

Confidential

**Government of Odisha**

**General Administration & Public Grievance (SE) Department**

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No. 64 /SE

dt. 18.01.2025 /

GAD-SEB-MISC-0001-2025

From

Shri Sashank Sekhar Dash

Additional Secretary to Government

To

All Additional Chief Secretaries/Principal Secretaries/Commissioner-cum-Secretaries/All Heads of Departments/All RDCs/All Collectors & District Magistrates.

Sub: Annual Performance Appraisal Report - Introduction of "iGOT Karmayogi" parameter in the Annual Performance Appraisal Report of Government employees.

Sir,

I am directed to say that after careful consideration, the Government have been pleased to incorporate the "iGOT Karmayogi" parameter of work assessment of Government servants in the Annual Performance Appraisal Report from the PAR period **2025-26**.

It is hereby directed to all the authorities in the remarks recording chain to assess and evaluate the ORU(Officer Reported Upon)'s work performance, by taking successful completion of a minimum of 20 hours of I-GOT training annually in the online module.

Benchmark for assessment in his/her PAR as per the number of hours of training completed successfully through IGOT is as follows:-

- 1 mark - For completion of 4 hours successfully.
- 2 marks - For completion of 8 hours successfully.
- 3 marks - For completion of 12 hours successfully.
- 4 marks - For completion of 16 hours successfully.
- 5 marks - For completion of 20 hours and more successfully.

In this regard, a separate column is being added (in a relative scale of 1-5) by the CMGI for this purpose in the format of the e-PAR module of the HRMS portal in respect of the Group-A & B officers of the State Government and shall be reflected in the online PAR format.

This may be brought to the notice of all concerned authorities under your control.

Yours faithfully,

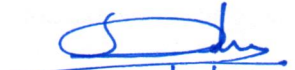
  
18/01/2025

Additional Secretary to Government

Memo No 65 /

dt. 18.01.2025 /

Copy forwarded to Private Secretary to Chief Minister, Odisha /Private Secretary to Chief Secretary, Odisha for information.

  
18/01/2025

Additional Secretary to Government

Memo No 66 /

dt. 18.01.2025 /

Copy forwarded to Private Secretaries to all Ministers, Odisha for kind information of respective Hon'ble Ministers.

  
18/01/2025

Additional Secretary to Government

Memo No 67 /

dt. 18.01.2025 /

Copy forwarded to the Executive Director, CMGI, Odisha, Bhubaneswar for information and necessary action to add a column which is meant for the Reporting Authority to assess the work output, attributes and functional competencies in a relative scale of 1-5 . The Officials of CMGI assured that the training hours and training courses can be reflected in the PARs of each Government employee in real time, thus making it convenient for all the Authorities to assess and grade accordingly.

  
18/01/2025

Additional Secretary to Government

Memo No 68 /

dt. 18.01.2025 /

Copy (5 spare copies) forwarded to Library of G.A. & P.G. Department/All Sections of GA & PG (S.E.) Department for information and necessary action.

  
18/01/2025

Additional Secretary to Government