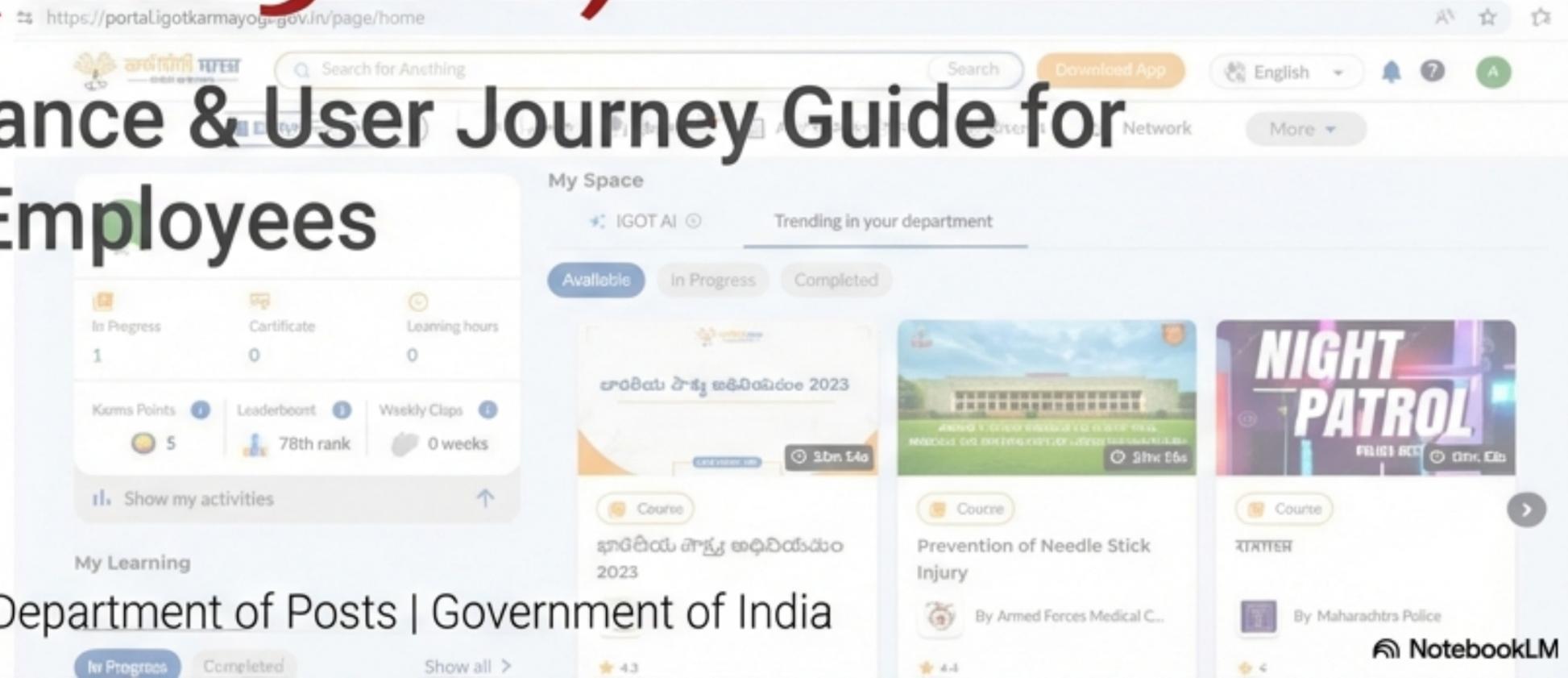


Mandatory iGOT Course Completion & Assessment (2025-26)

A Comprehensive Compliance & User Journey Guide for Department of Posts Employees



Training Division, Department of Posts | Government of India

The Mandate: Training is Now Linked to Your Performance Appraisal

Compliance is mandatory for the reflection of training status in your APAR for 2025-26.



1. Verify

Update iGOT profile. Group & Designation must match Annexure III exactly.



2. Learn

Complete 6 assigned courses. Minimum 50% completion required for credit.



3. Qualify

Pass the Comprehensive Assessment. Requires completing 3 pre-requisite courses first.

Scope

Applicable to all Departmental Employees (Group A, B, and C). Excludes GDS and Contractual Staff.

Critical Timeline for 2026 Compliance



Note: Status is fetched automatically for SPARROW users; generated by MDO for others.

Step 1: The Green Tick Verification

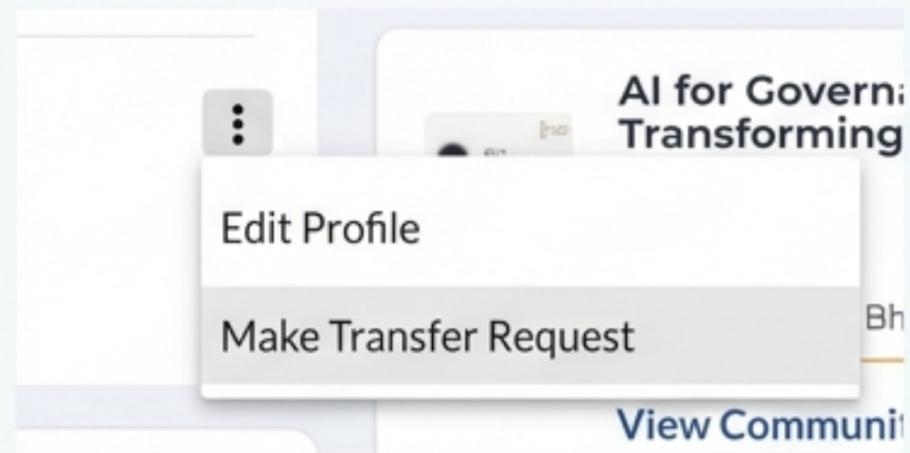
Your training progress will not be recorded if your profile is unverified.



Hemendra Singh (hemendrasingh_cowb)
Inspector Posts | Postal Directorate

Actionable Steps

1. Log in to <https://portal.igotkarmayogi.gov.in>
2. Navigate to your Profile.
3. Verify the Green Tick appears next to your name.
4. **CRITICAL:** Ensure 'Group' and 'Designation' match the official mapping in Annexure III exactly.
Incorrect mapping = No APAR credit.



Select all the fields to make transfer request.

Current organization *
Delhi Postal Circle

Target organization *
[Select organization]

Group *
Group B

Designation *
Inspector Posts

ⓘ If you make a transfer request, your profile will need verification again.

[Cancel](#) [Submit request](#)

Step 2: Mapping Your Office (MDO)

Do not select the generic 'Department of Posts' as your organization.

The Golden Rule: You must map yourself to your specific administrative jurisdiction (MDO).

Correct Examples: Delhi Postal Circle, Postal Training Centre Mysore, CEPT.

Incorrect Example: Department of Posts (Users cannot be transferred to the generic department node).

How to Fix:

- Click the three dots (:) next to your name -> Select 'Make Transfer Request'.
- Choose the correct MDO (Circle/Region/Unit).
- Submit for approval.

Curriculum: Group A (Senior Management)

Target Audience: PMG, DDG, GM, Directors, Senior Architects, Chief Engineers, and equivalent.

Domain

- Post Office Regulations, 2024 (3h 52m)
- MIS Reports under Advance Postal Technology 2.0 (50m)

Functional

- Data Driven Decision Making for Government (2h 30m)
- Evidence Based Policy Making (1h 38m)

Behavioral

- Critical Thinking (1h 51m)
- Purpose Driven Leadership (1h 55m)

Insight: Focus: High-level policy, data usage, and strategic leadership.

Curriculum: Group B (Operational Management)

Target Audience: Superintendent of Posts/RMS, Assistant Directors, ASPs, Inspectors, Engineers, Sr. Accounts Officers.

Domain

- Post Office Regulations, 2024
- MIS Reports under APT 2.0

Functional

- Fundamentals of Public Policy
- Procurement of Goods and Services

Behavioral

- Moral Thinking for Action (Ethics)
- Effective Communication

Insight: Focus: Regulatory compliance, procurement rules, and ethical administration.

Curriculum: Group C (Admin & Clerical Staff)

Target Audience: Postal/Sorting Assistants, Accountants, Stenographers, LSG/HSG Officials, LDC/UDC.

Domain

- Post Office Regulations, 2024
- Know Your Ministry - Department of Posts

Functional

- Communication for Citizen Centricity
- Conduct Rules

Behavioral

- Overview of Gender Sensitization
- Effective Communication

Insight: Focus: Understanding the department, conduct rules, and customer interaction.

Curriculum: Field Staff & Multi-Tasking Staff

Target Audience: Postman, Mail Guard, Staff Car Driver, Artisan, MTS, Canteen Staff.

Common Core Courses

1. Know Your Ministry
2. Citizen Centric Services Offered by India Post (Replaced by 'Multi Tasking Karmayogi – Dakshta' for MTS staff)
3. Developing a Customer-Centric Culture
4. Conduct Rules
5. Gender Sensitization
6. Developing Effective Soft Skills

MTS Specific: 'Multi Tasking Karmayogi – Dakshta' (5h 31m) replaces Citizen Centric Services.

Insight: Focus: Soft skills, gender sensitization, and service culture.

The Final Hurdle: Comprehensive Assessment

Completing the videos is not enough. You must pass the exam to log your APAR credit.



The Assessment unlocks **ONLY** after completing the 3 specific pre-requisite courses for your role.



50
Questions



1 Hour



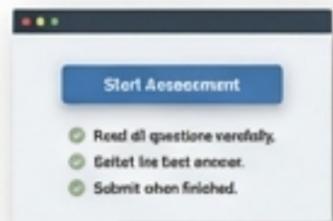
Pass: 50%



No Negative
Marking



10 Attempts
Allowed



Your Assessment Syllabus

The Comprehensive Assessment tests you on these 3 specific courses based on your role.

Role/Designation	The 3 Syllabus Courses
Senior Mgmt (PMG/DDG)	PO Regs 2024 + MIS Reports + Purpose Driven Leadership
Director Level	PO Regs 2024 + MIS Reports + Art of Storytelling
Mid-Mgmt (ADG/SSP/Dy Dir)	PO Regs 2024 + MIS Reports + Effective Communication
Ops Leaders (PS Grp B/ASP/IP/SO)	PO Regs 2024 + MIS Reports + Conduct Rules
Staff (PA/SA/HSG/LSG)	PO Regs 2024 + Conduct Rules + Gender Sensitization
MTS/Canteen	Dakshata + Conduct Rules + Gender Sensitization
Field (Postman/Driver)	Customer-Centric Culture + Conduct Rules + Gender Sensitization

Troubleshooting & Support

Cannot Login?

-  • **Method A:** Login with Email & Password.
-  • **Method B:** Login with OTP (Registered Mobile Number).
-  • **Method C:** Try alternate email/numbers used in the past.

Profile Data Mismatch?

-  • If your CSI ID, Mobile, or Designation is incorrect and uneditable, contact your Circle iGOT Cell immediately.
-  • **Note:** Circles are conducting a 'Special Drive' for verification. Ensure your details are sent to your MDO.

Support Email: missionkarmayogi.dop@indiapost.gov.in

Your Compliance Checklist

- Login:** Access iGOT Karmayogi (Web or App).
- Verify:** Profile shows 'Green Tick' and correct Designation/Group.
- Map:** MDO is set to specific Circle/Unit (Not 'Dept of Posts').
- Phase 1:** 1 Course completed by 15 Feb.
- Phase 2:** 3 Courses completed by 01 Mar.
- Complete:** All 6 Courses completed by 31 Mar.
- Qualify:** Comprehensive Assessment passed (>50%) by 31 Mar.

Compliance ensures your APAR reflects your true performance.