



अखिल भारतीय आयुर्विज्ञान संस्थान, राजकोट, गुजरात - ३६० ११०

अखिल भारतीय आयुर्विज्ञान संस्थान राजकोट, गुजरात - ३६० ११०

All India Institute of Medical Sciences, Rajkot, Gujarat – 360 110

A Central Autonomous Body under PMSSY, MoH&FW

Government of India [www.aiimsrajkot.edu.in](http://www.aiimsrajkot.edu.in)



AIIMS/Rajkot/Admin/2024-25/6047

Date:19/10/2024

**CIRCULAR**

Respected all,

Ministry of Health & Family Welfare (Training Division) has intimated that DOPT in coordination with Capacity Building Commission and Karmayogi Bharat has decided to organize "Karmayogi Saptah- National Learning Week from 19-10-2024 to 25-10-2024" in which all the employees of AIIMS Rajkot are to commit a minimum of 4 hours for learning through iGOT courses (i.e. courses assigned in the My iGOT portal).

As such all the employees of MoHFW are requested to commit a minimum of 4 hours for courses assigned to each individual in the My iGOT portal and in this respect, the following courses are to be completed in iGOT portal:

1. Know your Ministry module (compulsory)
2. Viksit Bharat\*
3. Jan Bhagidari\*
4. Leading the Karmayogi way\* (\*any one from Sr. No 2-4)

Additionally, any other course from among the recommended courses can be consumed as per MoHFW Circular dated 14-10-2024. We at AIIMS Rajkot are striving to make the "National Learning Week" a success and the following action plan is devised to achieve this:

- a) During the Karmayogi Saptah- National Learning Week from 19-10-2024 to 25-10-2024. All the employees are advised to login to the iGOT portal and consume the Know your Ministry module" and any one of the remaining 03 courses listed above
- b) Commit a minimum of 4 hours during the period from 19-10-2024 to 25-10-2024 to learning any of the assigned courses given above and courses which are considered beneficial by the employee in the My iGOT portal as per course recommendations given in MoHFW OM (for all groups of employees). For group C and D employees, course recommendations are given in ANNEXURE II in file attachment titled "OM Karmayogi Saptah"
- c) Ensure complete completion of the 10 mandated courses.
  1. Induction module of MoHFW under the title "Know Your Ministry"
  2. Health and Wellbeing Prospective of Yoga
  3. Health and wellbeing perspective of naturopathy,
  4. Management of Metabolic Syndrome Through Naturopathy
  5. Yoga at Workplace
  6. Code of Conduct of Government Employees
  7. Prevention of Sexual Harassment of women at workplace,
  8. Orientation Module on Mission Life,
  9. Stay safe in Cyber space
  10. Course on Emerging Technology if not already done

Looking forward to your cooperation and active participation in this regard,

Thanking you,

Team Karmayogi (AIIMS Rajkot)

उप निदेशक (प्रशासन)  
DEPUTY DIRECTOR (ADMINISTRATION)  
अखिल भारतीय आयुर्विज्ञान संस्थान, राजकोट - ३६० ११०  
All India Institute of Medical Sciences, Rajkot - 360110

**Copy to,**

1. PS to Executive Director, AIIMS Rajkot
2. Deans, HoDs & DMS, AIIMS Rajkot - To disseminate info among all staff.
3. Accounts Officer to disseminate info among all other staff
4. IT Cell for uploading the same on the official website of AIIMS Rajkot



AIIMS Campus: Village Khandheri, Tehsil- Paddhari, District Rajkot 360110

[dda.aiimsrajkot@gmail.com](mailto:dda.aiimsrajkot@gmail.com)

**File No. A-11033/14/2024-Trg.**

Government of India  
Ministry of Health & Family Welfare  
(Training Division)

Nirman Bhawan, New Delhi-11

Dated: 14-10-2024

**CIRCULAR**

Mission Karmayogi is a flagship initiative by the Government of India, aimed at transforming the country's civil services by fostering a culture of continuous learning and development among government officials. The mission was formally announced in the year 2020. This program emphasises the importance of capacity building, skill enhancement, and a results-oriented approach to governance. Through a blend of online courses, workshops, and mentorship, Mission Karmayogi seeks to equip civil servants with the necessary tools to effectively address contemporary challenges, promote efficient service delivery, and ultimately enhance citizen engagement in the democratic process.

2. In order to achieve the goals of the Mission Karmayogi, DoPT in coordination with Capacity Building Commission and Karmayogi Bharat has decided to organize **Karmayogi Saptah-National Learning Week from 19-10-2024 to 25-10-2024** in which all the employees are requested to commit a minimum of 4 hours for learning through iGOT courses (i.e. courses assigned in the My-iGOT menu on the iGOT portal), Daily Webinars on various themes (to be organized by CBC) and MDO specific programmes.

3. All the employees of MoHFW are requested to dedicate a minimum of 4 hours on courses assigned to each individual in the MyiGOT portal and in addition to MyiGOT courses the following may also be completed in the iGOT portal:-

- i. Know Your Ministry module (Compulsory)
- ii. Vikshit Bharat \*
- iii. Jan Bhagidari \*
- iv. Leading the Karmayogi Way \*

\* **Any one of the three.**

Signed by Sushil Kumar  
Mishra

Date: 14-10-2024 12:58:37

(Sushil Kumar Mishra)

Under Secretary to the Government of India

Telefax: 011-23062959

To:

All JSs/EAs/Directors/Deputy Secretaries

Copy to:

All the officers/officials of the MoHFW through e-office Notice Board



File No. A-11033/14/2024-Trg.  
Government of India  
Ministry of Health & Family Welfare  
(Training Division)

Nirman Bhawan, New Delhi-11

Dated: 14-10-2024

### **CIRCULAR**

The undersigned is directed to refer to the Secretary, DoP&T's DO letter dated 10-10-2024 (**Copy enclosed**) and state that Ministry of Health and Family Welfare will actively participate in the National Learning Week - Karmayogi Saptah from 19-10-2024 to 25-10-2024, a joint initiative of DoP&T, CBC and KB.

2. It has also been decided to recommend courses for employees to complete within the Karmayogi Saptah for at least 4 hours from 19-10-2024 to 25-10-2024. It is also mentioned that MoHFW has already mandated certain courses on the portal to the officials of the Ministry (**Copies enclosed**). However, learners may decide from a large base of courses available on iGOT portal depending upon the competency they want to build on from courses mentioned in the table below:-

S. No.	Course Name	Course Provider	Duration
1.	Overview of Viksit Bharat 2047	Karmayogi Bharat	1 hr 3 mins
2.	Leading the Karmayogi Way	Totally Aligned Organization	2 hrs 15 mins
3.	Jan Bhagidari (Bilingual)	Illuminate Knowledge Resources	1 hr 20 mins
4.	Know Your Ministry- Ministry of Health and Family Welfare	Ministry of Health and Family Welfare	2 hrs 45 mins
5.	Stress Management	DoPT	25 mins
6.	ChatGPT and Generative AI Tools for Government Officials	Wadhvani Group	1 hr
7.	Microsoft Word Advanced	Microsoft	2 hrs 49 mins
8.	Office procedures	DoPT	1 hr 35 mins

3. In addition, insightful live webinars on topics related to Health

Establishment, time management, policies of national importance, learning innovations are being planned to be conducted by various CTIs of the Ministry.

4. Further, details of the officers nominated for the inaugural event on 19-10-2024 at 10:00 A.M. at Dr. Ambedkar International Centre are as follows:

S. No.	Name	Designation	Mobile No.	E-mail
1.	Shri Pushpendra Rajput	JS (Admin)	9319788255	js.me-mohfw@nic.in
2.	Dr. Dheeraj Shah	Dir (NIHFW)	8851872472	director@nihfw.org
3.	Ms. Nidhi Kesarwani	Dir (Training)	9897508787	nidhikesarwani@nic.in
4.	Ms. Kavita Narayan	Sr. Technical Advisor	9650002244	narayan.kavita@nic.in
5.	Dr. Dharmendra Kumar Yadav	Nodal Officer	9559974339	drdkyadav@nihfw.org

Signed by Sushil Kumar  
Mishra

Date: 15-10-2024 12:18:24

(Sushil Kumar Mishra)

Under Secretary to the Government of India

Telefax: 011-23062959

To:

1. All JSs/EAs/Directors/Deputy Secretaries
2. Ms. Ankita Singh, Deputy Secretary, Capacity Building Commission (CBC)
3. Concerned Officers
4. All MDO leaders via e-mail with request to encourage the officials of their Organisation to download the mobile application of iGOT Karmayogi mobile app and to actively participate in the National Learning Week - Karmayogi Saptah from 19-10-2024 to 25-10-2024, a joint initiative of DoP&T, CBC and KB by consuming the above

mentioned courses within the campaign period..

Copy to:

All the officers/officials of the MoHFW through e-office Notice Board with request to download the mobile application of iGOT Karmayogi mobile app and to actively participate in the National Learning Week - Karmayogi Saptah from 19-10-2024 to 25-10-2024, a joint initiative of DoP&T, CBC and KB by consuming the above mentioned courses within the campaign period.