

भारतीय लेखापरीक्षा और लेखा विभाग
प्रधान निदेशक लेखापरीक्षा का कार्यालय
पूर्व रेलवे, कोलकाता
14, स्ट्रैंड रोड, न्यू कोयलाघाट बिल्डिंग (5वीं मंजिल)
कोलकाता -700001



INDIAN AUDIT AND ACCOUNTS DEPARTMENT
OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT
EASTERN RAILWAY, KOLKATA
14, STRAND ROAD, NEW KOILAGHAT BUILDING
(5th FLOOR), KOLKATA-700001

CIRCULAR NO. 22

Please find enclosed herewith Headquarters e-mail dated 10.06.2025 regarding mandatory Training on Public Procurement via i-GOT Portal. The officers can search the course on i-GOT Portal through the name of the course or by using the link indicated at email dated 10.06.2025. These courses are designed to enhance knowledge and operational competence in public procurement practices which will not only help in streamlining procurement in IA&AD, but also add value in auditing Public procurement.

Therefore, all Sr. AOs and AAOs are hereby requested to actively enroll in and complete the courses **mandatorily** through **i-GOT Portal** by **31.07.2025** and submit the completion report of the courses to Administration section. After completion of the courses a test will be conducted in the month of **August 2025** to assess the learning of the officers. This marks will be taken as Key Performance Indicator (KPI) for their APAR (Annual Performance Appraisal Report).

This issues with approval of the Pr. Director of Audit, Eastern Railway, Kolkata.

Encl: As stated.

Sd/-

Director/Administration

Memo. No. Admn/23-4C/iGOT Portal/2025/ 2892
Date- 23.06.2025

Copy forwarded for necessary information and action to:

1. The PS to Pr. Director of Audit, Eastern Railway, Kolkata.
2. The Steno Gr. II attached to Director (Administration) and Deputy Director (Construction), Eastern Railway, Kolkata.
3. The Sr. Audit Officer, all AAOs at HQrs, and Co-ord./Wing-II at LLH, ER/Kolkata.
4. The Sr. Divisional Audit Officers and Asstt. Audit Officers, HWH/ASN/SDAH/MLDT/ER/Kolkata.
5. Notice Board.
6. Circular Register.
7. O.L. Cell.

B. J. 23/06/2025
Sr. Audit Officer/Administration

From: "Training Division, CAG office" <kcbwing@cag.gov.in>

To: "cag-all-offices" <cag-all-offices@ismgr.nic.in>

Cc: "B K Mohanty" <mohantyBK@cag.gov.in>, "Jishnu J Raju" <jishnur@cag.gov.in>, "Suresh Kanvapuri" <saokcb@cag.gov.in>, "Hitika Kochar" <aao1kcb@cag.gov.in>, "Mayank Tripathi AAO Training Division" <aao2kcb@cag.gov.in>, "AAO Training Division Joydeep Mukherjee" <aao3kcb@cag.gov.in>, "PD HQRS" <pdhqr@cag.gov.in>, "MP Hemantha Kumar" <saoestablishment@cag.gov.in>, "Rohit Raj Kholia" <aaoestablishment@cag.gov.in>

Sent: Tuesday, June 10, 2025 2:31:33 PM

Subject: [Cag-all-offices] Mandatory Training on Public Procurement via i-GOT Portal and Submission of Quarterly Progress Reports



SUPREME AUDIT INSTITUTION OF INDIA
लाकहितार्थं सत्यमेव जयते
Dedicated to Truth in Public Interest

भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली – 110124
ज्ञान एवं क्षमता निर्माण अनुभाग

ई सं 37/फा सं 127 /के एंड सीबी विंग/2022

Dated: 10.06.2025

To,

All Heads of Department
Indian Audit & Accounts Department

Subject: Mandatory Training on Public Procurement via i-GOT Portal and Submission of Quarterly Progress Reports

महोदया/महोदय,

As you are aware Public Procurement constitute a significant proportion (20-22%) of total spending by the Government in India. Due to importance of this area, strengthening our officers' understanding and application of public procurement processes, in line with the evolving standards of transparency, efficiency, and accountability in public administration gains importance.

2. The competent authority has shortlisted the following courses on Procurement available on the i-GOT (Integrated Government Online Training) portal.

Sl.No	Course Name	Duration	Link of the course
1	Procurement of Works	1Hr 9m	https://portal.igotkarmayogi.gov.in/app/toc/do_113536022194569216125/overview
2	Procurement Services (Consultancy / non Consultancy)	2Hr 8m	https://portal.igotkarmayogi.gov.in/app/toc/do_1138976951627939841425/overview

3	Public Procurement Framework of GOI	1Hr 55m	https://portal.igotkarmayogi.gov.in/app/toc/do_1134970386480578561102/overview
4	Public Procurement of Goods	1Hr 7m	https://portal.igotkarmayogi.gov.in/app/toc/do_113695326810488832115/overview
5	Price Benchmarking and Negotiations in Public Procurement	1Hr 49m	https://portal.igotkarmayogi.gov.in/app/toc/do_114278364466036736110/overview

Note: The officers can search the course on iGOT Portal through the name of the course or by using the above link of the respective courses.

3. In this regard, all field offices are hereby requested to ensure that all AAOs and SAOs actively enroll in and complete the courses **mandatorily**. These courses are designed to enhance knowledge and operational competence in public procurement practices which will not only help in streamlining procurement in IA&AD, but also add value in auditing Public procurement.

4. To assess the learning of our officials, a test may be conducted by the HoDs for all those who have completed the courses and their marks may be sent to Knowledge & Capacity Building Wing for record. This marks will be taken as Key Performance Indicator (KPI) for their APAR.

5. It is further requested that each Field Office shall **submit a quarterly report** to the **Knowledge & Capacity Building Wing through the HoD** detailing:

- The total number and names of officers who have completed the course(s)
- The titles of the courses completed.
- The marks obtained in the assessment test post completion.

6. The first report should be submitted by **31.08.2025**, and subsequent reports should follow on a **quarterly basis** thereafter.

Kindly treat this matter with utmost priority and ensure timely compliance.

सादर

sd/-

बी के मोहंती
महानिदेशक (क्षमता निर्माण)
भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9 डीडीयू मार्ग नई दिल्ली 110124

❏ कृपया अति आवश्यक होने पर ही प्रिंट करें। प्रकृति को बचाने में सहयोग करें। ❏