

MOST URGENT

Department of Social Welfare
Govt. of NCT of Delhi
7th Floor, MSO Building, ITO
I.P. Estate, New Delhi-110002
(Administrative Branch)

F.44(240)/2025/DSW/Admn./

4195-4254

Dated:

18/03/2026

To,

The All DSWOs/Supdts./DDO/HOO of Homes/Institutions/Branches Incharges
DSW, New Delhi

Sub: Regarding Instructions regarding Updation of Email ID on SPARROW and IGOT
Karmayogi Portal.

Sir,

Please find enclosed herewith a letter dated 10.03.2026 issued by Section Officer (GAD/Admn.) (copy enclosed) along with the O.M. No. T-28/27/2025-iGOT Part (1) dated March 2026 (copy enclosed) issued by Under Secretary to the Govt. of India, Ministry of Personnel, Public Grievances and Pensions (Training Wing) regarding Instructions regarding Updation of Email ID on SPARROW and IGOT Karmayogi Portal vide which it is requested to kindly advise all employees under their administrative control to review and update their email IDs on the iGOT portal such that the same email id is used across across both platforms (IGOT and SPARROW) and compliance the directions/guidelines/ as per O.M. mentioned above and for take necessary action in the said matter.

This issues with the approval of Competent Authority.

Section Officer(Admin)/Link Officer

Encl: As above.

F.44(240)/2025/DSW/Admn./

4195-4254

Dated:

18/03/2026

Copy to:-

1. PPS to Additional Chief Secretary (SW), Department of Social Welfare, 7th Floor, MSO Building, ITO, New Delhi-110002.
2. PA to Director (SW), Department of Social Welfare, 7th Floor, MSO Building, ITO, New Delhi-110002.
3. PPS to Deputy Director (Admn), Department of Social Welfare, GNCTD, 7th Floor, MSO Building, ITO, New Delhi-110002.
4. Sr. System Analyst, DSW for uploading the circular on the departmental website.
5. Guard File.

Digitally signed by
Jitender Kumar

Date: 18-03-2026
17:28:14

939/cc
19/03/2026

F. 44(240)/2025/25W/
Admn

✓

GOVERNMENT OF N.C.T. OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
LEVEL-II, 'A' WING, DELHI SECRETARIAT
NEW DELHI-110002.

Sub: Instructions regarding Updating of E-mail ID on SPARROW and iGOT Karmayogi Portal.

Please find enclosed herewith a copy of Office Memorandum dated 03.03.2026 Ministry of Personnel, Public Grievances & Pension, Department of Personnel & Training on the subject cited above.

In view of above, it is requested to inform the officer accordingly.

Encl: as above

12 MAR 2026
4775

[Signature]
10/3/26
(Sudhir Dalal)

Section Officer (GAD/Admn.)

U.O. F.No.41/1213/2016/GAD/Admn./9/20

Dated: 10/03/2026

Forwarded for necessary action to :

1. OSD to Chief Secretary Delhi, 5th Level, A-Wing Delhi Secretariat.
2. PPS to ACS (Social Welfare), Department of Social Welfare, 7th Floor, MSO Buidling, I.T.O., I.P. Estate, New Delhi.
3. PPS to Financial Commissioner, 5 Shamnath Marg, Delhi -54.
4. PPS to ACS (I&FC)/PWD, Delhi Secretariat, IP Estate, New Delhi.
5. PPS to Principal Secretary (Home), Home Department, Delhi Secretariat.
6. PS to Secretary to CM/Special Secretary to C.M, CM office, Delhi Secretariat, IP Estate, New Delhi.
7. PS to Special Secretary(AR), AR Department, Delhi Secretariat. IP Estate, New Delhi.
8. PS to Secretary (GAD), GAD, 2nd Level, A Wing, Delhi Secretariat, IP Estate, New Delhi.
9. PS to Secretary (Finance), Finance Department, 4th Level, A Wing, Delhi Secretariat, IP Estate, New Delhi.
10. PS to Special Secretary (SC/ST/OBC), Department of Welfare of SC/ST/OBC, B-Block, Vikas Bhawan, I.P.Estate New Delhi.
11. PS to Special Secretary (Home), Home Department, Delhi Secretariat.
12. PS to Special Secretary (WCD), Department of Women and Child Development, Mahrana Pratap ISBT Complex, Kashmere Gate, Delhi-110006.
13. Sh. Talo Potom, IAS (AGMUT:2016), 45/49 (19), Officer's Flats, Civil Lines, Delhi-54.

Office of the ACS (SW)

11 MAR 2026

Dy. No. 596
Deptt. of Social Welfare

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Prin

No. T-28/27/2025-iGOT Part (1)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Wing)

Block IV, Old JNU Campus
New Delhi – 110067
Dated: March, 2026

OFFICE MEMORANDUM

Subject: Instructions regarding Updation of Email ID on SPARROW and iGOT Karmayogi Portal – reg

The undersigned is directed to refer to this Department's O.M. dated 04.07.2025, wherein it was made mandatory for all Central Government employees, including officers of the All-India Services, to complete prescribed courses on the iGOT Karmayogi Portal and to undergo a Comprehensive Assessment, the status of which is to be captured in their respective APARs.

2. To update course consumption and Comprehensive Assessment status on employees' APAR, an API based linkage has been created between the iGOT Karmayogi portal and the SPARROW Portal. In order to enable seamless and automatic fetching of required details, it is necessary that the email ID of the concerned employee be the same on both the portals.

3. Ministries/Departments are, therefore, requested to kindly advise all employees under their administrative control to review and update their email IDs on the iGoT portal such that the same email id is used across across both platforms (iGoT and SPARROW).

4. It is also informed that, for cases where data is not fetched automatically, a textbox option has been provided on the SPARROW Portal where the users can enter their iGOT email ID or mobile number to fetch course completion and Comprehensive Assessment status details.

This issues with the approval of competent authority.

Digitally signed by
Shailesh Kumar Soni
Date: 03-03-2026

16:33:58
(Shailesh Kumar Soni)

Under Secretary to the Government of India
Tele:011-26706348

To:

1. Secretaries to all the Ministries/Departments of the Government of India
2. All Cadre Controlling Authorities

Copy to:

1. Chief Secretaries of all State Governments/UT Administrations
2. The CEO, Karmayogi Bharat
3. Deputy Secretary/Director, AIS Division, DoPT

4. Deputy Secretary/Director, PP Division, DoPT
5. Director (IT), NIC