASO	NULM	ASO2adm-nulm@ gov.in	2306-1185	9541285020	Ajay Kumar	215-B
17	SUKHIT GOYAL	SO	NULM	Sukhit.goyal@ nic.in	23061185	9999963636	Sukhit Goyal	215-B
18	ABHAY KUMAR	SO	NULM	abhay.kumar@ nic.in	23061185	9990860951	ABK	215-B
19	Amit Sharma	S.O.	NULM	Amit.sharma@ gov.in	"	8826773936	Amit S	"
20	SARABESH KUMAR	P-A	NULM	Sarabh.K@ nic.in	23061185	9958222282	Sarabh Kumar	"
21	NIKUNJ KUMAR	Steno-D	NULM	Kumar.nikunj@ gov.in	"	8862976397	Nikunj Kumar	"
22	Mubesh Kharij	ASO	NULM	mubesh.kharaj@ gov.in	"	9694187712	Mubesh	215-B
23	YADAV BHASKAR ASHOKKUMAR	ASO	PMSVANISHI	bhaskar.yadav@ gov.in	"	9537562942	Bhaskar	215-B
24	Kishan Kumar	SO	LSG	K.Kumar.81@ nic.in	23061072	8447955896	Kishan	202-C
25	Vaibhav Raj	ASO	LSG	Vaibhav.raj@ gov.in	23061072	9998946861	Vaibhav	202-C

26. Kapil Singh Aso LSG 8800475674 Kapil Singh 202-C
27. Naresh Kumar US PMS-B 23061185 9911355763 Naresh Kumar 210-B
28. Prateek Anuja US UPRN. 23061185 987109640 Prateek Anuja 310-C
29. NEERAJ ASO CBUD 23061185 9582912542 Neeraj 313-B
30. Pulkit Mishra AP PMS-B 23061185 9616767961 Pulkit Mishra 318-B
31. Isha Berale AP PMS-B 23061185 971690509 Isha Berale 312-B
32. Joydev Pramanik US CBUD 23061185 8010188075 Joydev Pramanik 202-C
33. Binay Kumar Malangi US UPA-1 23061185 7355240473 Binay Kumar 215-B
34. H.S. Prasad SO CBUD 23061185 9554392119 H.S. Prasad 313-B
35. Kavith Saty Aso PMS-C 23061185 9554392119 Kavith Saty 215-B

Table 16: IFU-PMC Team present on DAY-NULM's Mission Karmayogi Focused Group Discussion

Sl. No.	Name	Designation
1	Ms. Charu Upadhyay	Team Lead
2	Mr. Prashant Bansal	Subject Matter Expert
3	Ms. Jaya Srivastava	Subject Matter Expert
4	Ms. Vandana Thakur	Subject Matter Expert
5	Ms. Sapana Verma	Organization Analyst
6	Mr. Dhananjay Kumar	Tech Analyst

Outcome:

So far registration of 19 persons from DAY NULM has been completed and rest of the other officials are expected to be registered till 11th November 2022.

Annexure – H: Glimpse of the Focused Group Discussions through Lenses

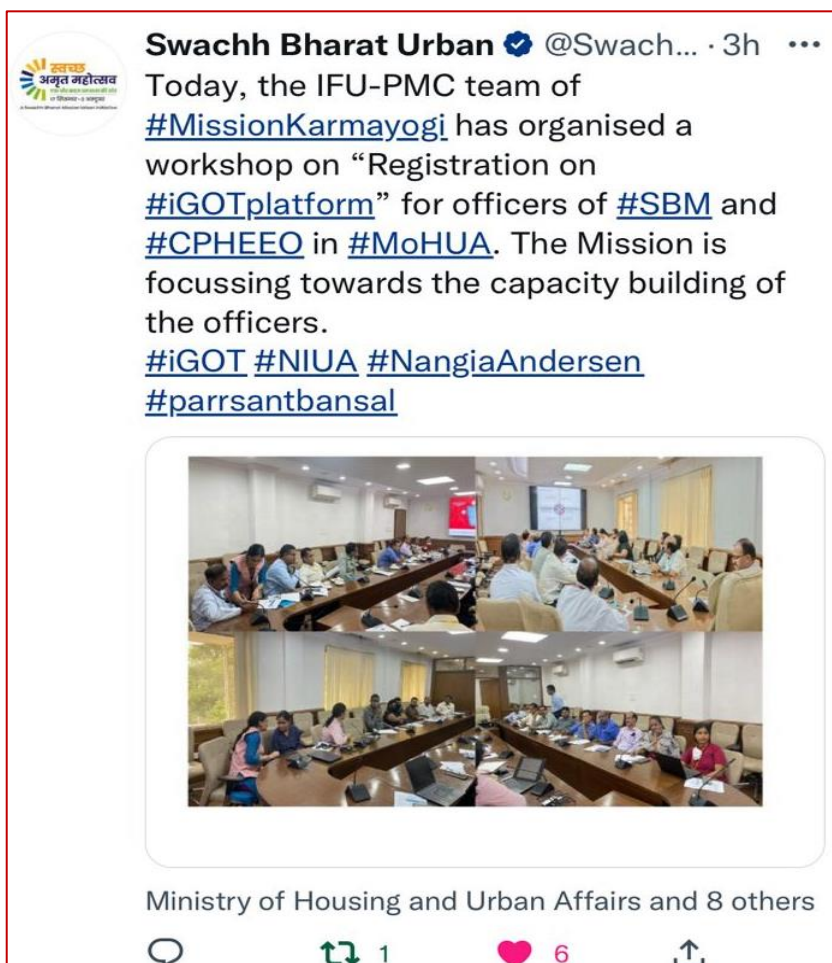
Picture 9: iGOT registration Focused Group Discussion with SBM & CPHEEO Teams



Picture 10: iGOT registration Focused Group Discussion with SBM & CPHEEO Teams




Picture 11: Twitter post on iGOT registration Focused Group Discussion with SBM & CPHEEO Teams



Swachh Bharat Urban ✓ @Swachh... · 3h ...

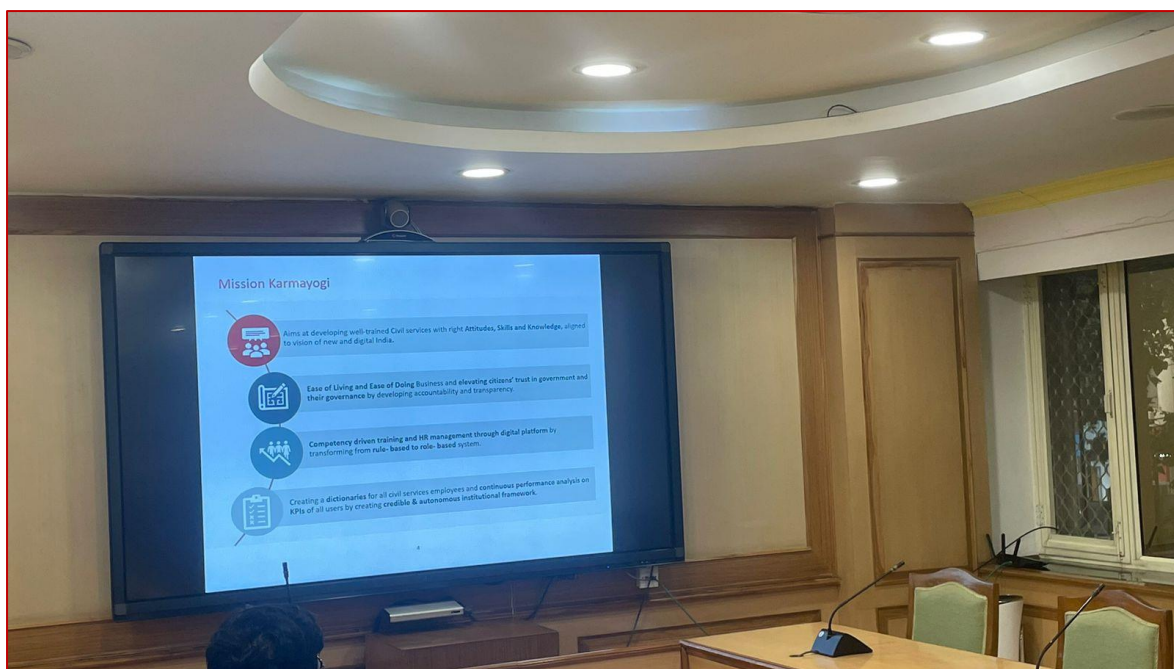
Today, the IFU-PMC team of [#MissionKarmayogi](#) has organised a workshop on “Registration on [#iGOTplatform](#)” for officers of [#SBM](#) and [#CPHEEO](#) in [#MoHUA](#). The Mission is focussing towards the capacity building of the officers.
[#iGOT](#) [#NIUA](#) [#NangiaAndersen](#)
[#parrsantbansal](#)



Ministry of Housing and Urban Affairs and 8 others

🗨️ ↻ 1 ❤️ 6 ↗

Picture 12: iGOT registration Focused Group Discussion with AMRUT Team



Picture 13: iGOT registration Focused Group Discussion with AMRUT Team



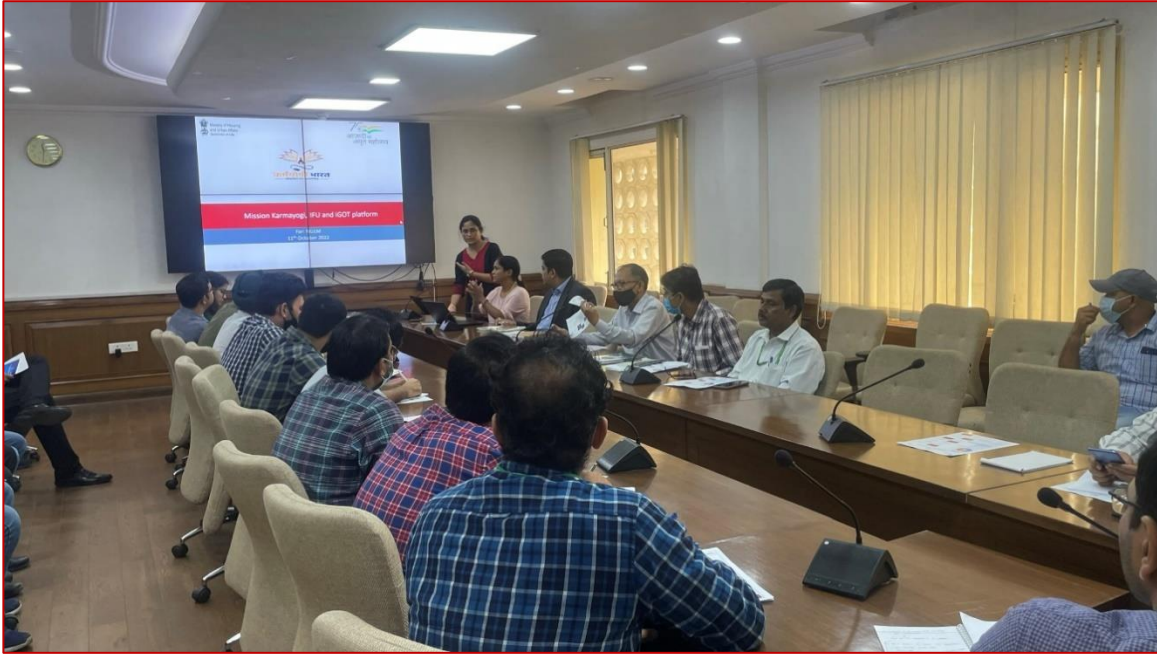
Picture 14: iGOT registration Focused Group Discussion with AMRUT Team



Picture 15: iGOT registration Focused Group Discussion with DAY NULM Team



Picture 16: iGOT registration Focused Group Discussion with DAY NULM Team



Picture 17: Twitter Post on iGOT registration Focused Group Discussion with DAY NULM





National Institute of Urban Affairs

Nangia Andersen LLP



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Contact Us

Prashant Bansal

Director – Government & Public Sector Advisory

+91-9810577892

prashant.bansal@nangia-andersen.com

NOIDA

(Delhi NCR - Corporate
Office) A-109, Sector - 136,
Noida - 201304
T: +91 120 5123000

DELHI

(Registered Office) B-27,
Soami Nagar, New Delhi -
110017
T: +91 0120 5123000

GURUGRAM

812-814, Tower B, Emaar
Digital Greens, Sector-61,
Gurugram, Haryana -
122102
T: +91 0124 430 1551

MUMBAI

11th Floor, B Wing,
Peninsula Business Park,
Ganpatrao Kadam Marg,
Lower Parel, Mumbai -
400013, India
T: +91 22 61737000

CHENNAI

Prestige Palladium Bayan,
Level 5, 129-140, Greams
Road, Thousand Lights,
Chennai - 600006 T: +91 44
46549201

BENGALURU

Prestige Obelisk, Level 4,
No 3 Kasturba Road
Bengaluru – 560 001,
Karnataka, India
T: + 91 80 2248 4555

PUNE

3rd Floor, Park Plaza, CTS
1085, Ganeshkhind Road,
Next to Pune Central Mall,
Shivajinagar,
Pune - 411005

DEHRADUN

1st Floor, "IDA" 46 E.C.
Road, Dehradun -
248001, Uttarakhand
T: +91 135 271 6300

