



संघ राज्य प्रशासन, लद्दाख

THE ADMINISTRATION OF  
UNION TERRITORY OF LADAKH

सामान्य प्रशासन विभाग

GENERAL ADMINISTRATION  
DEPARTMENT

F. No.: M / 404 / 2021 - GAD SEC

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यूटी सचिवालय / UT Secretariat  
लेह / Leh, Dated: 13/ 11 /2024

**Subject: Nomination of MDO Leader / Nodal Official for registration / on-boarding on iGOT Platform ... reg.**

- Reference: 1. MoU between The Administration of UT of Ladakh and Capacity Building Commission & Karmayogi Bharat, DoPT, Govt. of India  
2. Circular No. 16-LA(GAD) of 2024 date:11.11.2024 issued by GAD, Ladakh.

**Circular No.: 17 - LA(GAD) of 2024  
Dated: 13. 11. 2024**

In reference to the Circular dated 11.11.2024, the General Administration Department has requested all Officers and officials of the Administration of UT of Ladakh to register on the iGOT (Integrated Government Online Training) Portal of Mission Karmayogi Bharat by or before 30th November, 2024.

To simplify the registration and on-boarding process for employees on the iGOT portal, it is required that all Departments, Offices and Organizations nominate their respective MDO Leaders / Nodal Officials. The nominated Officials should submit the details to this Department in the prescribed **Excel format (attached)** for assigning the role of MDO Leader.

The role and responsibilities of the MDO Leader / Nodal Official is to include the bulk onboarding of employees within their Department / Organization on the iGOT platform. This will involve compiling the following employee details:

- (i) Full Name
- (ii) Designation
- (iii) Contact Number
- (iv) Group
- (v) Date of Birth
- (vi) E-mail ID (preferably with domain *nic.in* or *gov.in*, if available)

**(Sandeep Singh), JKAS**  
Under Secretary  
General Administration Department

**Copy to the: -**

1. *All Administrative Secretaries, UT Administration of Ladakh.*
2. *Director General of Police, Ladakh.*
3. *All Director / HoD / Chief Engineer / Registrar, UoL*
4. *Director (NIC), Ladakh.*
5. *Sh. Vinayak Sen, Programme Officer, iGOT Karmayogi, DoPT, Govt. of India for assigning the role of State / UT Admin.*
6. *Private Secretary to Advisor to Lt. Governor, UT Ladakh for information of Advisor to Hon'ble Lieutenant Governor.*
7. *Concerned Official for compliance.*