

No. T-16017/04/2023 – TFA  
Government of India  
Ministry of Personnel, P.G. and Pensions  
Department of Personnel and Training  
(Training Division)  
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Old JNU Campus, New Delhi.  
Dated the 24th May, 2024.

To:

Heads of all State/ UT ATIs  
(as per the enclosed list)

Subject: Revised modalities for Implementation of Comprehensive Online Modified Module on Induction Training (COMMIT) through iGoT Karmayogi Platform – reg.

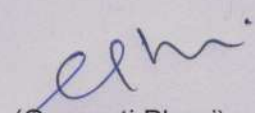
Sir/Madam,

I am directed to say that the implementation of Comprehensive Online Modified Module on Induction Training (COMMIT) had been further reviewed since all the 15 e-modules of COMMIT programme are now available on iGoT platform for consumption and to convey the revised modalities for the implementation of COMMIT through iGoT Karmayogi platform.

2. Further, the State/ UT ATIs shall continue to use the COMMIT programme purely in "Online Mode" instead of existing Blended Mode (comprising of one day orientation-cum-registration session in physical mode) and that **no financial assistance from FY 2024-25 onwards shall be provided by this Department in respect of COMMIT programme. However, in r/o the participants enrolled till 31.03.2024 this Department will reimburse the course fees** as per the modalities mentioned in this Department's letter of even number dated 08.08.2023 (copy enclosed).
3. State/ UT ATIs need not seek approval from this Department for the conduct of COMMIT programme for registration of State Government/UT Administration functionaries and may cover as many as may be feasible under COMMIT programme.
4. State/ UT ATIs are requested to get the customised COMMIT programme (State/UT-wise) stitched for better monitoring and record keeping purposes. They are also advised to utilize the other courses/content available on iGOT Platform in any other programmes organised.
5. For any technical assistance in creation of the State/UT specific COMMIT programme, registration of participants, etc., the iGoT Karmayogi Bharat team may be consulted.
6. All the State/ UT ATIs are requested to take note of these revised modalities.

Encl: As above.

Yours faithfully,

  
(Oruganti Phani)  
Under Secretary to the Govt. of India

No. T-16017/04/2023-TFA (C.No. 3177224)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
(Training Division)

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Old JNU Campus, New Delhi  
Dated the 08<sup>th</sup> August, 2023.

To

Heads of all State / UT ATIs  
(As per the enclosed list)

Subject: Alignment of Comprehensive Online Modified Module on Induction Training (COMMIT) programme of Training for All Scheme with Mission Karmayogi – regd.

Sir/ Madam,

I am directed to say that the Department of Personnel and Training (DoP&T) has been implementing the central Sector Scheme, namely "Training For All (TFA)" aimed at capacity building of all Government officials at National and State levels through appropriately designed training interventions.

2. Under this Scheme, Comprehensive Online Modified Module on Induction Training (COMMIT) - a blended training programme was launched in June, 2017 as a component under the TFA Scheme. COMMIT programme had been implemented through the LRC platform (English Version) and Telugu Version on LMS of Dr. MCR HRDIT.

3. The Government of India had launched the National Programme for Civil Services Capacity Building (NPCSCB) – Mission Karmayogi, with the aim of developing a citizen-centric and future-ready civil service through democratized and competency-led capacity building. It has been decided to implement COMMIT programme through iGOT – Karmayogi Platform (<https://igotkarmayogi.gov.in/>).

4. Further, to link the release of funds for the COMMIT programme to the outcomes, it has been decided to link release of funds to actual completion of the online component of the COMMIT programme by enrolled participants. Accordingly, funding pattern and release of funds has been revised.

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5. Therefore, the revised modalities for the implementation of the COMMIT programme through iGOT-Karmayogi Platform (as per **Annexure**) are being issued.

6. All States/UT ATIs are requested to take note of these revised modalities (Annexure) and comply accordingly.

Encl: Annexure

Yours faithfully,



(B Ginkhan Mang)

Under Secretary to the Govt. of India

**Implementation of Comprehensive Online Modified Module on Induction Training (COMMIT) programme from iGOT – Karmayogi platform - Revised Modalities**

1. Scope: Newly Recruited frontline functionaries of the State/ UT Governments (0-5 years) who have received no induction training.
2. COMMIT programme shall be implemented through the iGOT – Karmayogi platform(<https://igotkarmayogi.gov.in/>).
3. The ATIs shall onboard themselves as CBP providers on the iGOT – Karmayogi platform. **iGOT CBP Portal User Manual** is enclosed.
4. Registration / Enrollment of participants shall be done on the iGOT – Karmayogi platform. **KarmayogiPortal Signup Manual** is enclosed. ATIs shall facilitate registration/ enrollment of participants.
5. Structure of the COMMIT programme shall remain the same, that is, 15 – modules/courses (12 Generic and 03 Domain Specific) totaling to 28 hours.
6. The ATIs shall implement the programme only in respect of the number of participants they would be able to cover in that financial year. The expression ‘coverage’ implies completion of all the modules/ courses by all the enrolled participants from the iGOTKarmayogi platform. The ATIs, keeping this in mind, shall submit the proposals accordingly.
7. As per the existing modalities, the ATIs shall ensure that the registered / enrolled participants complete 3 (three) e-Modules/ Courses on soft skills during one day (8 hours) orientation-cum-registration session in the presence of the course director / nodal officer.
8. The participants shall complete the remaining 12 modules from the iGOT – Karmayogi platform in 60 days time thereafter.
9. There are assessment questionnaire at the end of each course of the COMMIT programme. On obtaining prescribed percentage/ score (i.e. 60%) to clear the assessment test, certificates to the participants shall be generated on iGoTKarmayogi platform online.
10. Funding pattern: The course fee continues to be fixed as Rs.1,500/- per participant. In addition of the course fee, honorarium @ Rs.50,000/- for every 2,000 participants (i.e. Rs.25/- for each enrolled participant) shall be provided towards technical assistance.

11. Release of Funds : Funds shall be reimbursed to the ATIs on quarterly basis in two varied installments:
  - (a) First Installment: After enrolment & completion of 3 online modules from iGOTKarmayogi platform during one day orientation-cum-registration session to be held at the concerned ATI, Rs.1000/- per participant shall be released. The payment shall be reimbursed on the basis of an interim report to be submitted by the ATI after conduct of one day orientation-cum-registration session. The ATI shall provide details of participants (name, mobile no., email ID, Department etc.) in respect of whom, first installment is sought; and
  - (b) Second Installment: After completion of all 15 courses of the COMMIT programme from iGOT-Karmayogi platform by the participants, Rs.525/- per participant shall be released in respect of number of participants (i.e. balance course fee @ Rs. 500/- per participant and honorarium to technical personnel calculated @ Rs. 25/- per participant). The payment shall be reimbursed on the basis of the report to be submitted by the ATI and the online data as regards completion of the programme by the participants.
12. Funds will be routed to ATIs on reimbursement basis through Central Nodal Agency (CNA) System.
13. The reimbursement shall be limited to the number of participants covered by the ATI in that particular FY for which proposals are received.
14. **Roll over of approvals given shall not be allowed to the next financial year** (carry forward of approved number of participants to next Financial Years shall not be allowed).
15. The ATIs shall submit a year-wise Programme Completion Report at the end of the FY.

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