



संघ राज्य प्रशासन, लद्दाख

THE ADMINISTRATION OF
UNION TERRITORY OF LADAKH

सामान्य प्रशासन विभाग

GENERAL ADMINISTRATION
DEPARTMENT

F. No: M / 2007 / 2024 - GAD SEC

ई-मेल/email:

gad.utladakh@ladakh.gov.in

यूटी सचिवालय/UT Secretariat

लेह/Leh, Dated: 11.02.2026

Subject: Constitution of UT Level Capacity Building Unit (UTL-CBU) in UT of Ladakh.

Reference: D. O Letter No. 10-20/2025 – CBC dated: 18th November, 2025 from
Chairperson, Capacity Building Commission, New Delhi.

Order No. 81 – LA (GAD) of 2026
Dated: 11 – 02 - 2026

In the interest of the Administration, sanction is hereby accorded to the constitution of UT Level Capacity Building Unit (UTL-CBU) for preparation of comprehensive Capacity Building Plan (CBP) in coordination with Capacity Building Commission (CBC) and Mission Karmayogi Bharat in UT Ladakh.

The committee shall comprise of following members;

| | | |
|----|---|------------------|
| 1. | Chief Secretary, UT of Ladakh | Chairperson |
| 2. | Administrative Secretary (Health & Medical Education), UT of Ladakh. | Member |
| 3. | Administrative Secretary (Housing & Urban Development), UT of Ladakh. | Member |
| 4. | Administrative Secretary (Social & Tribal Welfare and Rural Development & Panchayat Raj), UT of Ladakh | Member |
| 5. | Administrative Secretary (Transport and Agriculture), UT of Ladakh | Member |
| 6. | Administrative Secretary (School Education, Higher Education and Technical Education & Skill Development), UT of Ladakh | Member |
| 7. | Administrative Secretary, General Administration Department, UT of Ladakh | Member Secretary |

11.02.26

2. The CBC State Nodal Officer (Policy Maker) and i-GOT State Nodal Officer (Technical Support) shall be associated with the UTL-CBU to provide the desired level of support.

The Additional Secretary/Deputy Secretary/ Under Secretary/OSD of respective Administrative Department shall be the Nodal Officer for the single point of contact within their line department.

3. The mandate and responsibilities of the UTL-CBU, as outlined by the Capacity Building Commission (CBC), will be as follows;

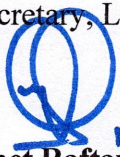
- (i) Conduct Capacity Needs Analysis (CAN) using the Karmayogi Competency Model to map roles and identify competency gaps.
- (ii) Developing and implementing the Annual Capacity Building Plan (CBP) through i-GOT and in-person interventions.
- (iii) Collaborating with CBC, national level institutions, and state ATIs for designing tailored interventions and rolling out large-scale behavioral programme.
- (iv) Strengthening state training institutions by integrating regional language content, mandating structured training hours, and leveraging digital platforms for delivery.

By the order of Administration of UT of Ladakh.

Sd/
(Michael M. D'Souza) IAS
Administrative Secretary
General Administration Department

Copy also to the:

1. All Administrative Secretaries, UT of Ladakh.
2. Deputy Commissioner, Leh and Kargil.
3. Director (IT), NIC, Ladakh.
4. Nodal Officer of respective Administrative Department, Ladakh.
5. Programme Coordinator, CBC, New Delhi.
6. Under Secretary to Lt. Governor, UT of Ladakh, for kind information of the Hon'ble Lt. Governor, Ladakh.
7. OSD to Chief Secretary, UT of Ladakh, for information of Chief Secretary, Ladakh.


(Jigmet Raftan), JKAS
Deputy Secretary
General Administration Department