

भारत सरकार/ Government of India  
केंद्रीय प्रत्यक्ष कर बोर्ड/ Central Board of Direct Taxes  
प्रशिक्षण निदेशालय/ Directorate of Training  
डी ब्लॉक, एसपीएम सिविक सेंटर/ D Block SPM Civic Centre,  
नई दिल्ली-110002/ New Delhi 110002

Efile no : T-11/121/2024-NADT 1500

17 Oct 2024

**Office Memorandum**

**Sub: National Learning Week - कर्मयोगी सप्ताह from 19th to 25th October, 2024**

The undersigned is directed to refer to the Secretary, DoP&T's D.O. Letter dated 10.10.2024 (copy enclosed) and to state that in pursuance of the National Learning Week (NLW)- कर्मयोगी सप्ताह, to be observed from 19<sup>th</sup> to 25<sup>th</sup> October 2024, all the employees of Central Board of Direct Taxes (CBDT) are requested to actively participate in the NLW, a joint initiative of DoP&T, CBC and Karmayogi Bharat.

2. Following is the list of recommended courses for CBDT learners for completion during the NLW; however the learners may decide from a large base of courses available on iGOT, including the 6 mandatory Courses prescribed earlier, depending upon the competency they want to build upon:-

S. No.	Name of the Course	Duration	Content Provider
1	Overview of Viksit Bharat 2047	01:03:00	Karmayogi Bharat
2	Grievance Redressal Mechanism	01:58:00	Central Board of Direct Taxes (CBDT)
3	Introduction to Direct Taxes	01:30:00	National Academy of Direct Taxes / NADT (CBDT)
4	Digital Forensics (Managing digital evidences and e-investigation)	02:48:00	National Academy of Direct Taxes / NADT (CBDT)
5	Communication for Citizen Centricity	01:35:00	Department of Personnel and Training (DoPT)
6	Digital Personal Data Protection Act, 2023: An Overview	01:12:00	Karmayogi Bharat
7	Time Management	01:15:00	Department of Personnel and Training (DoPT)
8	Becoming a Powerful Leader: Motivating People	01:00:00	Cornell University (eCornell)
9	ChatGPT and Generative AI tools for Government Officials	01:00:00	Wadhvani Foundation
10	Increasing your Emotional Quotient	01:07:00	The Art of Living

This issues with prior approval of Competent Authority.

  
(Princy Singla)

17/10/24  
Addl. Director (Training & Collaboration) (Planning)  
Directorate of Training, CBDT

To,

- 1- PSs to Chairman, CBDT and all the Members of CBDT
- 2- All the Pr. CCsIT/Pr. DGIT/ Directorates and Attached offices of CBDT
- 3- Under Secretary Ad.IA, Department of Revenue, Ministry of Finance
- 4- Database Cell for uploading on [www.irsolicersonline.gov.in](http://www.irsolicersonline.gov.in)
- 5- Guard file

विवेक जोशी

सचिव

**VIVEK JOSHI**

Ph.D (Economics), Geneva  
SECRETARY



भारत सरकार  
कार्मिक और प्रशिक्षण विभाग  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
Government of India  
Department of Personnel & Training  
Ministry of Personnel, Public  
Grievances and Pensions

D.O No. T-28/102/2024-iGOT

10<sup>th</sup> October, 2024

**Dear Secretary,**

As you are aware, the National Programme for Civil Services Capacity Building (NPCSCB) - Mission Karmayogi was launched by the Hon'ble Prime Minister with the aim to transform the Civil Servants by enhancing their skills to deliver efficient, citizen-centric governance. It emphasises *sevabhaav* and citizen centricity, fostering a culture of continuous learning and capacity development of public servants according to their roles.

2. In line with the commitment to sustainable learning and development, this Department, Capacity Building Commission (CBC) and Karmayogi Bharat (KB) are jointly organizing a week-long learning campaign '**कर्मयोगी सप्ताह – the National Learning Week**' under Mission Karmayogi, from **19.10.2024 to 25.10.2024**. The objective of the Learning Week is to catalyse competency building for civil servants. Each employee of the Govt of India will be expected to undertake 4 hours of competency-linked learning during the week, on iGOT Karmayogi platform and from selected webinars in the week.

3. The National Learning week will be launched by **Hon'ble Prime Minister on 19.10.2024 at Dr Ambedkar International Centre at 10 A.M.** The inaugural function will be a half day event comprising of public lectures by eminent personalities. You are cordially invited to participate in the inaugural function, subsequent lectures and lunch.

4. This program can only be made successful with the support and equal participation of all ministries and departments. Therefore, you are requested to:

- i. Ensure that all employees of your Ministry/Department/Organisation (MDO) are registered on iGOT platform.
- ii. Direct all employees to complete 4 hours of learning on the iGOT Karmayogi portal during the National Learning week.
- iii. Provide list of courses recommended by your MDO, if any.
- iv. Organize and conduct workshops, lectures, and seminars during the learning week, from 20.10.2024 to 25.10.2024 and share the MDO's learning plan during the week.
- v. Nominate officers - You are requested to nominate total 6 officers from all levels for the inaugural event, including Secretary, Additional Secretary, Joint Secretary (Training), CBU Head / CBU nodal and officers from other levels.

5. The list of recommended courses pertaining to your Ministry/Department as well as the nomination of the officers attending the inauguration function may be emailed to Ms Ankita Singh, Deputy Secretary, CBC (ankita.167090.cbdt@nic.in) and Shri Abhishek Gourav, Section Officer, DoPT (abhishek.gourav@gov.in) by 11.10.2024. For any additional query you may reach out to Ms Ankita Singh, DS, CBC. Final Agenda of the event will be shared closer to the event.
6. A brief overview about the National Learning week is enclosed herewith.
7. I urge you to extend your support in making this workshop a success. This will help in taking the capacity building activities to all levels in the Central Government setup, thereby enabling the *Karmayogis* to shoulder the responsibility of making Bharat a developed nation.

Warm regards,

Yours sincerely,

Vivek Joshi

(Vivek Joshi)

Encl: As above

To,

Secretaries of all Ministries/ Departments of Govt. of India

## Karmayogi Saptah - National Learning Week

While the Government of India's National Programme for Civil Services Capacity Building (NPCSCB) - Mission Karmayogi has made substantial progress, a National Learning Week (NLW) will elevate the capacity building journey for everyone. Hon'ble Prime Minister's initiatives for all probationary officer-trainees i.e 'Aarambh' at Kevadia, Gujarat, as well as the continuous three-day learning program for all civil servants in Gujarat are exemplary examples of such learning campaign models. Once institutionalized, mega L&D campaigns can help foster a culture of life-long learning.

Realizing this, the Department of Personnel and Training (DoPT), Capacity Building Commission (CBC) and Karmayogi Bharat (KB) are collaboratively organizing the National Learning Week under Mission Karmayogi from 19<sup>th</sup> October 2024 to 25<sup>th</sup> October 2024. The Learning Week will be the largest event of its kind providing fresh impetus towards individual and organizational capacity development for 3 million+ central civil servants. Participation in the learning week will also be open to 22 million+ state civil servants and 5 million+ officials in Urban Local Bodies (ULBs). NLW aims to create a "One Government" message, align everyone with national goals, in addition to stimulating renewed commitment to learning and development.

### Duration and Learning Goal

**NLW is planned to be launched by the Hon'ble Prime Minister** on 19<sup>th</sup> October 2024, and will be broadcasted to all civil service official across the country. The learning week will be dedicated to learning through various forms of engagement and conclude with recognition to individual participants and Ministries, Departments, and Organizations (MDOs). During it, each Karmayogi will commit to achieving a **target of at least 4 hours of competency-linked (a)synchronous learning**, through various formats of engagement.

### Formats of Engagement

#### 1. Individual Role-Based Learning through already activated online courses on iGoT:

- 2 – 3 common courses recommended by CBC/KB/DoPT
- 3 - 4 courses recommended by Ministries or through Annual Capacity Building Plans (ACBP)
- 2 - 3 courses recommended by CBC/KB/DoPT from list of courses by level
- Any other course that the individual wants to do on IGOT

Course catalogues will be developed based on competencies, sectors, tenure and role, on IGOT.

**2. Lectures / Policy Masterclass (Webinars):** These will be focused on national priorities, citizen centricity, emerging technology and international scenario. These sessions will provide insights from globally renowned experts, innovators, thought leaders, and development practitioners, on themes such as finance, technology, health, international affairs, economy, management best practices, strategic

orientation, Indic knowledge systems, pride in our heritage and others. Speakers will include persons who are motivational, have practical knowledge, are eminent in the field and have been closely related with the country. Through the week we will request eminent persons to deliver hour long webinars in the forms of lectures, masterclasses, and interviews. These sessions will be streamed on the iGOT Karmayogi platform, making it accessible to all civil service officers across the country.

- 3. MDO-specific learning programmes:** The core aim of this will be to deliver information about the MDO, discuss achievement of national priorities, share knowledge in their relevant domain areas, and to give fresh impetus and direction to learning innovation. The MDO-wise event may be on one of the days or spread across a few days of the NLW.

### Karmayogi Leaderboard Recognition

To recognize the effort put into learning & development, Karmayogi leaders will be felicitated at the individual and Ministry level after the learning week is over. Top 5 or 10 leaders may be awarded a special honor-roll certificate bearing the PM's signature.