



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata-700001

Ref. No. IT-MISC/3/2025-IT Cell/

Dated 06.04.2026

CIRCULAR

Sub: "Mission Karmayogi – SADHANA Saptah" to be organized from 02.04.26 to 08.04.26

With reference to the Office Memorandum No. A-42012/1/2026-CM&T dated 24.03.2026 (copy enclosed) issued by the Under Secretary (CM&T Cell), Department of Commerce, Ministry of Commerce & Industry, Government of India on the subject cited above, this is to mention that the National Learning Week "Mission Karmayogi – SADHANA Saptah" is to be observed **from 02.04.2026 to 08.04.2026** by all the institutions.

As per instructions received from DoPT and Capacity Building Commission, all officials of Tea Board are hereby requested to complete at least 4 (four) hours of role-aligned learning during the week through iGOT Karmayogi platform.

(P. G. Boro)
Assistant Secretary

Encl: As stated

Distribution:

1	All HoDs in Head Office, Kolkata (excepting Dy. Chairman)	With the request to bring the content of this Circular amongst all concerned working under them.
2	Executive Director, Guwahati & Coonoor	
3	All Regional/Sub-Regional Offices of the Board	
4	PAs to Deputy Chairman/FA&CAO/DTD/ Secretary	
5	IT Cell	With the request to upload in the Board's website.
6	Estt. Branch	With spare copies.

MOST IMPORTANT

No. A-42012/1/2026-CM&T
Government of India
Ministry of Commerce & Industry
Department of Commerce
(CM&T Cell)

Udyog Bhawan, New Delhi
Dated the 24th March, 2026

OFFICE MEMORANDUM

Subject: "Mission Karmayogi - SADHANA Saptah" to be organized from 02.04.26 to 08.04.26.

The undersigned is directed to forward copy of D.O.letter dated 19.03.2026 from the Secretary, DoP&T and to say that as per instructions received from Department of Personnel & Training (DoPT), the **National Learning Week "Mission Karmayogi - SADHANA Saptah" is to be observed by all the institutions from 2nd to 8th April 2026.** The SADHANA SAPTAH is envisaged as a focused period during which government employees engage in online learning over IGOT and discuss/ reflect upon the subject of learning with focus on governance, institutional capacity building and public service delivery. The guidelines outlining the activities to be undertaken during the week by all institutions are as below:-

(i) All employees under each Ministry/Department/Organization are requested to complete at least four hours of learning on the IGOT Karmayogi platform during the week, aligned with their roles and responsibilities. Capacity building in AI being a key focus area of the government, employees may, in particular, be encouraged to learn about AI with the help of courses available on IGOT. An indicative list of courses on AI available on IGOT is being attached for your reference **(Annexure-I)**. The employees must build functional and behavioral competencies by completing advance-level courses available free of cost on the IGOT Marketplace. An indicative list of courses has been attached for reference **(Annexure II)**.

(ii) As the last date for completion of Mandatory courses for the APAR Cycle has been extended to 30.04.2026, all Officers/officials/officials are to complete their mandatory courses and comprehensive assessment during the SADHANA Saptah, which shall also be counted for the four hours of role-aligned learning on the IGOT Karmayogi platform, as described above.

2. In this regard, all the Officers/Officials are kindly requested to

adhere to the above activities scheduled during the aforesaid period and ensure effective observance of the Learning Week in letter and spirit.

3. This issues with the approval of the Competent Authority

Mahender Kumar
(Mahender Kumar) 24/3/26

Under Secretary to the Government of India
Tel.No.2306 8479

To

1. All Officers and Officials of DoC (Through E-Office Notice Board)
2. All the Heads and Administrative Officers of Attached/Subordinate/Organisations under DoC - It is requested to circulate the above among the officers and officials in your respective organisations for information and compliance. Action taken may please be reported to this Division immediately.

Indicative List of AI courses

Annexure I

Sl. No.	Course Name	Course provider	Duration	Source	Level
1	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins	iGOT	Intermediate
2	Large Language Models: Concepts and Applications	IIT Hyderabad	1h 31 mins	iGOT	Beginner
3	Deep Tech and India	ORF	53 mins	iGOT	Intermediate
4	AI in Government: Transforming Public Service Delivery	Indian Institute of Science (IISc) Bengaluru	1h 16 mins	iGOT	Beginner
5	Artificial Intelligence for Karmayogis	Karmayogi Bharat - Fractal	1h 34 mins	iGOT	Beginner
6	YUVA AI for All	India AI Mission	3h 50 mins	iGOT	Beginner
7	Fundamentals of Generative Artificial Intelligence	IIT Madras	58 mins	iGOT	Beginner
8	Introduction to Artificial Intelligence	IIT Madras	1h 2 mins	iGOT	Beginner
9	AI Applications in Government	NeGD	1h 8 mins	iGOT	Intermediate
10	आर्टिफिशियल इंटेलिजेंस की मूल बातें: सीखना अनुप्रयोग और नैतिकता	Microsoft	1h 34 mins	iGOT	Beginner
11	प्रशासन के लिए उत्तरदायी एआई का उपयोग	Wadhvani Foundation	44 mins	iGOT	Beginner
12	सुशासन में एआई नैतिकता	Wadhvani Foundation	1h 13 mins	iGOT	Beginner
13	Artificial Intelligence in Finance	XLRI	1h 44 mins	iGOT	Beginner
14	Core Areas of Artificial Intelligence	IIT Madras	45 mins	iGOT	Beginner
15	युवा एआई फॉर ऑल	India AI Mission	3h 50 mins	iGOT	Beginner
16	Advanced Prompt Engineering for Everyone	Vanderbilt University	8h 40 mins	iGOT Marketplace/ Coursera	Intermediate
17	Build and Execute an Organisational AI Strategy	Coursera	5h 52 mins	iGOT Marketplace/ Coursera	Intermediate
18	AI for Education (Intermediate)	Kennesaw State University	5h 25 mins	iGOT Marketplace/ Coursera	Intermediate
19	AI for Energy and Biomedical Applications	University of Michigan	6h 49 mins	iGOT Marketplace/ Coursera	Intermediate

Indicative list of iGOT Marketplace Courses

S. No.	Course Name	Course Provider /Author	Course Link
1.	Strategy and Game Theory for Management	IIM Ahmedabad	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471829986787328184
2.	Leadership Skills	IIM, Ahmedabad	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471828231954432176
3.	Law, Governance, and Public Policy	O.P.Jindal Global University	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471817693544448133
4.	Introduction to Quantum Information	Korea Advanced Institute of Science and Technology (KAIST)	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471836936683520192
5.	Negotiation Fundamentals	ESSEC Business School	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471842702008320196
6.	Analysis and Interpretation of Large-Scale Programs	Johns Hopkins University	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471819367686144139
7.	Build and Execute an Organisational AI Strategy	Coursera Instructor Network	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471818487185408124
8.	Forest Carbon Credits and Initiatives	Michigan State University	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471830248448000156

9.	Design Thinking and Predictive Analytics for Data Products	University of California San Diego	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471831709081600161
10.	Effective Engagement of Civil Society in Development	Erasmus University Rotterdam	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471826132869120165
11.	Blockchain Platforms	University at Buffalo, The State university of New York	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471819373109248140
12.	Trade and Investment: Evidence-based policies for development	Erasmus University, Rotterdam	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471816782184448129
13.	Foundations of Cybersecurity	Google	https://portal.igotkarmayogi.gov.in/app/toc/ext/ext_114471827688087552171