



**OFFICE MEMORANDUM**

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Subject: Celebrating the 5<sup>th</sup> Foundation Day of Capacity Building Commission by organizing "Karmayogi Sadhana Saptah" in RIMS, Imphal – reg.

**No. GEN/IGOT/1/2025-ESTSec:**

As per the Ministry of Health & Family Welfare O.M.No.A-11033/13/2026-Trg dated 24.03.2026, regarding the celebration of "Sadhana Saptah" to commemorate the 5<sup>th</sup> Foundation Day of the Capacity Building Commission (CBC), it is hereby directed that all regular employees of RIMS, Imphal, who are registered on the iGOT portal, are mandatorily required to participate in the "Sadhana Saptah" scheduled from 2<sup>nd</sup> April to 8<sup>th</sup> April, 2026.

2. In this regard, it has been decided that all the concerned employees of RIMS, Imphal shall mandatorily participate in the said programme and complete a minimum of **4+ hours of learning** on the iGOT Karmayogi Portal. They are required to complete at least **two courses (including AI and Cybersecurity)** on the iGOT platform. The course completion shall be aligned with individual capacity building and APAR goals. The Ministry has also shortlisted certain mandatory courses to be commenced within the week, as indicated in the ANNEXURE.

3. Accordingly, all Principals, Heads of Departments (HODs), and Officers-in-Charge of various Colleges, Departments, Units, and Sections are requested to issue necessary instructions to all employees under their control, to ensure their participation in the programme during the aforesaid period.

4. This issues with the approval of the Director, RIMS, Imphal.

Signed by

Mecolt Rajkumar Singh

Date: 31-03-2026 18:18:25

(R.K. Mecolt Singh)

Deputy Director (Admn.)

Copy to:-

1. The P.S. to Director.
2. The Medical Supdt., RIMS Hospital, Imphal.
3. The Dean (Academics), RIMS, Imphal.
4. All Heads of Departments/Sections/Units, RIMS, Imphal.
5. The Principals, Dental College/College of Nursing, RIMS, Imphal.
6. The P.S. to Deputy Director (Admn.) and CAO/FA, RIMS, Imphal.
7. Librarian i/c, Central Medical Library, RIMS, Imphal.
8. The Chief Nursing Officer i/c, RIMS, Imphal.
9. Asst. Engineer (Civil)/(Elect.), RIMS, Imphal.
10. All Section Officers, RIMS & RIMS Hospital, Imphal.
11. All Hostel wardens, RIMS, Imphal.
12. Stewards/Caretaker, RIMS, Imphal.
16. Stores, RIMS, Imphal.
17. The System Administrator, RIMS, Imphal- *for uploading the above order and to send by email to all concerned.*

**Note: Sl. Nos. 3 to 16 are requested to bring this Notice to the knowledge of their subordinate staffs.**

## Recommended Artificial Intelligence (AI) Courses on iGOT

Role & Level*	S. No.	Course Name	Course Provider	Duration
<b>JS &amp; Above or equivalent Pay Level</b>	1	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins
	2	Large Language Models: Concepts and Applications	IIT Hyderabad	1h 31 mins
	3	Deep Tech and India	ORF	53 mins
	4	Advanced Prompt Engineering for Everyone	Vanderbilt University	8h 40 mins
	5	Build and Execute an Organisational AI Strategy	Coursera	5h 52 mins
<b>Directors &amp; Deputy Secretaries or equivalent Pay Level</b>	1	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins
	2	AI in Government: Transforming Public Service Delivery	IISc Bengaluru	1h 16 mins
	3	Build and Execute an Organisational AI Strategy	Coursera	5h 52 mins
	4	Core Areas of Artificial Intelligence	IIT Madras	45 mins
	5	Advanced Prompt Engineering for Everyone	Vanderbilt University	8h 40 mins
<b>Under Secretaries or equivalent Pay Level</b>	1	YUVA AI for All	India AI Mission	3h 50 mins
	2	Artificial Intelligence for Public Governance	Kyndryl & Data Security Council of India	2h 42 mins
	3	Responsible AI in the Generative AI Era	Fractal	1h 44 mins
	4	Fundamentals of Generative Artificial Intelligence	IIT Madras	58 mins
	5	AI in Government: Transforming Public Service Delivery	IISc Bengaluru	1h 16 mins
<b>SO/ASO or equivalent Pay Level</b>	1	YUVA AI for All	India AI Mission	3h 50 mins
	2	Responsible AI in the Generative AI Era	Fractal	1h 44 mins
	3	GenAI for Everyone	Fractal	4h 34 mins
	4	Introduction to Artificial Intelligence	IIT Madras	1h 2 mins
	5	AI Applications in Government	NeGD	1h 8 mins
<b>MTS &amp; Others or equivalent Pay Level</b>	1	YUVA AI for All	India AI Mission	3h 50 mins
	2	Introduction to Emerging Technologies	Wadhvani Foundation	1h 22 mins

	3	Artificial Intelligence (AI) – Hindi	Microsoft	1h 35 mins
	4	Basics of Artificial Intelligence: Learning, Applications & Ethics (Hindi)	Microsoft	1h 34 mins
	5	Future of Artificial Intelligence	RCVP Noronha Academy, MP	1h 7 mins

### Recommended Cybersecurity Courses on iGOT

Role & Level	S. No.	Course Name	Course Provider	Duration
<b>JS &amp; Above or equivalent Pay Level</b>	1	Cybersecurity	upGrad	2h 56 mins
	2	Foundations of Cybersecurity	Google	10h 10 mins
	3	Cybersecurity Fundamentals for Leaders	NeGD	51 mins
<b>Directors &amp; Deputy Secretaries or equivalent Pay Level</b>	1	Cybersecurity	upGrad	2h 56 mins
	2	Foundations of Cybersecurity	Google	10h 10 mins
	3	Cybersecurity (Intermediate Level)	IIT Madras	1h 25 mins
<b>Under Secretaries or equivalent Pay Level</b>	1	Emerging Technologies and Security	IIT Madras	44 mins
	2	CERT-In and Fundamentals of Cyber Hygiene	NeGD	1h 10 mins
	3	Cybersecurity (Intermediate Level)	IIT Madras	1h 25 mins
<b>SO/ASO or equivalent Pay Level</b>	1	Emerging Technologies and Security	IIT Madras	44 mins
	2	Cybersecurity (Basic Level)	IIT Madras	1h 24 mins
	3	CERT-In and Fundamentals of Cyber Hygiene	NeGD	1h 10 mins
<b>MTS &amp; Others or equivalent Pay Level</b>	1	Cybersecurity (Basic Level)	IIT Madras	1h 24 mins
	2	Staying Safe in Cyberspace	CRPF	2h 10 mins
	3	Cyber Hygiene Essentials	JRRPF Academy	1h 53 mins

*\*Employees benefiting from MACP shall undertake courses equivalent to the respective designations*