

In association with



National Institute of Urban Affairs



Ministry of Housing and Urban Affairs
Internal FRACing Unit – Mission Karmayogi
Bi-MONTHLY PROGRESS REPORT
November – December 2022

Project Title : Project Management Consultant Team (PMC) for Internal
FRACing Unit - Mission Karmayogi

Client : Ministry of Housing and Urban Affairs
National Institute of Urban Affairs

Consultant : Inductus Limited and Nangia-Andersen Consulting LLP

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List of abbreviations

| | |
|-------------------|---|
| AMRUT | Atal Mission for Urban rejuvenation and Transformation |
| CBC | Capacity Building Commission |
| DAY – NULM | Deen Dayal Antyodaya Yojana - National Urban Livelihood Mission |
| DoPT | Department of Personnel Training |
| FDG | Focused Group Discussion |
| FRAC | Framework of Roles, Activities and Competencies |
| iGOT | Integrated Government Online Training |
| IFD | Integrated Finance Division |
| IFU | Internal FRACing Unit |
| LSG | Local Self Government |
| MDO | Ministries Departments and Organizations |
| NTP | National Training Policy |
| NPCSCB | National Programme for Civil Services Capacity Building |
| PMAY – HFA | Pradhan Mantri Awas Yojana (Urban) – Housing for All (U) |
| SBM | Swachh Bharat Mission |
| SMC | Smart Cities Mission |
| TNA | Training Need Assessment |
| UD | Urban Development |
| UT | Urban Transport |



1. Mission Karmayogi

1.1. Introduction

Government personnel administration systems continue to focus mainly on the rules and procedures governing the recruitment, retention, and career development of civil service personnel as per the National Training Policy (2012). Systematic training of civil servants has continued to be mainly for the higher civil services, with many Groups 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, aims to promote citizen-centric governance through a robust digital ecosystem in India. Guided by eight principles Mission Karmayogi facilitate a shift from a **'rule-based'** to a **'role-based'** learning system emphasizing competency-driven capacity building and human resource management. This transformational journey of capacity building and development of **behavioural–functional–domain** competencies was 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 position in civil services by mapping their roles, activities, and competencies.

1.3. About The iGOT Platform

The iGOT Karmayogi shapes the 2012 National Training Policy (NTP) mandate 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 provide “unparalleled opportunities for Meeting the training needs of a 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 their 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 solution** space that all governments can access to enhance government execution capabilities. It makes possible the use of all aspects of the **70-20-10 learning and development model**. 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 solutions rather than simply depending on the knowledge and skills of an individual official.

It provides resources across five hubs accessible to every government official. The roles, Activities and Competencies (FRAC) framework is one of the strongest pillars of the Mission Karmayogi.

1.4. About FRACing:

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

1.5. Internal FRACing Unit (IFU)

The Internal FRACing Unit (IFU) is introduced to all five missions in the Ministry to support in visualizing and executing iGOT's FRACing process. The Name of the Missions are as follows: Smart Cities Mission, Swachh Bharat Mission (Urban), AMRUT, Housing for All and National Urban Livelihood Mission (NULM). Further, IFU-PMC supported the registration and onboarding of the following three divisions- Urban Transport, Budget Division and IFD on the i-GOT Platform. PMU-IFU have been engaged in different interpersonal activities to begin the implementation of the Mission in the Ministry of Housing and Urban affairs.



2. Work Completed during the months of November 2022

To execute the vision of Mission Karmayogi, a series of focused group discussions with the Mission and Division Teams were conducted to inform officials about the iGOT Platform and Mission Karmayogi. The following sections detail the exercise attempted and completed in the Ministry in November 2022.

2.1. Focused Group Discussions (FGDs) conducted during November 2022

To introduce the officials of the Housing for All (HFA) Mission, Urban Transport Division and Budget Division with Mission Karmayogi and iGOT Platform, a series of FGDs were conducted. The FGD was conducted on 1st and 16th of November with Housing for All (HFA) Mission and Urban Transport Division, respectively. On 22nd November with Budget Division and 23rd November with Integrated Finance Division, the FGD was held. The brief description of the FGDs is as follows.

Table 1: Mission Karmayogi's iGOT Platform Focused Group Discussions conducted during November 2022

| Date | Particulars | Descriptions |
|------------|---|--|
| 01.11.2022 | Mission and Platform introductory Focused Group Discussion – Housing for All | <ul style="list-style-type: none"> • FGD¹ was conducted for Housing for All (HFA), and the Proceedings for the FGD were prepared separately. • After introducing the team, officials were informed about the Mission and its particulars. • After that, the officials were given a detailed presentation about the iGOT Platform and how to make a user profile. • At the culmination of the FGD, officials were requested to onboard the iGOT Platform on or before 14th November 2022. |
| 16.11.2022 | Mission and Platform introductory Focused Group Discussion – Urban Transport Division | <ul style="list-style-type: none"> • FGD² was conducted for Urban Transport, and the Proceedings for the FGD were prepared separately. • After introducing the team, officials were informed about the Mission and its particulars. • After that, the officials were given a detailed presentation about the iGOT Platform and how to make a user profile. • At the culmination of the FGD, officials were requested to onboard the iGOT Platform on or before 25th November 2022. |
| 22.11.2022 | Mission and Platform introductory Focused Group | <ul style="list-style-type: none"> • FGD³ was conducted for Budget Division, and the Proceedings for the FGD were prepared separately. |

¹ Annexure-A

² Annexure-B

³ Annexure-C



| | | |
|------------|--|---|
| | Discussion – Budget Division | <ul style="list-style-type: none"> • After introducing the team, officials were informed about the Mission and its particulars. • After that, the officials were given a detailed presentation about the iGOT Platform and how to make a user profile. • At the culmination of the FGD, officials were requested to onboard the iGOT Platform on or before 2nd December 2022. |
| 23.11.2022 | Mission and Platform introductory Focused Group Discussion – Integrated Finance Division (IFD) | <ul style="list-style-type: none"> • FGD⁴ was conducted for Integrated Finance Division, and the Proceedings for the FGD were prepared separately. • After introducing the team, officials were informed about the Mission and its particulars. • After that, the officials were given a detailed presentation about the iGOT Platform and how to make a user profile. • At the culmination of the FGD, officials were requested to onboard the iGOT Platform on or before 2nd December 2022. |

2.2. Personal consultations held in November 2022

To carry forward the task of information collection and beginning the user registration of Housing for All Mission and subsequently of Urban Transport Division, Budget Division, Integrated Finance Division, FGDs and interpersonal meetings with the Officials of mentioned Missions/organization/Division of Ministry were conducted.

Agenda: The agenda of the meetings was to collect the work allocation orders and list of officials of each Mission. Furthermore, officials were visited to assist in the user registration portal on the iGOT Platform. As a result, user registration was completed in the month of November 2022; the list of officials is as follows:

Table 2: List of officials from Housing for All Mission - registration completed on the iGOT Platform

| Sl. No | Officer Name | Designation |
|--------|-------------------------|------------------|
| 1 | Sh Kuldeep Narayan | Joint Secretary |
| 2 | Sh Bindu Shreedathan | DDG |
| 3 | Sh Suvasish Das | Director |
| 4 | Sh R.K. Gautam | Director |
| 5 | Sh Sudhir Chandra Jana | Director |
| 6 | Sh Sanjeev Kumar Babbar | Deputy Secretary |
| 7 | Ms Anita Sirohi | Deputy Secretary |
| 8 | Sh Mohd Ayub | Under Secretary |
| 9 | Sh B.K. Mandal | Under Secretary |
| 10 | Sh Sujeet Kumar | Under Secretary |

⁴ Annexure-D

| | | |
|----|------------------------|---------------------------|
| 11 | Sh S K Sanjeev Kumar | Under Secretary |
| 12 | Sh Sanjeet Kumar | Under Secretary |
| 13 | Sh Vinod Gupta | Under Secretary |
| 14 | Sh Jagdish Prasad | Under Secretary |
| 15 | Sh Arun Kumar Kushwaha | Section Officer |
| 16 | Sh Pinkesh Jain | Section Officer |
| 17 | Sh Uday Shankar Mehta | Section Officer |
| 18 | Sh Mukesh Kumar | Section Officer |
| 19 | Sh Shiv Kumar | Section Officer |
| 20 | Sh Krishan Pal | Section Officer |
| 21 | Sh Krishan Jayaswal | Assistant Section Officer |
| 22 | Sh Anil Kumar Singh | Assistant Section Officer |
| 23 | Sh Bharat Bhusan Sutar | Assistant Section Officer |
| 24 | Sh Dinesh Kumar | Assistant Section Officer |
| 25 | Sh Ajay Kumar Gupta | Assistant Section Officer |
| 26 | Ms Kiran Nagar | Assistant Section Officer |
| 27 | Sh Ankush Saxena | Assistant Section Officer |
| 28 | Sh Bishurath Singh | Personal Assistant |

Table 3: List of officials from Urban Transport Division- registration completed on the iGOT Platform

| Sl. No | Officers Name | Designation |
|--------|------------------------|---------------------------|
| 1 | Sh Jaideep | OSD |
| 2 | Sh Yogesh Antil | Deputy Secretary (MRTS-I) |
| 3 | Sh D k Ujjainia | SE |
| 4 | Sh Ravi Prakash | Director (UT) |
| 5 | Sh Sunil Kumar | Deputy Secretary |
| 6 | Ms Rakhi Biswas | Under Secretary |
| 7 | Ms Rachna Kumar | Under Secretary |
| 8 | Sh J Sankar | Under Secretary |
| 9 | Sh G Vijay Kumar | Under Secretary |
| 10 | Sh Upendra Nath Pandey | Under Secretary |
| 11 | Sh Lalit Kumar | Under Secretary |
| 12 | Sh P C Purkait | Under Secretary |
| 13 | Sh Jasbir Singh | Under Secretary |
| 14 | Sh Vikash Kumar | Under Secretary |
| 15 | Ms Abbirami G. | Section Officer |
| 16 | Sh Ravi Kumar | Section Officer |
| 17 | Sh Gaurav Anand | Section Officer |
| 18 | Sh Chandan Singh | Assistant Section Officer |
| 19 | Sh Sudhu Singh | Assistant Section Officer |
| 20 | Sh Aakash | Assistant Section Officer |
| 21 | Sh Vivek Khanduri | Assistant Section Officer |

| | | |
|----|----------------------|---------------------------|
| 22 | Sh Vijay Kumar | Assistant Section Officer |
| 23 | Ms Pushpa | Assistant Section Officer |
| 24 | Sh Vinay Panchal | Assistant Section Officer |
| 25 | Sh Sunil Kumar Gupta | Assistant Section Officer |
| 26 | Sh Abhinav Gupta | Assistant Section Officer |
| 27 | Sh Naveen Kumar | Assistant Section Officer |
| 28 | Sh Gaurav Kumar | Assistant Section Officer |

Table 4: List of officials from Budget Division- registration completed on the iGOT Platform

| Sl. No | Officers Name | Designation |
|--------|---------------------|---------------------------|
| 1 | Sh Rajesh Kumar | Deputy Secretary |
| 2 | Sh Ravi Choudhary | Under Secretary |
| 3 | Sh Rana Styam | Section Officer |
| 4 | Ms Shipra Shukla | Assistant Section Officer |
| 5 | Sh Purnendu Chauhan | Assistant Section Officer |
| 6 | Sh Gaurav | Accountant |
| 7 | Sh Khwahish Verma | Accountant |

Table 5: List of officials from Integrated Finance Division - registration completed on the iGOT Platform

| Sl. No | Officers Name | Designation |
|--------|-------------------|---------------------------|
| 1 | Sh S C Jana | Director |
| 2 | Sh Ram Sinah | Deputy Secretary |
| 3 | Ms Amita Gupta | Under Secretary |
| 4 | Sh Deepak Kochhar | Under Secretary |
| 5 | Sh S Vathchaca | Under Secretary |
| 6 | Sh Rajesh Kumar | Section Officer |
| 7 | Sh Balaji Mishra | Assistant Section Officer |

2.2.1. Interpersonal meetings and Discussions held with Officials

- a. A meeting was held with Shri Jaideep, OSD, Urban Transport, in his chamber 307-C to request a date to conduct the Focused Group Discussion for officials from Urban Transport about the iGOT Platform, Onboarding MDO and User Registration. Thereafter a Focused Group Discussion was scheduled for 16th November 2022.
- b. An interpersonal discussion with Shri Rajesh Kumar, Deputy Secretary, Budget Division, was held in his chamber 306-B to request a date to conduct the Focused Group Discussion for officials from the Budget Division Officials about the iGOT Platform, Onboarding MDO and User Registration. Thereafter a Focused Group Discussion was scheduled for 22nd November 2022.
- c. Interpersonal discussion with Shri S C Jana, Director, IFD (Integrated Finance Division), was held in his chamber 307-C to brief about the Mission Karmayogi and to request a date to conduct the Focused Group Discussion for officials from IFD on the iGOT Platform, Onboarding MDO and User Registration. Thereafter a Focused Group Discussion was scheduled for 23rd November 2022.

- d. A meeting was held with Ms. Geetha Menon and Mr. Mohit heads Admin-I, to request access data from the Assistant Section Officer (ASO) to Multitask Staff (MTS) level and access data from Additional Secretary (AS) to Section Officer (SO), respectively. Subsequently, as requested by Ms. Menon, the information required for Mission Karmayogi and list of officials has been shared over an email with Ms. Menon and Mr. Tapas (IT person from NIC) to share the requested details of the officials.
- e. A meeting was held with Mr. G.S Dhillon, Director, AMRUT, in his chamber 210 C to discuss the FRACing exercise for all the officials of the AMRUT.
- f. A meeting was held with Shri. Ravi Kumar Arora, Joint Secretary, Directorate of Estate, in his chamber 439 C to discuss the Karmayogi mission and request scheduling the Focused Group Discussion for the Officials. Further, a concept note on the Mission Karmayogi has also been shared them.

2.3. Meetings with Capacity Building Commission (CBC):

The initial meeting with CBC was held under the chairmanship of Sh. Sanjay Kumar on 13th October 2022 at 3:00 PM in Room No. 120-A. The visiting team described Mission Karmayogi focusing on the 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 e-HRMS- 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 the training needs of the MDO's is under preparation. For describing the format, meetings with Mission Heads along with the team were requested.

In this connection, individual meetings had conducted in October with AMRUT, HFA, SBM, Budget and Urban Transport to discuss the TNA (Training Need Analysis) for Annual Capacity Building Plan, in which DoPT and Capacity Building Commission teams were also present. However, the meeting with SCM (Smart City Mission) was conducted on 4th November 2022 for the same.

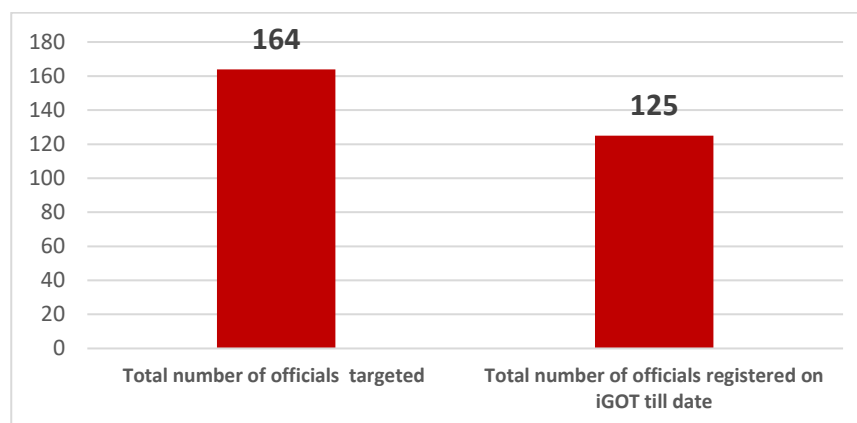
2.4. Summary of work done in November:

Table 6: Summary of work done in November.

| Sl. No | Type of work | Name of the Mission/ Division | Status | Remark |
|--------|--|---|------------|---|
| 1 | Preparation of a draft questionnaire for the creation of dictionaries for all the Officials. | For all the Missions and Divisions of MoHUA. | Completed | The questionnaire will be used for the FRAC exercise. |
| 2 | Focused Group Discussion with the Mission officers on the iGOT Platform, Onboarding MDO and User Registration. | PMAY/HFA, Budget, Urban Transport and IFD. | Completed | Proceedings of the FDGs may be referred from ANNEXURE-A, B, C and D |
| 3 | Registration of remaining officials on the iGOT Platform. | SCM, SBM, AMRUT, NULM, PMAY/HFA, Budget, Urban Transport and IFD. | In-process | Registration of 125 out of 164 officials has been completed |

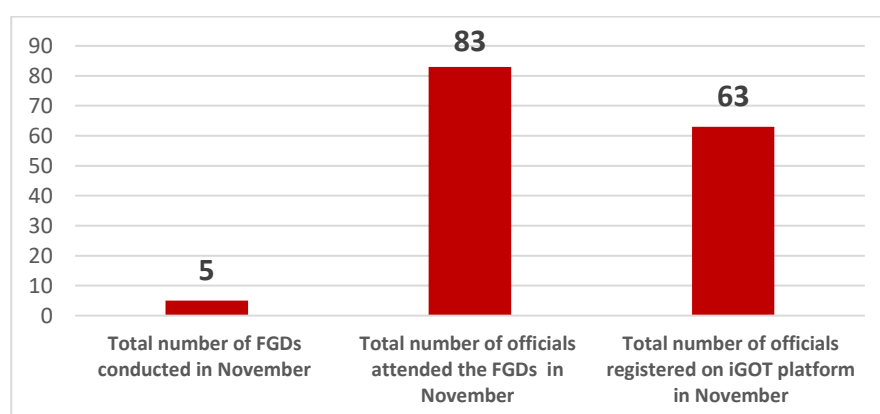
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|---|---|--------------------|------------|-------------------------------|
| 4 | Focused Group Discussion with Missions and Division of MoHUA for discussing the FRAC exercise | Smart City Mission | Completed | 4 th November 2022 |
| 5 | In-person meetings with officers of MoHUA to discuss TNA | AMRUT, SBM, SCM | In-process | |

Graph 1: MoHUA Official's registration details on iGOT platform



Note: Officials from- HFA, Urban Transport Division, Budget Division, AMRUT, SBM, SCM, NULM and IFD Division.

Graph 2: Details about Focused Group Discussions (FDGs) held in November



Note: FDGs held with- HFA, Urban Transport Division, Budget Division and IFD Division.

2.5. Way Forward for December 2022

Initially, a draft format for capturing the work profile of the officials was developed by the Internal FRACing Unit. IFU team has started the task with the officials of Mission. The draft format will be refined and updated from the feedback received through interpersonal meetings and focussed group discussions. After the detailed discussion, Competency Dictionaries will be derived.

The action plan for the December 2022 is as follows:

- In-person meetings with Mission officials for FRACing exercise to develop the dictionaries and directory.
- Focused Group Discussion with the mission officers as a part of the FRACing exercise.
- Registration of remaining officials of MoHUA on the iGOT Platform.
- Introductory workshops for each Mission on "Content development and uploading it on the iGOT Platform". A Workshop has been scheduled on 02.12.22 at 12:00 P.M.

3. Work Completed during the months of December 2022

Mission Karmayogi - PMC's work during the month of December at MoHUA progressed with the nomination of officials for the Capacity Building Unit (CBU) of the Ministry/Division and aligning the content available with Missions with iGOT Karmayogi platform's requirements. Along with this, the registration on the iGOT Karmayogi platform was carried out for the remaining officials. The following sections detail the exercises attempted and completed in the Ministry during December 2022.

3.1. Interpersonal Meetings conducted during December 2022

A series of interpersonal meetings with officials of five Missions of MoHUA were conducted to assist in supporting and filling up the FRACing self-assessment template by the officials and continuous follow-up of the progress. The organizational chart received from respective Missions, and Divisions is being updated monthly, and the same has been attached as an Annexure-E

3.1.1. Interpersonal meeting with NULM Officials

An introductory meeting with Dr Madhu Rani Teotia, Director-NULM, was held wherein the Director was apprised about the Mission Karmayogi and FRACing exercise. The updated FRACing template was shared anew with the NULM team to receive the assessment from officials.

Table 7: List of interpersonal meetings held with Mission officials.

| Sl. No. | Officer Name | Designation | Purpose |
|---------|-----------------------------|------------------|---|
| 1 | Ms. Madhu Rani Teotia (IAS) | Director | To understand the activities related to the Mission for the FRACing exercise. |
| 2 | Ms. C.V. Sarda | Deputy Secretary | To discuss the FRACing exercise and fill up the template. |
| 3 | Sh. Madhukar Pandey | Under Secretary | To discuss the FRACing exercise and fill up the template. |
| 4 | Sh. Yogesh Kumar | Under Secretary | To discuss the FRACing exercise and fill up the template. |
| 5 | Sh. Binay Kumar Malangia | Under Secretary | To discuss the FRACing exercise and fill up the template. |
| 6 | Sh. Abhay Kumar | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 7 | Sh. Suchit Goyal | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 8 | Sh. Amit Sharma | Section Officer | To discuss the FRACing exercise and fill up the template. |

| | | | |
|----|----------------------|---------------------------|---|
| 9 | Sh. Kiran K. Sharma | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 10 | Sh. Jaspreet Malhaan | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 11 | Sh. Sarvesh Kumar | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 12 | Sh. Ajay Kumar | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |

3.1.2. Interpersonal meeting with SBM Officials

A series of interpersonal meetings with officials of SBM were carried out. Further, discussions were also conducted with the officials and PMU of SBM to get information about the knowledge material developed under the Mission. The requirements to be fulfilled for the onboarding of content on the iGOT Platform were comprehended by the DoPT team. The following points were discussed with the PMC:

- Creation of generic id at (@karmayogi.in).
- A few courses have been identified by SBM to be uploaded on the iGOT Platform, from which three courses have been finalized and shared with DoPT to check their course outline against the iGOT platform course structure.
- SBM is also planning to upload a course about Swachh Survekshan on the iGOT Platform.
- PMC has also shown interest in receiving a few general courses on the iGOT Platform for contractual officers, like MS word, drafting and project management and requested the IFU team to share the list of general courses with the Director SBM.

Table 8: List of interpersonal meetings held with SBM officials

| Sl. No. | Officer Name | Designation | Purpose |
|---------|------------------------|-------------------------|--|
| 1 | Sh. R.S. Jayal | Director | To discuss the FRACing exercise and fill up the template. |
| 2 | Sh. Binay Kumar Jha | Director | To understand the activities related to the Mission for the FRACing exercise, nomination of officers for CBU roles, and finalization of content to be uploaded on the iGOT Platform. |
| 3 | Sh. Shakti Shamsher | Deputy Secretary | To understand the activities related to Mission for the FRACing exercise. |
| 4 | Sh. Vimal Kumar Khetan | Superintendent Engineer | To understand the activities related to Mission for the FRACing exercise. |

| | | | |
|----|---------------------------|---------------------------|---|
| 5 | Sh. Binod K Yadav | Under Secretary | To understand the activities related to Mission for the FRACing exercise. |
| 6 | Sh. H.C. Patnaik | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 7 | Sh. S K Sharma | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 8 | Sh. K. Srinivas | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 9 | Sh. Jitendra Prasad Singh | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 10 | Sh. Gaurav Bora | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 11 | Sh. Asha Wahane | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 12 | Sh. Gobind | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |

3.1.3. Interpersonal meeting with SCM Officials

Similarly, a series of interpersonal meetings with officials of SCM were also carried out to explain the FRACing and TNA template. Furthermore, as sought by DoPT and IFU team, discussed with Sh. Rahul Kapoor, Director SCM, regarding the nomination of SCM officials for the role of the content creator, content reviewer and content publisher. The matter is pending the final approval of the competent authorities.

Table 9: List of interpersonal meetings held with SCM officials.

| Sl. No. | Officer Name | Designation | Purpose |
|---------|--------------------------|-------------|--|
| 1 | Sh. Rahul Kapoor | Director | To understand the activities related to the Mission for the FRACing exercise and nomination of officers for CBU roles and finalization of content to be uploaded on the iGOT Platform. |
| 2 | Sh. Lal Chandama | Director | To understand the activities related to Mission for the FRACing exercise. |
| 3 | Sh. Jitendar Kumar Mehan | Director | To understand the activities related to Mission for the FRACing exercise. |

| | | | |
|----|----------------------------|---------------------------|---|
| 4 | Sh. Jagdish Chandra Upreti | Under Secretary | To understand the activities related to Mission for the FRACing exercise. |
| 5 | Sh. Sabak Lal Prasad | Under Secretary | To understand the activities related to Mission for the FRACing exercise. |
| 6 | Ms. Parveen Kumari | Under Secretary | To discuss the FRACing exercise and fill up the template. |
| 7 | Sh. Mahesh Lal | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 8 | Sh. Bishan Das | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 9 | Sh. Pradeep Kumar Pradhan | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 10 | Sh. B. L. Khora | Section Officer | To discuss the FRACing exercise and fill up the template. |
| 11 | Sh. N. Patrick Ekka | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |
| 12 | Sh. Lalit Sharma | Assistant Section Officer | To discuss the FRACing exercise and fill up the template. |

3.1.4. Interpersonal meeting with AMRUT Officials

Interpersonal meetings with AMRUT officials were also carried out with officials to share the FRACing and TNA template with the IFU-PMC team.

Table 70: List of interpersonal meetings held with AMRUT officials.

| Sl. No. | Officer Name | Designation | Purpose |
|---------|---------------------------|-----------------|--|
| 1 | Sh. Vinay Pratap Singh | Director | For filling up the FRACing template |
| 2 | Sh. Gurjeet Singh Dhillon | Director | For filling up the FRACing template and getting the FGD date |
| 3 | Sh. Lavanya Kumar | Director | For filling up the FRACing template |
| 4 | Sh. Anup Barman | Under Secretary | To understand the activities related to Mission. |
| 5 | Ms. P A Lathika | Under Secretary | To understand the activities related to Mission. |
| 6 | Sh. Harish Chandra Prasad | Under Secretary | To understand the activities related to Mission. |

| | | | |
|---|---------------------|-----------------|--|
| 7 | Sh. Joydeep Sarakar | Section Officer | To understand the activities related to Mission. |
| 8 | Sh. Birju Kumar | Section Officer | For filling up the FRACing template |

3.1.5. Interpersonal meeting with HFA Officials

Similarly, a series of interpersonal meetings with officials of HFA were also carried out to explain the FRACing and TNA template and share it with the IFU-PMC team.

Table 11: List of interpersonal meetings held with HFA officials.

| Sl. No | Officer Name | Designation | Purpose |
|--------|--------------------------|------------------|---|
| 1 | Sh. Bindu Shreedathan | DDG | To understand the activities related to Mission for the FRACing exercise. |
| 2 | Sh. R.K. Gautam | Director | For filling up the FRACing template and getting the FGD date |
| 3 | Sh. Sanjeev Kumar Babbar | Deputy Secretary | To understand the activities related to Mission for the FRACing exercise. |

3.2. Focused Group Discussions (FGDs) held during the month of December 2022

The following sections detail the FGDs:

3.2.1. FGD with DoPT team on 2nd of December 2022

PMC of Mission Karmayogi at MoHUA commenced identifying the information available with the Missions that can be uploaded on the iGOT Platform. Initially, to understand the requirements of the iGOT Platform for uploading content, a focused group discussion with the DoPT team was arranged. The FGD was held on 02.12.2022 with the following agenda. The proceeding⁵ of the meeting is available at Annexure-F

- Understanding the process of uploading the content on the iGOT Platform.
- Comprehending the requirements for the creation of learning material for the iGOT Platform.

3.2.2. FGD held along with CBC during the month of December 2022

In continuation to the series of meetings initiated along with CBC in the month of October 2022 for preparing the ACBP (Annual Capacity Building Plan) of the Ministry, the following consultations were conducted in MoHUA in December:

- **Integrated Finance Division (IFD)**- on 22nd of December at the chambers of Sh. THE MEETING WAS CONDUCTED BY S. C. Jana (Director-IFD) to introduce the IFD officials to the template. The template will assist in formulating ABCP for Ministry.

⁵ Annexure-F

- **Urban Development (UD) & Local Self Government (LSG)**- on 23rd of December meeting was conducted to introduce the UD and LSG officials to the template. The template will assist in formulating ABCP for Ministry.

3.3. Data Collection from the Administration Division of MoHUA

Information, like education, previous postings, and training etc., of officers/officials of MoHUA, was assembled from the Administration Division. After post series of interpersonal meetings and approvals from competent authorities, sought information was received. Thereafter the data collected through filling FRACing templates and information from administration is currently being streamlined into a singular FRACing template. In subsequent months more interpersonal meetings and FDGs will be conducted with the targeted group for the first year of Mission Karmayogi in MoHUA.

3.4. Meeting with the National Urban Learning Platform's (NULP) Team

A meeting was held on 28th December with the NULP team at NIUA⁶. NULP is a peer-to-peer learning platform, for urban administrators, practitioners, and stakeholders, to share experiences on current and emerging urban requirements promoting a sustainable culture of collaborative learning.

PMC-IFU team got a better understanding of the NULP and associated stakeholders, including knowledge providers of urban sector. The team understood the concerns related to Sunbird technologies and requirements of NULP.

3.5. Workshop conducted by CBC on 1st December 2022

A workshop was conducted by CBC on 1st of December 2022, to discuss the Annual Capacity Building Plans (ABCP) with Central Ministries to streamline the task of the Training Need Assessment Exercise being carried out by the CBC through DoPT. The team members of the PMC-IFU of MoHUA attended the workshop⁷.

3.6. Summary of work done in December

Table 82: Summary of work done in December.

| Sl. No | Type of work | Name of the Mission/ Division | Status | Remark |
|--------|---|--|-----------|--|
| 1. | Preparation & finalization of a draft questionnaire for the creation of dictionaries for all the Officials. | For all the Missions and Divisions of MoHUA. | Completed | The questionnaire will be used for the FRAC exercise. |
| 2. | Interpersonal meetings with the Mission officers on the filling and submission of the FRACing template. | All five missions and Budget. | On-going | Self-assessment of competencies or skills |
| 3. | FGDs, along with teams of DoPT | NULM, IFD, UD & LSG | On-going | Meetings were conducted for onboarding of content on iGOT Platform and |

⁶ Annexure-G

⁷ Annexure-H

| | | | | |
|----|---|-------------------|-----------|---|
| | | | | self-assessment of the officials. |
| 4. | Meeting with the NULP team. | NULP and IFU-PMC | Completed | A meeting was conducted to understand the NULP and its system requirements to provide seamless services to its consumers. |
| 5. | Data collection from Administration Division | All five missions | Completed | Data related to education, previous postings, training etc. were assembled. |
| 6. | Creation of generic email IDs for the role of Content creator, reviewer, and Publisher for SBM. | SBM | On-going | Generic IDs for the role of Content Creator and reviewer is done. However, due to technical error creation of generic ID for the role of content publisher is yet to be finished. |

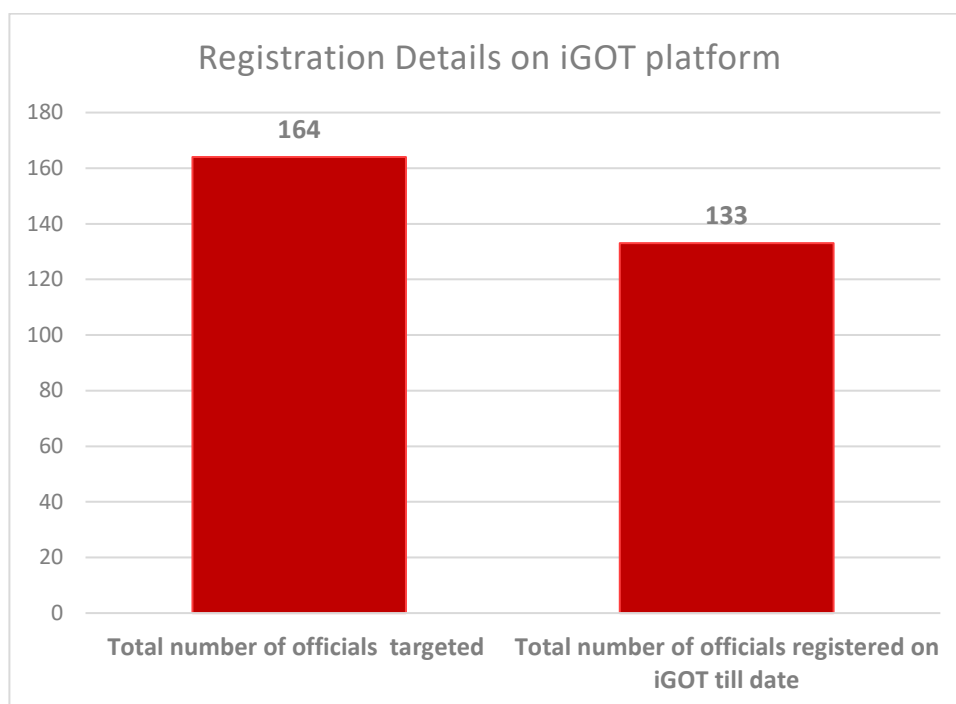
3.7. Way Forward for January 2023

Initially, a draft format for capturing the work profile of the officials was developed by the Internal FRACing Unit. The task of collection of self-assessment information by the IFU team has begun and is now concluded for the officials of AMRUT. The draft format will be refined and updated from the feedback received through interpersonal meetings and focused group discussions. After the detailed discussion, draft Competency Dictionaries will be drawn.

The action plan for January 2023 is as follows:

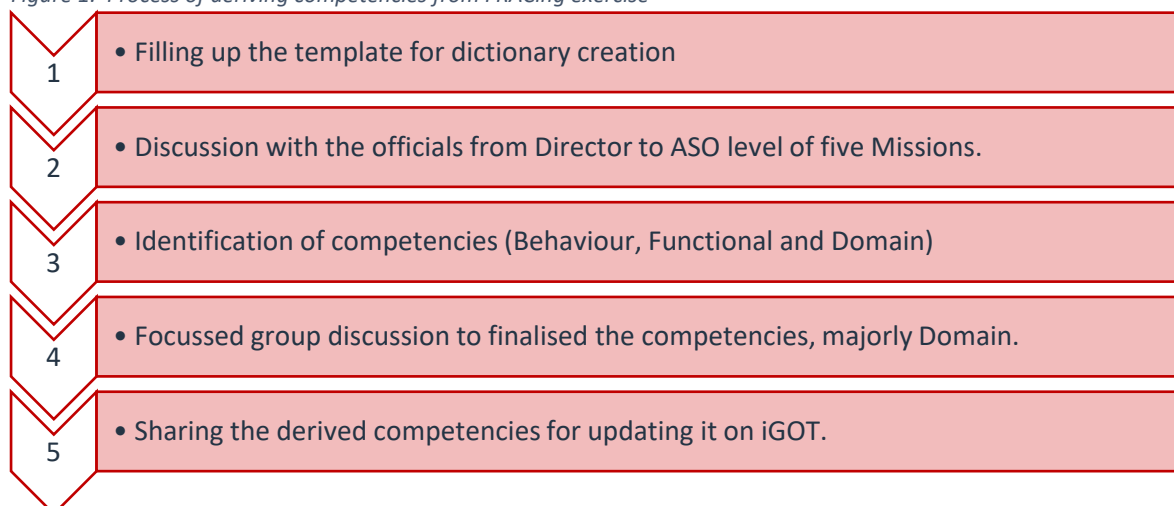
- Interpersonal meetings with officers/officials of each Mission for compiling FRACing template.
- Introductory FDGs for each targeted Mission and division on “Content development and uploading it on the iGOT Karmayogi Bharat Platform”.
- FDGs for identifying course requirements with each targeted Mission and division.
- Benchmarking of Competencies.
- Registration of remaining officials of targeted Missions & divisions of MoHUA on the iGOT Platform.

Graph 3: MoHUA official's registration details on the iGOT platform



Note: Officials from- HFA, Urban Transport Division, Budget Division, AMRUT, SBM, SCM, NULM and IFD Division.

Figure 1: Process of deriving competencies from FRACing exercise



Annexure – A: Proceeding of the Focused Group Discussion for Housing for All (HFA) Mission on 1st November 2022

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

Date: 1st November 2022

Time: 11:00 AM onwards

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

To enhance the capacity of the civil services, the 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 harmoniously 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 Housing for All Mission Team.

AIM of the focused group discussions:

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

Proceeding:

- i. The FDG was held under the chairmanship of Shri Kuldeep Narayan, Director, of Housing for All Mission.
- ii. The FDG started with a welcome note by Ms. Charu Upadhyay, Team Lead, IFU-PMC team, Mission Karmayogi. She briefed the team and set the agenda for the focused group discussion.
- iii. Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained the Missions and their various components. She gave an insight into the institutional structure of the Mission, the role of IFU-PMC and the 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 civil service employees.
- iv. Ms. Vandana Thakur, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained the registration process on the 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 the basic information that needs to be filled in 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 the 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 HFA 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 Housing for All Officials

| Time | Topics | Speaker |
|---------------------|--|---|
| 11:00 – 11:05 AM | Welcome Session | Charu Upadhyay, Team Leader, IFU |
| 11:05 – 11:25 AM | Introduction: Mission Karmayogi | Jaya Srivastava, Subject Matter Expert, IFU |
| 11:25-11: 50 AM | iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms | Vandana Thakur, Subject Matter Expert, IFU |
| 11:50 AM – 12:00 PM | Question-Answer Session | IFU-PMC team |
| 12:00 – 12:05 PM | Closing Remarks / Way Forward | Charu Upadhyay, Team Leader, IFU |

Picture 1: Attendance Sheet for Housing for All Mission for Focused Group Discussion

| Attendance Sheet for Workshop on "Integrated Government Online Training(iGOT) Platform-Onboarding MDO and User Registration" for PMAY/HFA Scheduled on 11-11-2022, at 11:00 AM . https://igotkarmayogi.gov.in/public/home 01-11-2022, 11:00 AM | | | | | | | | |
|--|--|---------------------------|----------|--|------------|-----------------|-------------|-----------|
| S.No. | Employee Name (Sh/Smt/Ms) | Designation | Mission | E-Mail ID | Mobile | Contact No | Room No | Signature |
| 1 | Sh Kuldeep Narayan | Joint Secretary | PMAY/HFA | jshfa-mhupa@gov.in | | +91 11 23061419 | | |
| 3 | Sh Bindu Shreedathan | DDG | PMAY/HFA | bindusree.edu@nic.in | | 011-23061060 | | |
| 4 | Sh Suvasish Das | Director | PMAY/HFA | dirhfal-mhupa@gov.in | | 011-23062279 | | |
| 5 | Sh R.K. Gautam | Director | PMAY/HFA | dirhfal5-mhupa@gov.in, ghte-mhua@gov.in | 9868952637 | 011 - 23063266 | 118-G | |
| 6 | Sudhir Chandra Jana | Director | PMAY/HFA | | | | | |
| 7 | Sh Sanjeev Kumar Babbar | Deputy Secretary | PMAY/HFA | sk.babbar@nic.in | | 011 - 23061296 | 222-G | |
| 8 | Ms Anita Sirohi | Deputy Secretary | PMAY/HFA | | | | | |
| 9 | Sh Mohd Ayub | Under Secretary | PMAY/HFA | md.ayub@gov.in | | 23062859 | 101-G | |
| 10 | Sh B.K. Mandal | Under Secretary | PMAY/HFA | bk.mandal31@gov.in | 9650723493 | 23063285 | Tech Cell | |
| 11 | Sh Sujit Kumar | Under Secretary | PMAY/HFA | sujeet@ndma.gov.in | | 23063029 | 204-G | |
| 12 | Sh S K Sanjeev Kumar | Under Secretary | PMAY/HFA | sk.sanjeev@nic.in | | 23061285 | | |
| 13 | Sh Sanjeet Kumar | Under Secretary | PMAY/HFA | sanjeet@ndma.gov.in | | 23063029 | 220-G | |
| 14 | Sh Vinod Gupta | Under Secretary | PMAY/HFA | v.gupta@nic.in | | 23062859 | 204-G | |
| 15 | Sh Jagdish Prasad | Under Secretary | PMAY/HFA | | | | | |
| 16 | Sh Arun Kumar Kushwaha | Section Officer | PMAY/HFA | ak.kushwaha@nic.in | 8468972571 | 23061827 | Tech Cell | |
| 17 | Sh Pinkesh Jain | Section Officer | PMAY/HFA | pinkesh.j@nic.in | | 23061518 | 226-G | |
| 18 | Sh Uday Shankar Mehta | Section Officer | PMAY/HFA | udayshankar.mehta@nic.in | 9650403949 | | 119-G | |
| 19 | Sh Mukesh Kumar | Section Officer | PMAY/HFA | | | | | |
| 20 | Sh Shiv Kumar | Section Officer | PMAY/HFA | | | | | |
| 21 | Sh Krishan Pal | Section Officer | PMAY/HFA | krishan.p13@nic.in | 8506060168 | | 201-G | |
| 22 | Sh Krishan Jayaswal | Assistant Section Officer | PMAY/HFA | k.jayaswal73@nic.in | 9717872901 | | 201-G | |
| 23 | Sh Anil Kumar Singh | Assistant Section Officer | PMAY/HFA | anilkumar.singh35@gov.in | 9013496623 | | Tech-3 Cell | |
| 23 | Sh Bharat Bhushan Sutar | Assistant Section Officer | PMAY/HFA | bharat.sutar@gov.in | 9018641354 | | -do- | |
| 24 | Sh. Biswanath Singh | ASO | HFA | biswanath.s@nic.in | 9099165170 | | 119-G | |
| 25 | Sh. Laman | ASO | HFA | laman@nic.in | 90533481 | | 119-G | |
| 26 | Sh. Dinesh Kumar | ASO | HFA | dinesh.kr90@gov.in | 9462712008 | | 119-G | |
| 27 | Sh. Ajay K. Gupta | ASO | HFA-IV | ajay.hfa4@gmail.com | | | 119-G | |
| 28 | Sh. Mukesh Kumar | Section Officer | HFA-IV | mukesh.km22@gov.in | | 23063468 | 226-G | |
| 29 | Mr. Kiran Nagar, Asst. Section Officer | HFA-III | | knagar@gov.in | | | 119-G | |
| 30 | Ankush Saxena, Asst. Section Officer | HFA-I | | a.saxena89@gov.in | | 23061518 | 226-G | |

Table 14: IFU-PMC Team present During Mission Karmayogi Focused Group Discussion with Housing for All

| 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 | Mr. Dhananjay Kumar | Tech Analyst |

Outcome:

Out of 28 officials, 18 officials have attended the Focused Group Discussion from Housing for All. All officials who have attended the workshop registered on iGOT.

Annexure – B: Proceeding of the Focused Group Discussion for Urban Transport Division on 16th November 2022

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

Date: 16th November 2022

Time: 4:00 PM onwards

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

To enhance the capacity of the civil services, the 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 harmoniously 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 a Focused Group Discussion on Mission Karmayogi for the officials from Urban Transport Division.

Aim of the Focused Group Discussion:

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

Proceeding:

- i. The Focused Group Discussion was held under the chairmanship of Shri Jaideep, OSD, Urban Transport.
- ii. The FGD started with a welcome note by Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi. She explained the Missions and their various components. She gave an insight into the institutional structure of the Mission, the role of IFU-PMC and the monitoring framework of the Mission. Under the function 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 will be used to build the capacity of civil service employees.
- iii. Ms. Vandana Thakur, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained the registration process on the 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 the basic information that needs to be filled in 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 the iGOT Platform. She also explained six hubs, Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub, and Event Hub, that users could 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.

- iv. A Q&A session was held where participants from Urban Transport 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, which IFU-PMC team members addressed.

Table 15: Agenda of the Focused Group Discussion for Urban Transport Officials

| Time | Topics | Speaker |
|----------------|--|---|
| 4:00 – 4:05 PM | Welcome Session | Jaya Srivastava, Subject Matter Expert, IFU |
| 4:05 – 4:25 PM | Introduction: Mission Karmayogi | Jaya Srivastava, Subject Matter Expert, IFU |
| 4:25-4:55 PM | iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms | Vandana Thakur, Subject Matter Expert, IFU |
| 4:55 – 5:20 PM | Question-Answer Session | IFU-PMC team |
| 5:20 – 5:30 PM | Closing Remarks / Way Forward | IFU-PMC team |

Picture 2: Attendance Sheet for Urban Transport Officials for the Focused Group Discussion.

| Attendance Sheet for Workshop on "Integrated Government Online Training(iGOT) Karmayogi Platform-Onboarding MDO and User Registration for Urban Transport Scheduled on 16-11-2022, at 04:00 PM | | | | | | | | |
|---|------------------------------|---------------------------|-----------------|-------------------------|------------|---------------|-------------|-----------|
| https://igotkarmayogi.gov.in/public/home | | | | | | | | |
| S.No. | Officers Name (Sh/Smt/Ms) | Designation | Mission | E-Mail ID | Mobile | Telephone | Room No | Signature |
| 1 | Sh Jaideep | OSD | Urban Transport | | | | | |
| 2 | Sh Yogesh Antil | Deputy Secretary (MRTS-I) | Urban Transport | | | | | |
| 3 | Sh D k Ujjainia | SE | Urban Transport | dinesh.ujjainia@gov.in | 9836191117 | 23061081/2169 | | |
| 4 | Sh Ravi Prakash | Director | Urban Transport | ravi.prakash@gov.in | | | | |
| 5 | Sh Sunil Kumar | Under Secretary | Urban Transport | SunilKumar.192@gov.in | 9810440692 | 23062594 | 218-C | |
| 6 | Ms Rakhi Bishwas | Under Secretary | Urban Transport | Rakhi.Bishwas@gov.in | | | 23062594 | 322-Camp |
| 7 | Ms Rachna Kumar | Under Secretary | Urban Transport | | | | | |
| 8 | Sh J Sankar | Under Secretary | Urban Transport | | | | | |
| 9 | Sh Vijay Kumar | Under Secretary | Urban Transport | vijaykumar@nic.in | 958257675 | | 318C | |
| 10 | Sh U N Pandey | Under Secretary | Urban Transport | upandey@nic.in | 981188581 | 23062479 | 302B | |
| 11 | Sh Lalit Kumar | Under Secretary | Urban Transport | kumar.lalit@nic.in | 9871094189 | | 407-C | |
| 12 | Sh P C Purkait | Under Secretary | Urban Transport | p.purkait@nic.in | 767819883 | 23062164 | 301(B),N.B. | |
| 13 | Sh Jasbir Singh | Under Secretary | Urban Transport | | | | | |
| 14 | Sh Vikash Kumar | Under Secretary | Urban Transport | Vikash.Kumar@gov.in | 9540219 | 23061294 | 322C, NS | |
| 15 | Ms Abhirami G. | Section Officer | Urban Transport | abhirami.g@gov.in | 96770114 | | 322 C | |
| 16 | Sh Ravi Kumar | Section Officer | Urban Transport | Ravi.Kumar.806@gov.in | 901392164 | 23063243 | 313 B | |
| 17 | Sh Chandran Singh | Section Officer | Urban Transport | chandran.singh@gov.in | 981800463 | 23062459 | 322C | |
| 18 | Sh Gaurav Anand | Section Officer | Urban Transport | Gaurav.Anand@gov.in | 982637723 | | 305-C | |
| 19 | Sh Sudhu Singh | Assistant Section Officer | Urban Transport | | | | | |
| 20 | Sh Aakash | Assistant Section Officer | Urban Transport | | | | | |
| 21 | Sh Vivek Khanduri | Assistant Section Officer | Urban Transport | vivek.khanduri@gov.in | 972234478 | 23062964 | 302-B | |
| 22 | Sh Vijay Kumar | Assistant Section Officer | Urban Transport | Vijay.Kumar@gov.in | 9050050701 | 23062964 | 302-B | |
| 23 | Ms Pushpa | Assistant Section Officer | Urban Transport | | | | | |
| 24 | Sh Vijay Panchal | Assistant Section Officer | Urban Transport | vijay.panchal@gov.in | 9990732144 | 23062285 | 303-B | |
| 25 | Sh Sunil Kumar Gupta | Assistant Section Officer | Urban Transport | SunilKumar.gupta@gov.in | 98309017 | 901362635 | 302-B | |
| 26 | Sh Abhinav Gupta | Assistant Section Officer | Urban Transport | abhinav.gupta@gov.in | 9815310750 | | 322-C | |
| 27 | Sh Naveen Kumar | Assistant Section Officer | Urban Transport | | | | | |
| 28 | Sh. Gaurav Kumar | Assistant Section Officer | U " | Gaurav.pant@nic.in | 9728131832 | | 313-B | |

Table 16: IFU-PMC Team presents Mission Karmayogi Focused Group Discussion for Urban Transport Division.

| Sl. No. | Name | Designation |
|---------|-----------------------|-----------------------|
| 1 | Ms. Jaya Srivastava | Subject Matter Expert |
| 2 | Ms. Vandana Thakur | Subject Matter Expert |
| 3 | Mr. Dhananjay Kumar | Tech Analyst |
| 4 | Ms. Shailshree Tewari | Subject Matter Expert |

Outcome:

Out of 28 officials, 18 officials from Urban Transport attended the Focused Group Discussion. All the officials got registered on the iGOT Platform. Furthermore, the Urban Transport officials suggested that MoHUA (Nodal Admin) may issue a letter for appointing the nodal officer for Mission Karmayogi to streamline and expedite the registration and nomination process.

Annexure – C: Proceeding of the Focused Group Discussion conducted on 22nd November for Budget Division

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

Date: 22nd November 2022

Time: 12:00 PM onwards

Venue: Room no. 306 C, Nirman Bhawan, New Delhi

To enhance the capacity of the civil services, the 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 harmoniously 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 fourth Focussed Group Discussion (FDG) on Mission Karmayogi for Budget Division Team.

AIM of the FDG:

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

Proceeding:

- i. The FDG was held under the chairmanship of Shri Rajesh Kumar, Director, the Budget Division.
- 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 the Missions and their various components. She gave an insight into the institutional structure of the Mission, the role of IFU-PMC and the 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 civil service employees.
- iv. Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained the registration process on the 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 the basic information that needs to be filled in 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 the iGOT Platform. She also explained six hubs like, Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub, and Event Hub, that users could 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 Budget Division 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, which IFU-PMC team members addressed.

Table 17: Agenda of Focused Group Discussion for Budget Division officials

| Time | Topics | Speaker |
|------------------|--|---|
| 12:00 - 12:05 PM | Welcome Session | Charu Upadhyay, Team Lead, IFU |
| 12:05 – 11:25 PM | Introduction: Mission Karmayogi | Jaya Srivastava, Subject Matter Expert, IFU |
| 11:25 – 12:50 PM | iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms | Vandana Thakur, Subject Matter Expert, IFU |
| 12:50 – 1:10 PM | Question-Answer Session | IFU-PMC team |
| 1:10 – 1:15 PM | Closing Remarks / Way Forward | Charu Upadhyay, Team Lead, IFU |

Picture 3: Attendance Sheet of Budget Division officials for Focused Group Discussion

| Attendance Sheet for Workshop on "Integrated Government Online Training(iGOT) Karmayogi Platform-Onboarding MDO and User Registration for Budget Scheduled on 22-11-2022, at 12:00 PM https://igotkarmayogi.gov.in/public/home | | | | | | | | |
|---|---------------------------|-------------|---------|----------------------------|------------|--------------|---------|-----------|
| S.No. | Employee Name (Sh/Smt/Ms) | Designation | Mission | E-Mail ID | Contact No | Phone Number | Room No | Signature |
| 1 | Shipra Shukla | ASO | Budget | shipra.shukla@gov.in | 0862858189 | | 220-C | |
| 2 | Ravi Choudhary | US | Budget | ravi.choudhary@nic.in | 23063302 | | 308-B | |
| 3 | Gaurav | Accountant | Budget | gaurav.kac@gov.in | 9950142066 | | 220-C | |
| 4 | Khoshish Verma | Accountant | Budget | khoshish.verma@gov.in | 7822683100 | | 220-C | |
| 5 | Rana Satyam | SO | Budget | so-b7-mud@nic.in | 9711184474 | | 220-C | |
| 6 | Purnendu Chatur | ASO | Budget | purnendusigh.chatur@gov.in | 9818084600 | | 220C | |
| 7 | Rajesh Kumar | DS | Budget | kumar.r.34@nic.in | 8527548676 | | 316 B | |
| 8 | | | | | | | | |
| 9 | | | | | | | | |
| 10 | | | | | | | | |
| 11 | | | | | | | | |

Table 18: IFU-PMC Team present during Mission Karmayogi Focused Group Discussion with Budget Division

| Sl. No. | Name | Designation |
|---------|-----------------------|-----------------------|
| 1 | Ms. Charu Upadhyay | Team Lead |
| 2 | Ms. Shailshree Tewari | Subject Matter Expert |
| 3 | Ms. Jaya Srivastava | Subject Matter Expert |
| 4 | Ms. Vandana Thakur | Subject Matter Expert |
| 5 | Mr. Dhananjay Kumar | Tech Analyst |

Outcome:

All the officials from Budget Division attended the Focused Group Discussion and all are expected to be registered on the iGOT Platform on or before 05th December 2022.

Annexure – D: Proceeding of the Focused Group Discussion conducted on 23rd November for Integrated Finance Division (IFD)

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

Date: 23rd November 2022

Time: 11:00 AM onwards

Venue: Room no. 307 C, Nirman Bhawan, New Delhi

To enhance the capacity of the civil services, the 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 harmoniously 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 fourth Focussed Group Discussion (FDG) on Mission Karmayogi for Integrated Finance Division (IFD) Team.

AIM of the FDG:

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

Proceeding:

- i. The FDG was held under the chairmanship of Shri S C Jana, Director, Budget Division.
- 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 the Missions and their various components. She gave an insight into the institutional structure of the Mission, the role of IFU-PMC and the 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 civil service employees.
- iv. Ms. Jaya Srivastava, Subject Matter Expert, IFU-PMC team, Mission Karmayogi, explained the registration process on the 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 the basic information that needs to be filled in 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 the iGOT Platform. She also explained six hubs like, Competency Hub, Career Hub, Learning Hub, Networking Hub, Discussion Hub, and Event Hub, that users could 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 Integrated Finance Division (IFD) 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, which IFU-PMC team members addressed.

Table 19: Agenda of Focused Group Discussion for Integrated Finance Division (IFD) officials

| Time | Topics | Speaker |
|---------------------|--|---|
| 11:00 - 11:05 AM | Welcome Session | Charu Upadhyay, Team Lead, IFU |
| 11:05 – 11:25 AM | Introduction: Mission Karmayogi | Jaya Srivastava, Subject Matter Expert, IFU |
| 11:25 – 11:50 AM | iGOT Platform <ul style="list-style-type: none"> • Introduction • User profiles creation process • Components • Key Players • Six Hubs of the platforms | Vandana Thakur, Subject Matter Expert, IFU |
| 11:50 AM – 12:10 PM | Question-Answer Session | IFU-PMC team |
| 12:10 – 12:15 PM | Closing Remarks / Way Forward | Charu Upadhyay, Team, Lead, IFU |

Picture 4: Attendance Sheet of Integrated Finance Division (IFD) officials for Focused Group Discussion

| Attendance Sheet for Workshop on "Integrated Government Online Training(iGOT) Karmayogi Platform-Onboarding MDO and User Registration for IFD Scheduled on 23-11-2022, at 11:00 AM | | | | | | | | |
|---|------------------------------|-----------------|---------|------------------------|------------|--------------|------------------|-----------|
| https://igotkarmayogi.gov.in/public/home | | | | | | | | |
| S.No. | Officers Name (Sh/Smt/Ms) | Designation | Mission | E-Mail ID | Mobile | Telephone | Room No | Signature |
| 1 | Dr. Balaji Mishra | ASO | IFD | balaji.mishra@gov.in | 8800910487 | | 324 'C' | |
| 2 | S. C. Jana | Director | IFD | sc.jana@nic.in | 9868085409 | 011-23062129 | 307 C | |
| 3 | RAM SINHA | Dy. Secretary | IFD | ram.sinha72@nic.in | 9412290057 | 28061358 | 202 B | |
| 4 | S. VATHAKAR | US | IFD | v.swaminathan64@nic.in | 9958096677 | 23061470 | 202 B | |
| 5 | Amita Gupta | Under Secretary | IFD | amita.gupta@nic.in | 9717001330 | 23061470 | 324 'C' | |
| 6 | Deepak Kochhar | US | IFD | deepak.kochhar@nic.in | 9800536860 | 23061406 | 324 'C' | |
| 7 | Rajesh Kumar | SO | IFD | rajesh.kk87@nic.in | 844742726 | 23061406 | 324 'C' | |
| 8 | | | IFD | | | | | |
| 9 | | | IFD | | | | | |
| 10 | | | IFD | | | | | |

Table 20: IFU-PMC Team present during Mission Karmayogi Focused Group Discussion with Integrated Finance Division (IFD)

| Sl. No. | Name | Designation |
|---------|-----------------------|-----------------------|
| 1 | Ms. Charu Upadhyay | Team Lead |
| 2 | Ms. Shailshree Tewari | Subject Matter Expert |
| 3 | Ms. Jaya Srivastava | Subject Matter Expert |
| 4 | Ms. Vandana Thakur | Subject Matter Expert |
| 5 | Mr. Dhananjay Kumar | Tech Analyst |

Outcome:

All the officials from Integrated Finance Division attended the Focused Group Discussion, and all are expected to be registered on the iGOT Platform on or before 05th December 2022.

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

Picture 5: iGOT registration Focused Group Discussion with Housing for All (HFA) Mission.



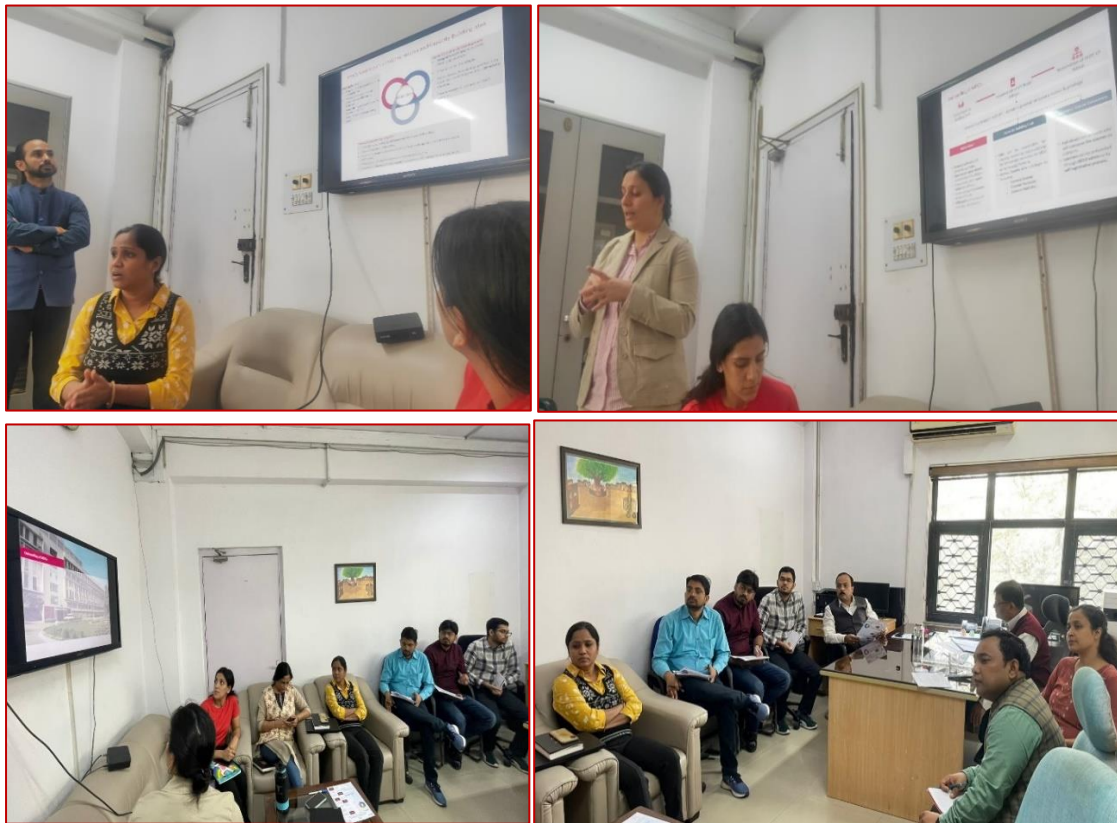
Picture 1: iGOT registration Focused Group Discussion with Urban Transport Division.



Picture 7: Twitter post on iGOT registration Focused Group Discussion with Urban Transport Division



Picture 2: iGOT registration Focused Group Discussion with Budget Division



Picture 9: iGOT registration Focused Group Discussion with Integrated Finance Division



Picture 10: Twitter post on iGOT registration Focused Group Discussion with Budget and IFD



Annexure – E: Updated Organisational Charts of Missions and Divisions

Figure 2: Updated organizational chart of **NULM**

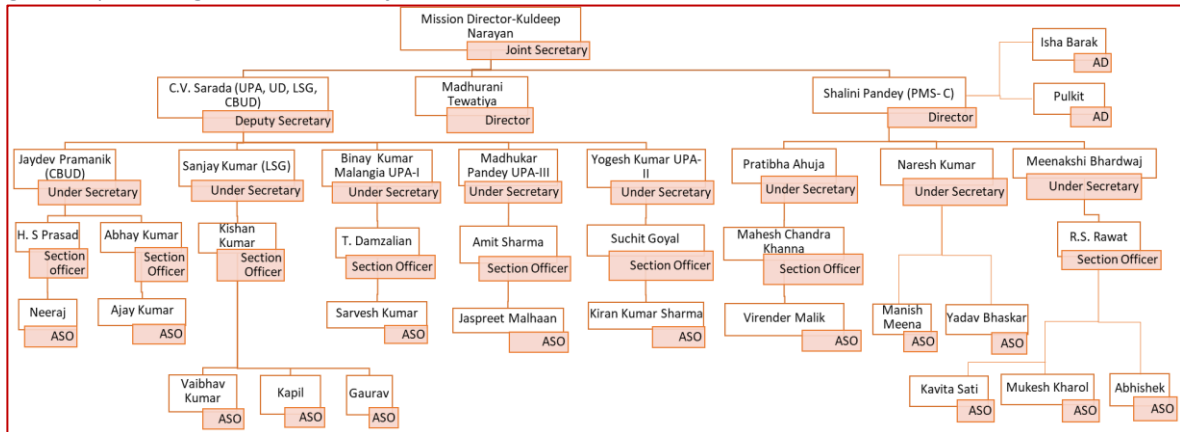


Figure 3: Updated organizational chart of **SBM**

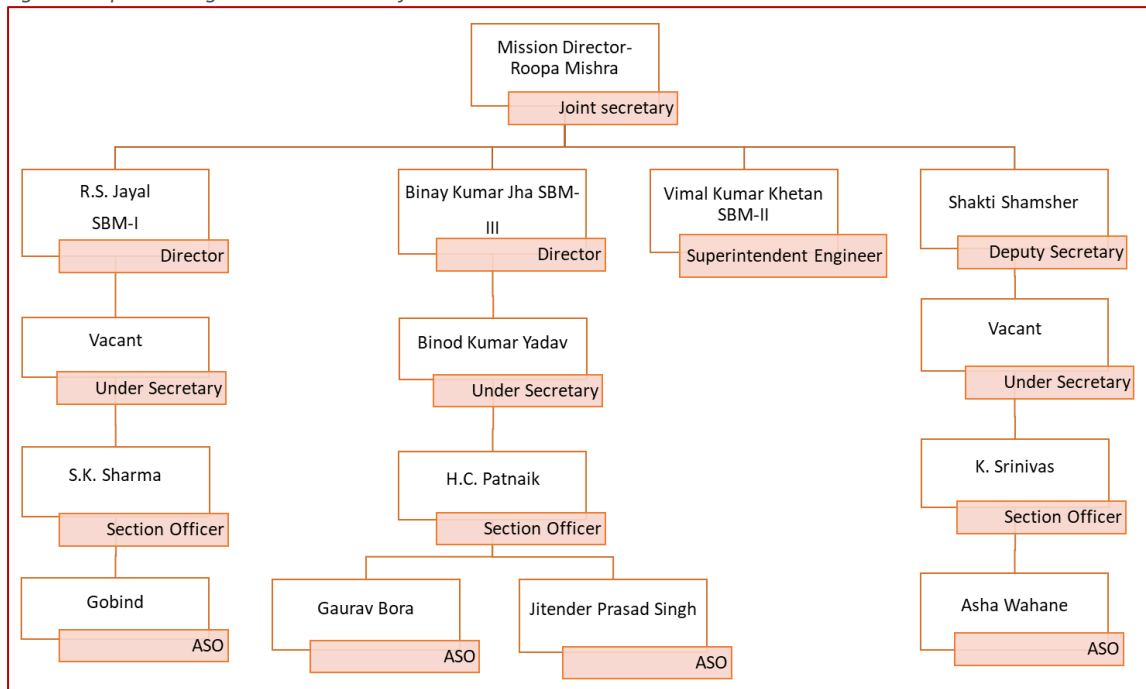


Figure 4: Updated organizational chart of **SCM**

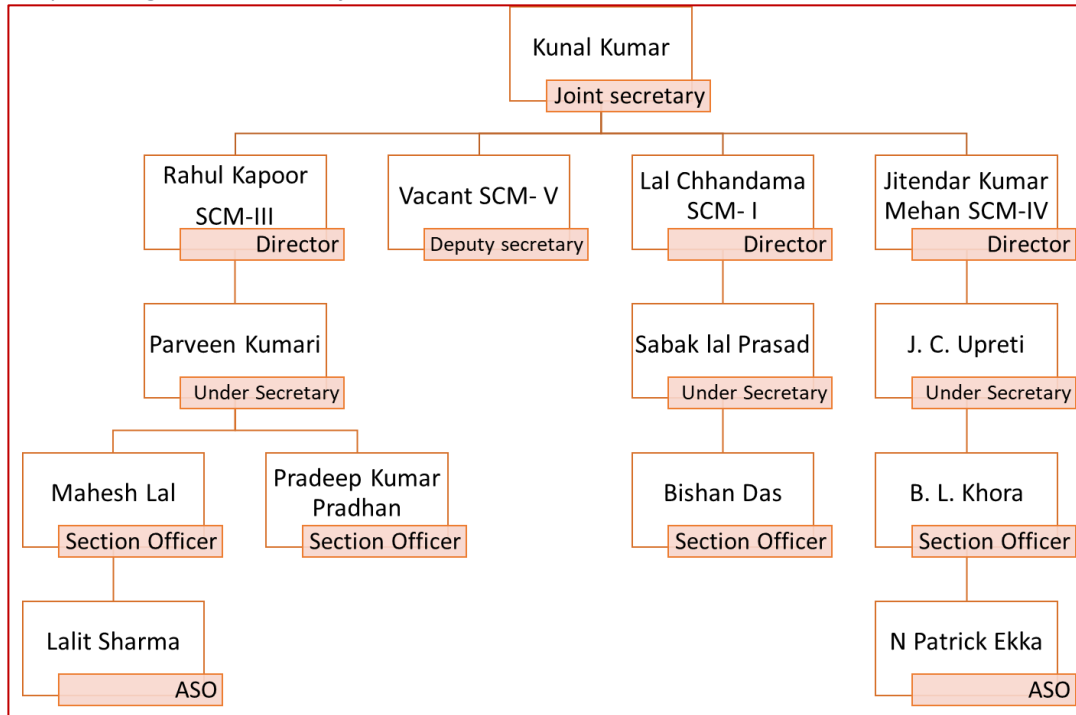


Figure 5: Updated organizational chart of **AMRUT**

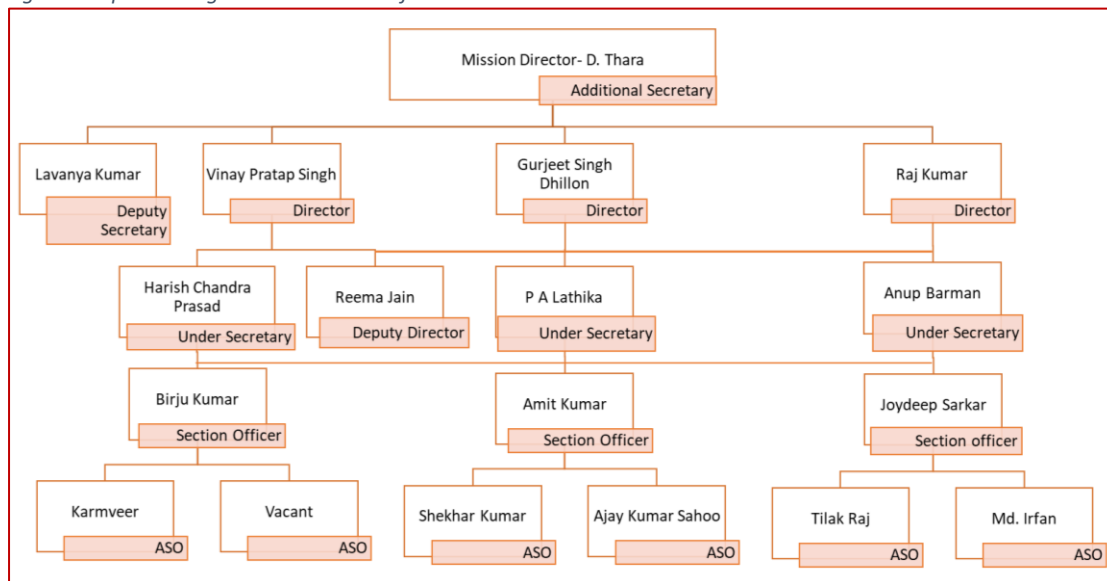


Figure 6: Updated organizational chart of HFA

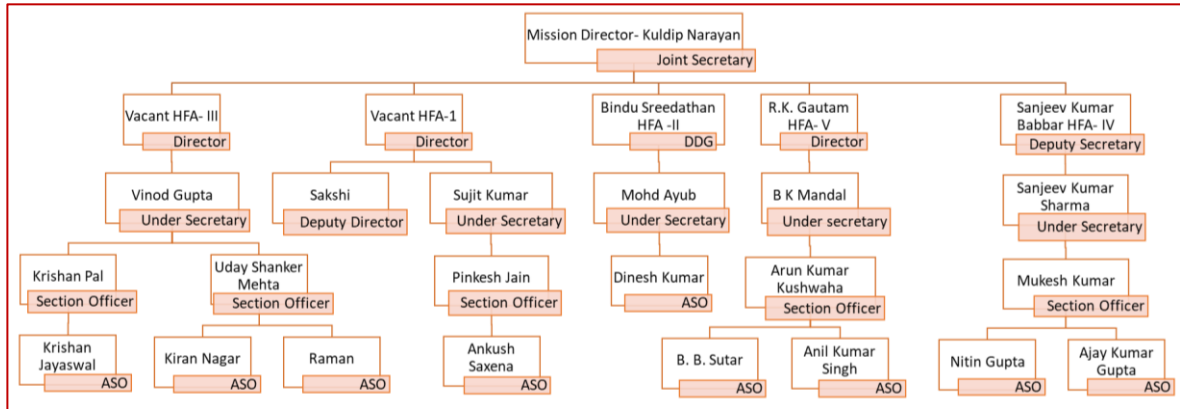


Figure 7: Updated organizational chart of UT

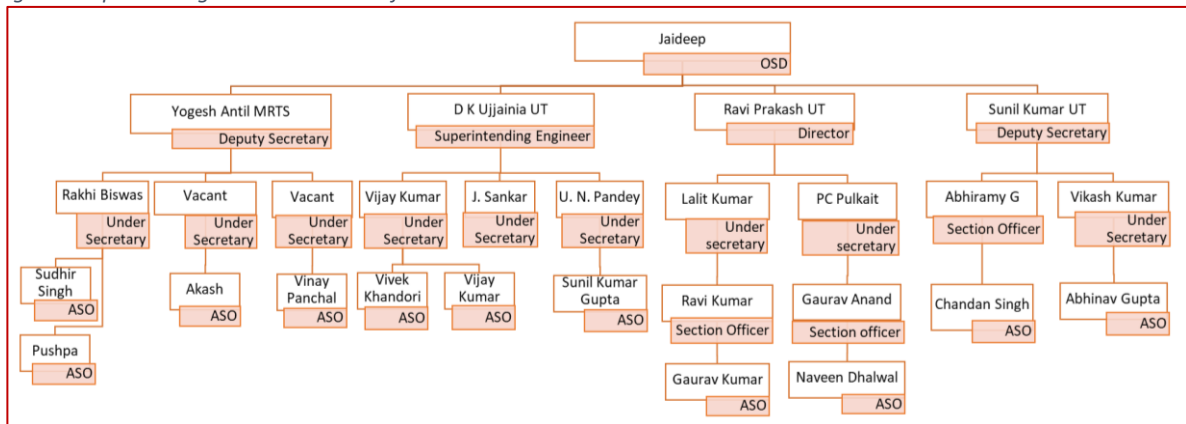


Figure 8: Updated organizational chart of **Budget Division**

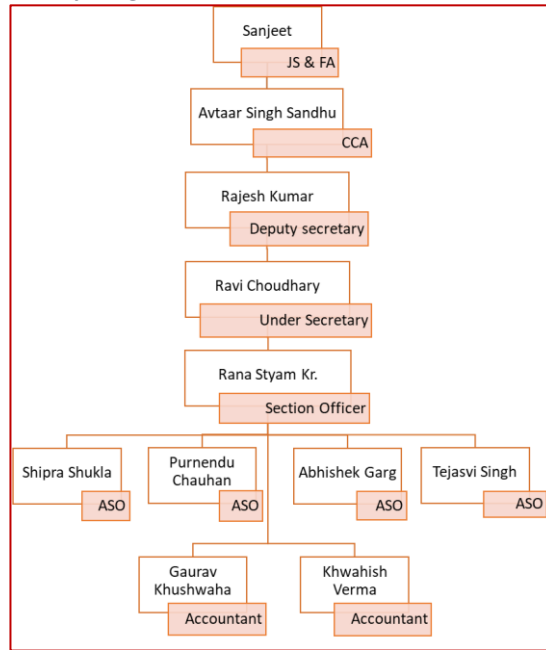
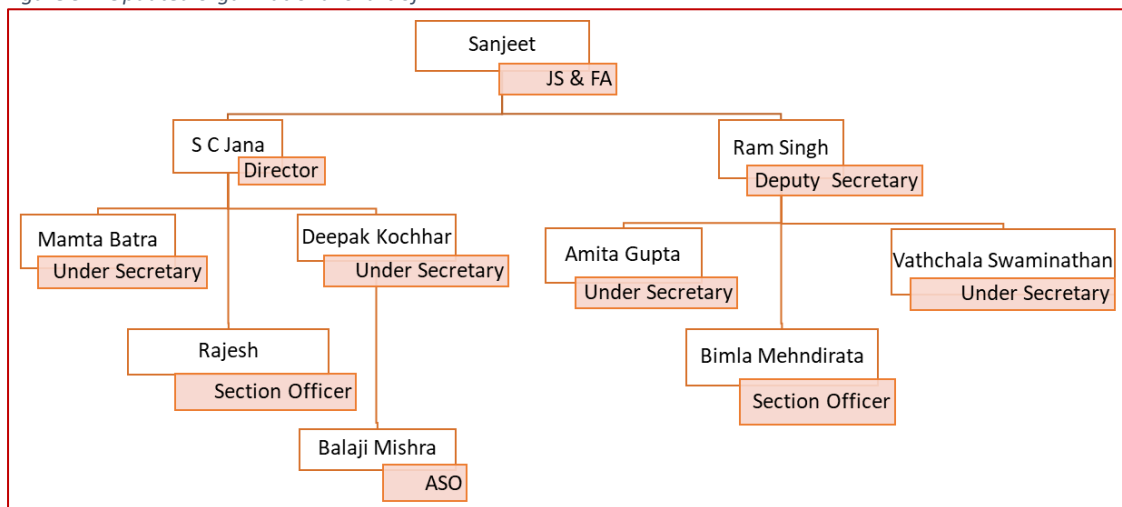


Figure 91: Updated organizational chart of **IFD**



Annexure – F: Proceeding of the Focused Group Discussion for onboarding of curriculum content on the iGOT Platform on 2nd December 2022

Date: 2nd December 2022

Time: 12:00 PM onwards

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

Team: PMC-IFU & DoPT

The National Programme for Civil Services Capacity Building (NPCSCB), envisioned by the Government, addresses the citizens' changing needs and aspirations. Central to the programme is the recognition that a suitable government workforce requires a competency-driven capacity-building approach. The workforce will focus on imparting competencies critical to discharge its roles. This will be achieved through a Competency Framework for Civil Services that will be indigenous to India.

The IFU-PMC has organized its First FDG on onboarding curriculum content on the iGOT Platform for all the Missions with the help of three roles (Content Creator, Reviewer and Publisher).

AIM of the focused group discussions:

Understanding of the process of creating content, knowledge recourse or courses on the iGOT Platform through a Content Creator profile, comprehending the roles and associated responsibilities of Content creator, reviewer, and publisher.

Proceeding:

- The FDG started with a welcome note by Ms Charu Upadhyay, Team Lead, IFU-PMC team, Mission Karmayogi. She briefed the team and set the agenda for the focused group discussion. Other members present were Ms Jaya Srivastava (Subject Matter Expert), Ms Vandana Thakur (Subject Matter Expert), Ms Shailshree Tewari (Subject Matter Expert), and Sh. Dhananjay Kumar (Consultant-IT).
- Ms Sreenandini Banerjee (Program Manager) from National Urban Learning Program also joined the meeting via video conference.
- DoPT consultants present were Sh. Abhishek Pratap Singh (Technical Expert) and Ms Arushi Mathur briefly described the Missions and its component. After that, the DoPT team explained the process of uploading content on the iGOT Platform.
- Ms Mathur informed us that to use the iGOT Platform, a government email id, i.e., @nic.in or @gov.in are required. Apart from these @karmayogi.in ids are also available to utilize the iGOT Platform, which can be requested from DoPT.
- Further, it was informed that for the roles of Content Creator, Reviewer and Publisher, the name of three separate officials, possibly seniority-wise, shall be shared with DoPT.
- With reference to a query raised by one of the officers of UT in the previous FDG, Ms Arushi informed us that the copyright of knowledge resources or any course would remain with the originating body and not with DoPT/iGOT platform. Adding to this, Ms Mathur informed that for easy tracking or association of course with different Missions/Divisions of MoHUA, the same instead of Ministry could be onboarded as CBP on the iGOT Platform. That is a decision to be taken at the Ministry level and only information from DoPT.

- Q&A session was held where participants from NULM and NIUA put their queries about the process of uploading the content on the iGOT Karmayogi Bharat Platform. The questions were like how to take courses on iGOT, details required in the registration, job profile, responsibilities, and various benefits of this portal etc.

Picture 61: Attendance Sheet for Housing for All Mission for Focused Group Discussion

| Attendance Sheet for Workshop on | | | | | | | | |
|--|---------------------------|-----------------|--------------------|---|------------|------------|---------|-----------|
| "Workshop to be held on 02.12.2022 at 12:00 PM regarding on-boarding of Curriculum content on the iGOT Platform" | | | | | | | | |
| Scheduled on 02-12-2022, at 12:00 PM | | | | | | | | |
| S.No. | Officers Name (Sh/Smt/Ms) | Designation | Mission | E-Mail ID | Mobile | Telephone | Room No | Signature |
| 1 | Joydeep Sarkar | SECTION OFFICER | AMRUT | joydeep.sarkar85@gov.in | 8777428960 | - | 302-C | |
| 2 | Binay K. Malangi | US (AMULM) | NULM | binayk.malangi@nic.in | 8010188275 | - | 215-R | |
| 3 | Abhishek Prasad Singh | Tech-Expert | DoPT | abhishek.17@live.in, abhishek@ipeglobal.com | 9958177480 | 9958177480 | - | |
| 4 | Arushi Mathur | PM | DoPT | arushimathur@ipeglobal.com | 9599421369 | - | - | |
| 5 | Charu Upadhyay | Team Lead | Mission: Karmayogi | charuupadhyay@nangia-andersen.com | - | - | 402-A | |
| 6 | Vandana Thakur | SHE-AM | MoHUA | vandana.thakur@nangia-andersen.com | 9818554564 | 9818554564 | 402-A | |
| 7 | Dhananjay K. | Consultant | MoHUA | dhananjay.kumar@nangia-andersen.com | 9818554564 | 8010381045 | Y | |
| 8 | | | | | | | | |
| 9 | | | | | | | | |
| 10 | | | | | | | | |
| 11 | | | | | | | | |

Table 21: IFU-PMC Team present during Mission Karmayogi meeting with DoPT team.

| Sl. No. | Name | Designation |
|---------|-----------------------|-----------------------|
| 1. | Ms. Charu Upadhyay | Team Lead |
| 2. | Ms. Jaya Srivastava | Subject Matter Expert |
| 3. | Ms. Vandana Thakur | Subject Matter Expert |
| 4. | Ms. Shailshree Tewari | Subject Matter Expert |
| 5. | Mr. Dhananjay Kumar | Tech Analyst |

Outcome:

Nomination of officials for the Content Creator, Reviewer and Publisher from remaining Missions / Divisions followed up by the PMC-IFU team of MoHUA. Mapping of content which can be uploaded on the iGOT Platform as a knowledge resource or course.

Annexure – G: Proceeding of the Meeting held with the National Urban Learning Platform (NULP) team at the National Institute of Urban Affairs (NIUA) on 28th December 2022

Date: 28th December 2022

Time: 3:00 PM onwards

Venue: NIUA Conference Hall, Indian Habitat Centre, New Delhi

NULP is a peer-to-peer learning platform for urban administrators, practitioners, and stakeholders to share experiences on current and emerging urban requirements promoting a sustainable collaborative learning culture.

Aim of the Focused Group Discussion:

NULP is a peer-to-peer learning and capacity building platform, for urban administrators, practitioners, and stakeholders, for sharing experiences on current and emerging urban requirements promoting a sustainable culture of collaborative learning.

To understand the NULP, its technology and challenges, reform options, registration process, stakeholders involved and available course materials this meeting has been organised.

Following discussion was held thereafter:

1. Vision of NULP platform is to target the Urban Local Bodies (ULBs) and other Stakeholders who are working in Urban Sector, whereas currently iGoT Karmayogi Bharat is restricted to MDOs.
2. NULPs Business model to develop marketplace for iGoT in which they have presently onboarded 10 states.
3. In NULP as of now three major programs are already uploaded i.e.
 - ITCN,
 - Sewage & Sanitization,
 - Sewerage Treatment Plants, and
 - Data driven Governance.
4. Certificate Course Program (under development phase).
5. Technology wise Challenges:
 - Developed on opensource technology Sunbird, NULP has been experiencing technology related issues and restrictions.
 - From the last two yrs. NULP is struggling with the technology with lack of resources & guidance with limited application modules to enhance the current NULP platform.
 - Cost of Sunbird technology is financial drainage with Microsoft Service Provider (MSP), Certified Service Providers (CSP) & Other Maintenance (OM) cost.
 - Skilled resources of Sunbird technology are very costly due to its limited availability.
 - Sunbird is restricted to Microsoft Cloud Azure which itself is high on cost.
 - Migration from Sunbird to other technology is an unknown and uncharted territory.



6. The NULP team want to include social media in the platform so that people can interact with each other, comment and ask questions from the platform only. (More of like iGOT platform).
7. Functional specification required from technology which are being used for NULP:
 - The platform should be technologically robust.
 - Technology in which changes in platform can be made faster and cheaper.
 - Technology in which multiple organizations are working so that resource pool is easily available.
8. In the NULP 3.0 following features are sought:
 - Priority of platform is to provide solutions with minimum clicks. Thus, options must be suggested to NULP on how to reach solutions with minimum clicks.
 - Tracking needs to be added to the new version of NULP.

The meeting ended with thanks and a proposal to meet again with solutions and suggestions for NULP.

Table 9: List of attendees in the NULP meeting held on 28th December 2022

| Attendees List | | | |
|-----------------------|---------------------------|-------------------------------|------------------|
| Sr.No. | Name | Department/Designation | Mobile No |
| 1. | Ms. Shreenandini Banerjee | Fellow-NIUA | 8511380201 |
| 2. | Mr. Sh Shashank Mishra | Fellow-NIUA | 9910729116 |
| 3. | Ms. Charu Upadhyay | Sr Manager - IFU | 8299298561 |
| 4. | Ms. Vandana Thakur | Assistant Manager – IFU | 9818554556 |
| 5. | Ms. Shailshree Tewari | Assistant Manager – IFU | 8800371929 |
| 6. | Ms. Jaya Srivastava | Urban Planner – IFU | 9716528508 |
| 7. | Mr. Dhananjay Kumar | Consultant – IFU | 8010381045 |
| 8. | Mr. Tahir Husain | Assistant Manager | 9999639874 |
| 9. | Mr. Anoop Kumar Verma | Assistant Manager | 8130184427 |

Outcome and way forward:

The IFU team got an understanding of the NULP and associated stakeholders, including knowledge providers of the urban sector. Furthermore, the IT team understood the concerns related to Sunbird technologies and the requirements of NULP. The IT team will work and present the solutions to the SCM Director.

Annexure – H: Few Glimpses of CBC Workshop held on 1st December 2022 at Vigyan Bhawan.

Picture 12: Agenda of the CBC Workshop

| SESSION PLAN | | |
|---|---|------------------|
| Details | Speakers | Time |
| Registration and Welcome Tea | | 09:15 – 10:00 AM |
| Mission Karmayogi <i>Context Setting</i> | Hemang Jani, Secretary, CBC Praveen Pardeshi, Member, CBC R. Balasubramaniam, Member, CBC Abhishek Singh, CEO IGOT | 10:00 – 10:15 AM |
| Department of Agriculture & Farmers Welfare's ACBP | Shri Manoj Ahuja, Secretary, DA&FW | 10:15 – 10:20 AM |
| Department of School Education and Literacy's ACBP | Shri Sanjay Kumar Secretary, DoSE&L | 10:20 – 10:25 AM |
| Department of Telecommunications' FRAC-ing | Shri K. Rajaraman, Secretary, DoT | 10:25 – 10:30 AM |
| Department of Expenditure's ACBP | Shri T. V. Somanathan, Finance Secretary | 10:30 – 10:35 AM |
| Special Remarks | Smt Radha Chauhan, Secretary, DoPT | 10:35 – 10:40 AM |
| Inaugural Address & Launch of Approach Paper | Shri Rajiv Gauba Cabinet Secretary | 10:40 – 11:10 AM |
| Concluding Remarks | Adil Zainulbhai, Chairperson, CBC | 11:10 – 11:15 AM |
| KNOWLEDGE SHARING & PANEL DISCUSSION | | |
| Panel Discussion - Shri Ajay Kumar, Former Defence Secretary - Shri Pradeep Kharola, Former Secretary, MoCA - Shri R. Subrahmanyam, Former Secretary, MoSJE - Shri Praveen Pardeshi, Member, CBC - Shri R. Balasubramaniam, Member, CBC | Hemang Jani, Secretary, CBC | 11:30 – 12:15 PM |
| Breakout Session - Institutionalizing Capacity Building in Govt - Innovative Capacity Building Interventions | CBU Heads and Consultants | 12:15 – 1:15 PM |
| Lunch | - | 1:30 PM onwards |

Picture 13: Introduction of Annual Capacity Building Plans



ANNUAL CAPACITY BUILDING PLANS (ACBPs)

60

Ministries

93

Departments

2000+

Agencies

An Annual Capacity Building Plan (ACBP) of a ministry/department/agency identifies capacity needs through three lenses of National Priorities, Emerging Technologies, and Citizen Centricity. Further, it details all training and non-training interventions required to develop and/or enhance the competencies of individuals as well as capacities of the ministry/department/agency as a whole.

OUR APPROACH



THREE LENSES

PM's Vision New India @ 2047

THREE PILLARS

Individual

Organizational

Institutional

National Priorities

Emerging Technologies

Citizen Centricity

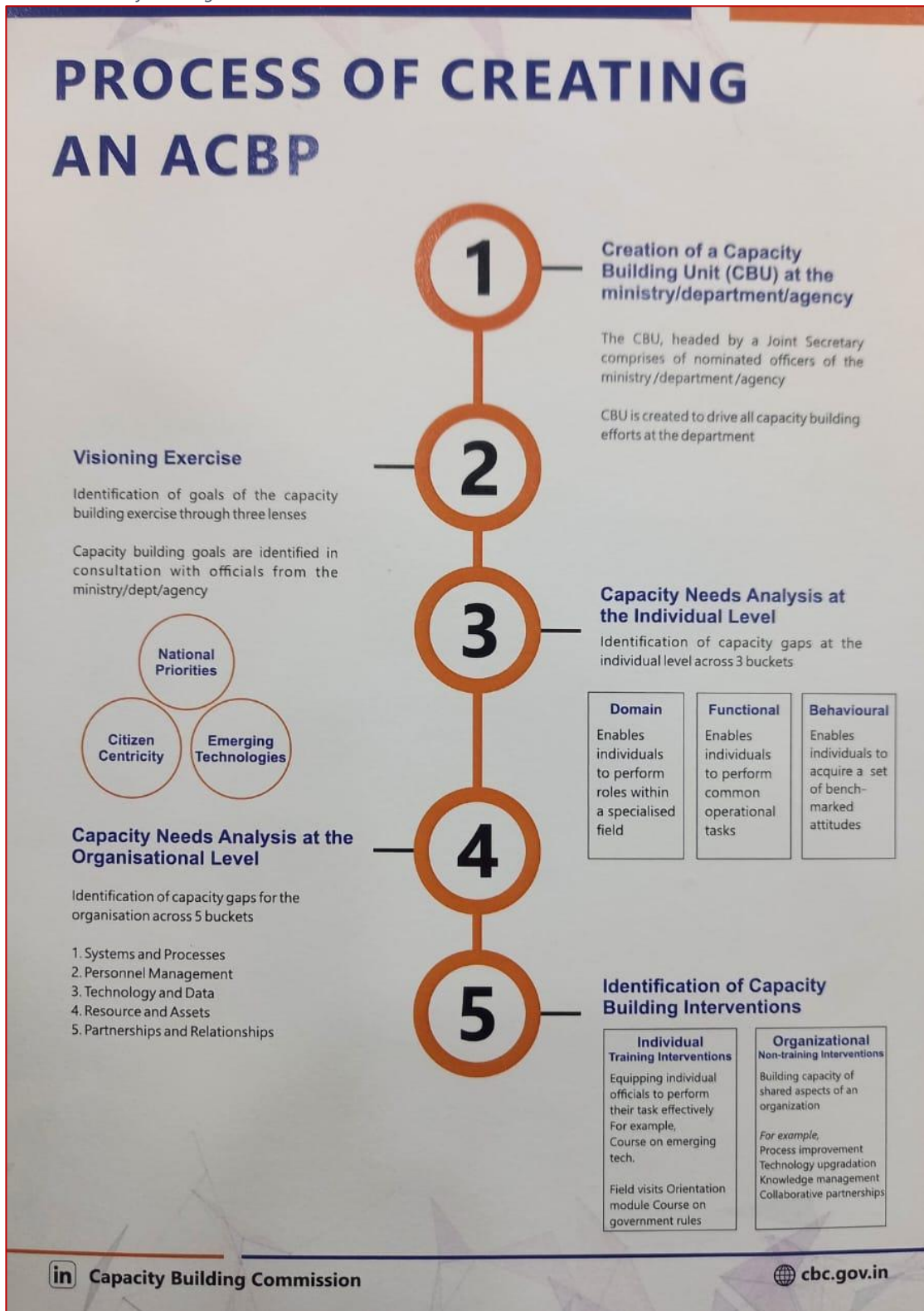


Capacity Building Commission




cbc.gov.in

Picture 14: Process of creating ACBP



Picture 15: Process of HR audit of MDOs



HUMAN RESOURCES AUDIT OF MINISTRIES, DEPARTMENTS AND ORGANISATIONS

OBJECTIVES

- Assess current HR practices benchmark global standards and practices
- Enhance good governance by ensuring optimal utilization of Human Resources
- Facilitate effective position management around entry, progression, and exit in the public services
- Assessing outcomes of capacity building efforts at ministerial/departmental level
- Capture the effectiveness of current HR processes and prepare governments' HR for the future of work

PROCESS

Phase 1

Diagnosis
Secondary research on ministry's vision, mission, objectives, HR processes etc.


Preparation of a survey instrument after one-on-one and group discussions with ministry officials

Phase 3

Data Collection
Implementation of audit methodology by deployment of survey tool, focused group discussions, auditing documents such as service books, transfers, grievance management, RTI etc.

Phase 5

Action Planning
Frame a detailed Action Plan in consultation with the respective Ministry based on the Critical Audit Observations as enumerated in the Audit Report





Phase 2

Audit Planning
Pre-pilot audit exercise orientation with Ministry's leadership to set expectations and kick-off the project

Phase 4

Data Analysis and Report Submission
Objective analysis of the audit data and breaking-up the data into qualitative and quantitative segments wherever necessary


Capacity Building Commission


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Picture 16: Process of creation of shared e-learning resources

CREATION OF SHARED E-LEARNING RESOURCES



The Commission has empanelled six e-learning vendors who may be on-boarded by any department, ministry, or training institution to design and develop online courses/blended-learning courses based on learning design standards set by the Commission.

List of empaneled firms

- FCS Software Solutions Limited
- Indian School of Business
- Infonative Solutions Pvt Ltd
- White House Business Solutions Pvt Ltd
- Enthralltech Pvt. Ltd.
- C & K Management Ltd.

PROCESS

- 1 Creation of an inception report including Course Design (e-learning / Blended-learning formats)
- 2 Submission of Beta-version of the digitized course (with machine generated voice-overs) and Gold-version of the digitized course (with human generated voice-overs)
- 3 Deployment of the course on iGOT 2 and / or any LMS suggested by CBC, concerned ministry, department, or training institute
- 4 Conversion of English language course into Indian languages based on specific requirements

 Capacity Building Commission  cbc.gov.in

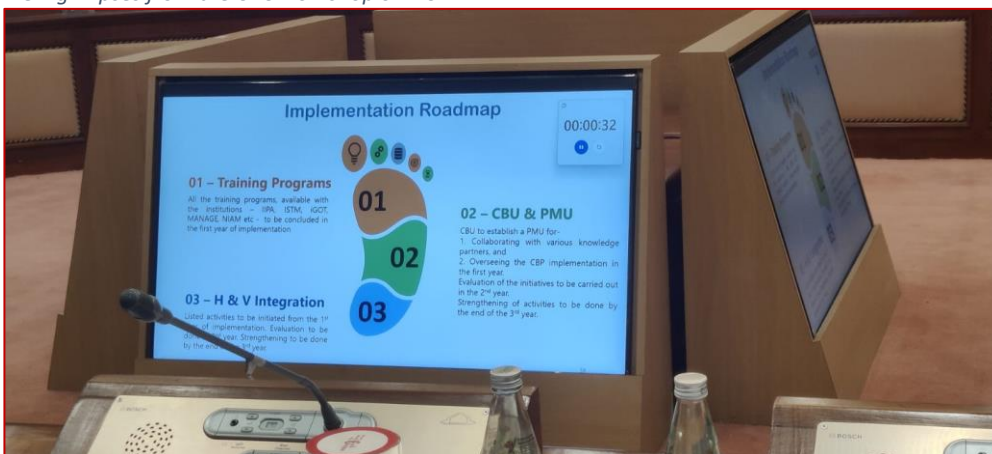
Picture 17: PMC-IFU team members at CBC Workshop



Picture 18: Few glimpses from the CBC workshop on ACBP



Picture 19: Few glimpses from the CBC workshop on ACBP

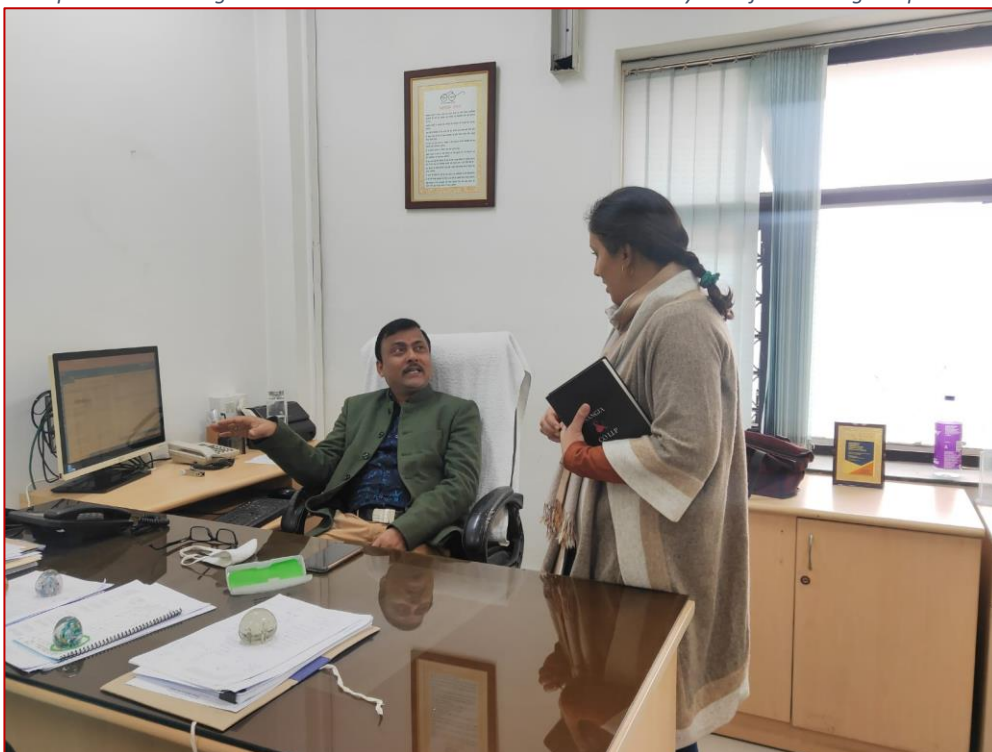


Annexure – I: Glimpse of the interpersonal meetings with officials / officers of MoHUA

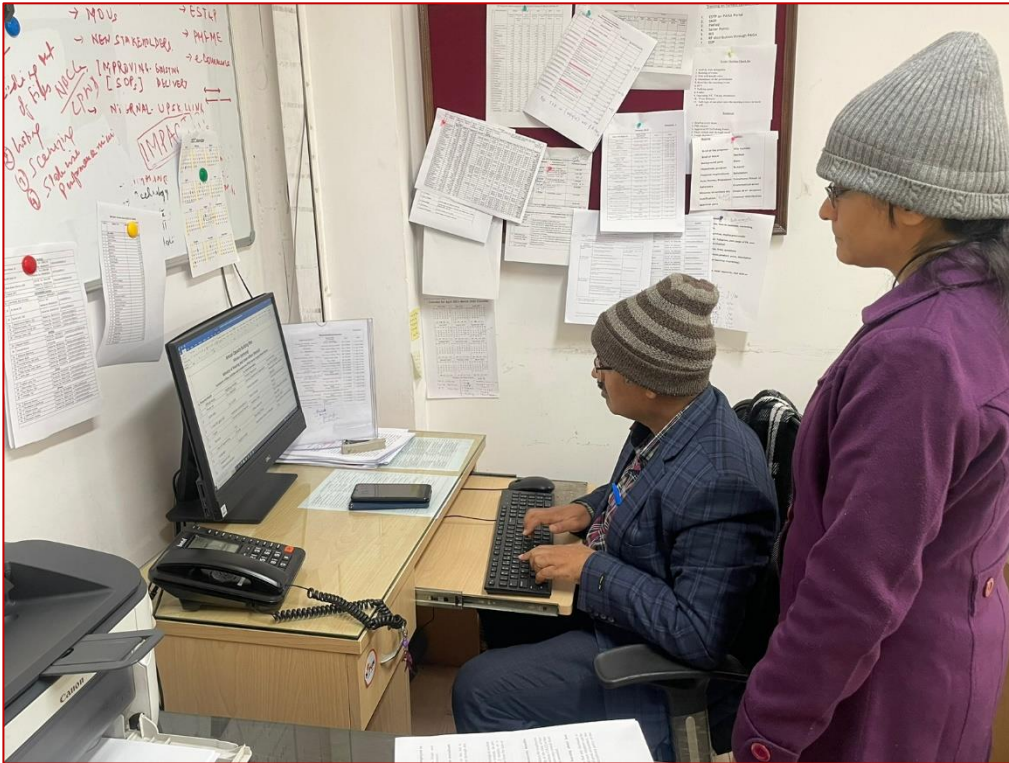
Picture 20: Interpersonal meeting conducted with Sh. Binay Kr. Jha Director SBM for FRACing template.



Picture 21: Interpersonal meeting conducted with Sh. S. L. Prasad Under Secretary SCM for FRACing template.



Picture 22: Interpersonal meeting conducted with Sh. Madhukar Pandey US NULM for FRACing template.



Picture 23: Interpersonal meeting conducted with SBM team for FRACing template.



Picture 24: Interpersonal meeting conducted with Dr. Madhu Rani Teotia Director NULM for FRACing template.



Picture 25: Interpersonal meeting conducted with Sh. Shakti Shamsher Deputy Secretary SBM for FRACing template.



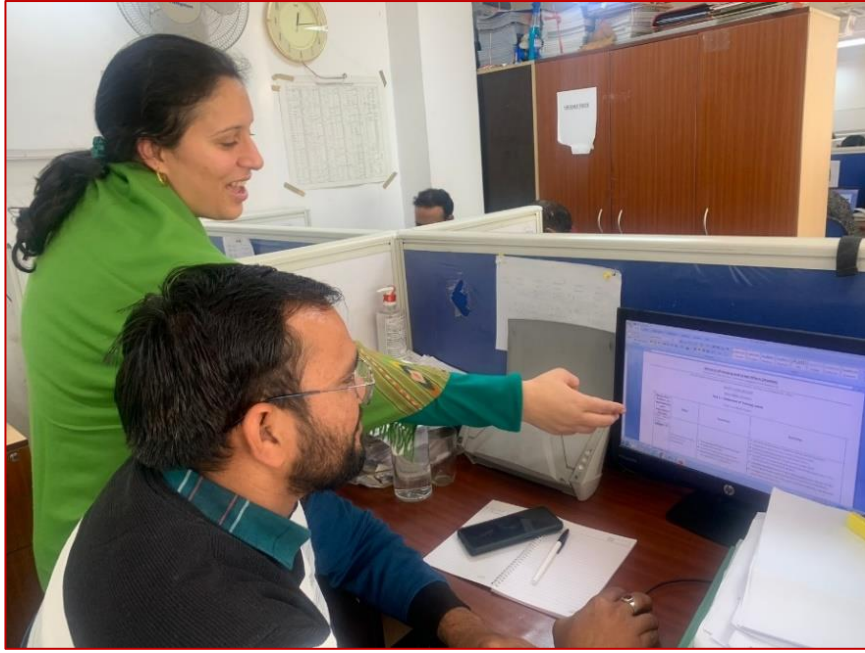
Picture 26: Interpersonal meeting conducted with Shri Rajesh Kumar, DS, Budget division for iGOT Registration.



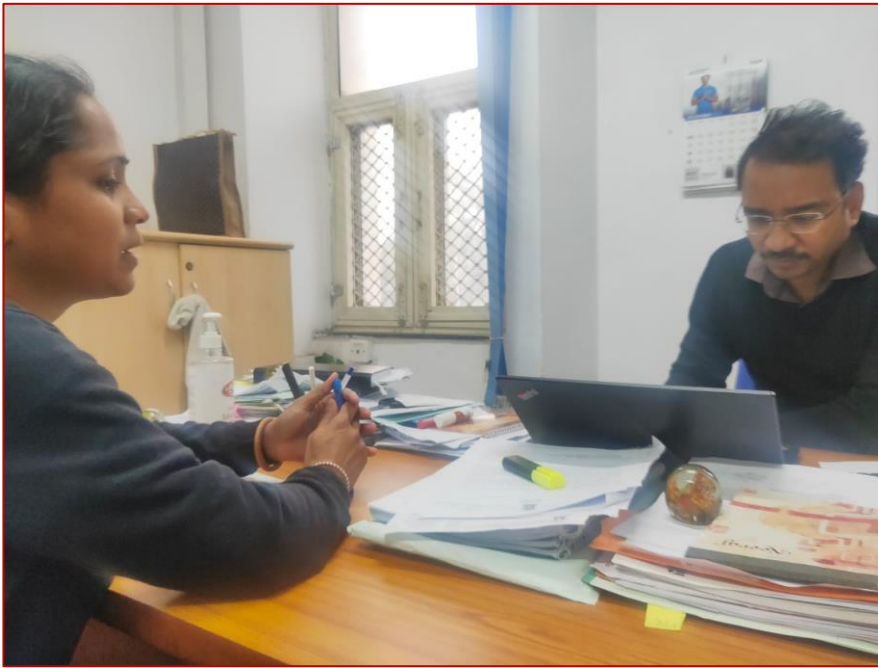
Picture 27: Interpersonal meeting conducted with Sh. Mahesh Lal Section Officer SCM for FRACing template.



Picture 28: Interpersonal meeting conducted with Sh. Lalit Assistant Section Officer SCM for FRACing template.



Picture 29: Interpersonal meeting conducted with Sh. Anup Burman Under Secretary AMRUT for FRACing template.

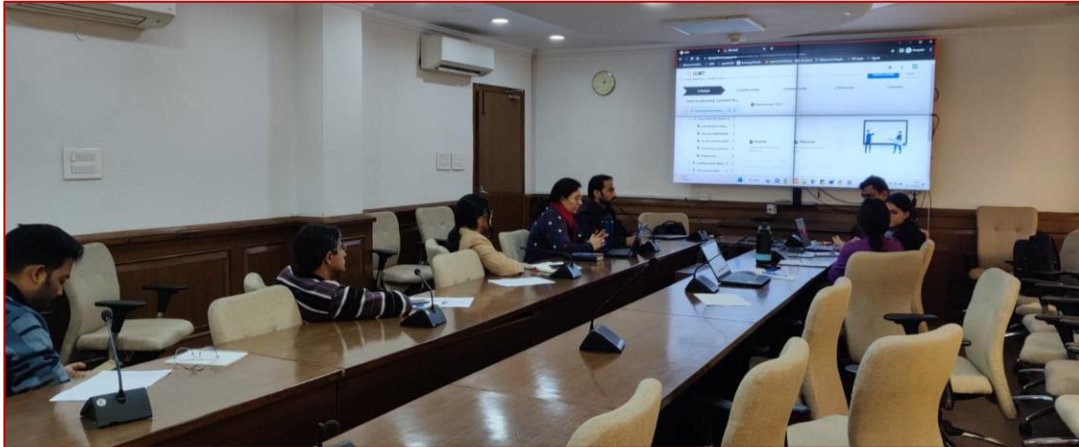


Picture 30: Interpersonal meeting conducted with Sh. Joydeep Sarkar Section Officer AMRUT for FRACing template.

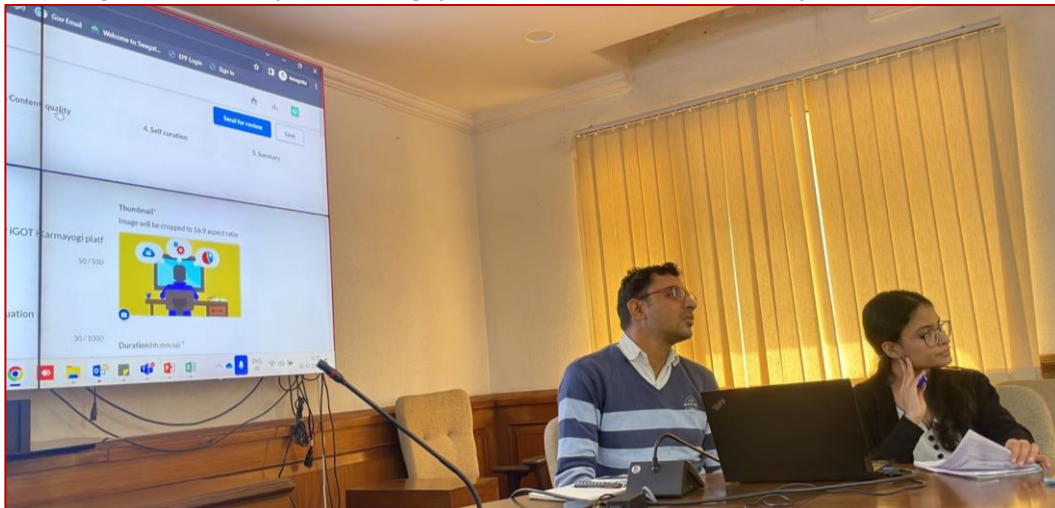


Annexure – J: Photographs of the Meeting held with DoPT Teams during December 2022

Picture 3: Meeting with DoPT team for onboarding of curriculum content on the iGOT Platform.



Picture 4: Meeting with DoPT team for onboarding of curriculum content on the iGOT Platform.



Picture 33: Meeting with IDA and DoPT team regarding TNA and FRACing template.



Picture 5: Meeting with IFD and DoPT team regarding TNA and FRACing template.



Annexure – K: Glimpse of the meeting held with NULP team at NIUA.

Picture 35: Meeting with NULP team at NIUA



Picture 6: Meeting with NULP team at NIUA

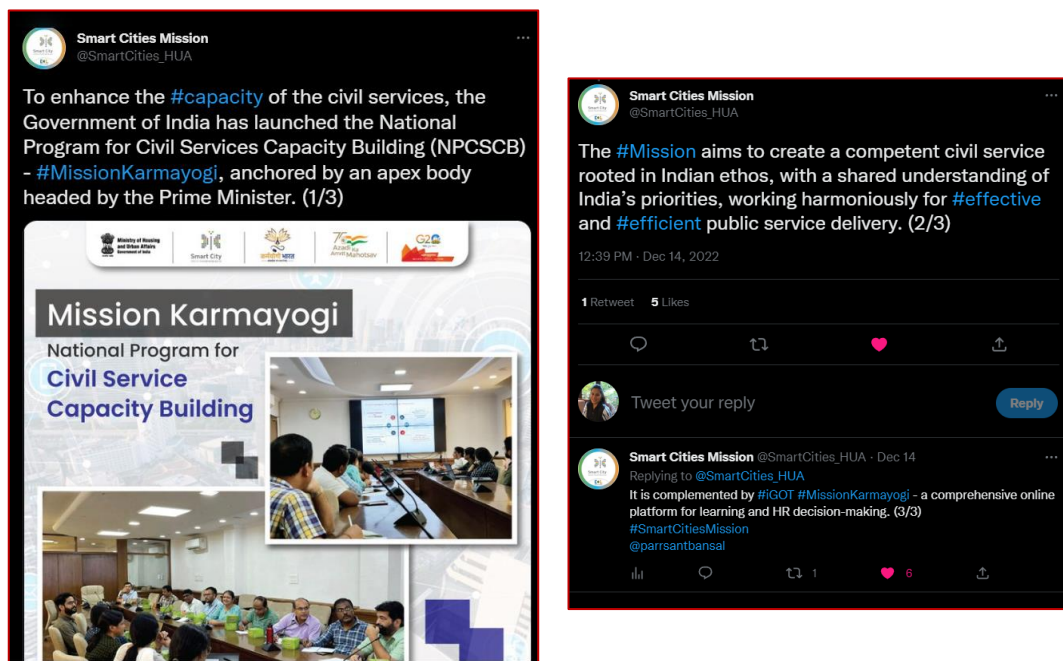


Annexure – L: Social Media presence of the activities carried out by IFU – PMU at MoHUA.

Picture 37: Twitter post on FDG conducted with IFD regarding Mission Karmayogi and onboarding of the users on iGOT Karmayogi Bharat Platform.



Picture 38: Social media presence of MoHUA activities under Mission Karmayogi



Picture 39: Twitter post on Swachh Bharat Mission handle on Mission Karmayogi and interpersonal meetings being held with SBM team at MoHUA.



Picture 40: LinkedIn post on Swachh Bharat Mission handle about Mission Karmayogi at MoHUA.



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