

GOVT. OF NCT OF DELHI
SERVICES DEPARTMENT: COORDINATION BRANCH
DELHI SECRETARIAT, 5th LEVEL, 'A' WING
I.P. ESTATE, NEW DELHI-110002

F.10(457)/Coord/Mic. Trg./081639138/ 401-404

Date:- 20-02-24

To

All ACS/Pr. Secretaries/Secretaries/HODs,
Govt. of NCT of Delhi..

Sub: Uploading of Misc. Correspondence.

Sir/Madam,

I am directed to upload the following training letters/circulars/office memorandums received from various Ministries/Departments for vide circulation at their end.

Sl. No.	Ministry/Department	Letter No./Dy. No.& Date	Subject
1.	Capacity Building Commission, GoI, 20 TH Floor, Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi-110001.	Dy. No. GAD/2024/3261 dated 17.01.2024	D.O. letter regarding Amrit Gyaan Kosh from Member (HR), Capacity Building Commission, Govt. of India

This is for your kind information please.

Yours faithfully

Encl: As above.

SECTION OFFICER(CDN)/L.O.

F.10(457)/Coord/Mic. Trg./081639138/ 401-404

Date:- 20-02-24

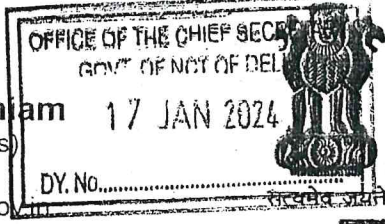
Copy for information to:-

1. Dy. Secretary-I/II, Services Department, Govt. of NCT of Delhi
2. PS to Pr. Secretary (Services), Govt. of NCT of Delhi.
3. PA to Special Secretary-I/II (Services), Govt. of NCT of Delhi.

SECTION OFFICER(CDN)/L.O.

डॉ. आर. बालासुब्रमण्यम
सदस्य (मानव संसाधन)

Dr. R. Balasubramaniam
Member (Human Resources)
Phone : 011-23701108
E-mail : memberhr-cbc@gov



भारत सरकार
क्षमता विकास आयोग
20वां तल, जवाहर व्यापार भवन,
टाइम मार्ग, नई दिल्ली-110001
Government of India
Capacity Building Commission
20th Floor, Jawahar Vyapar Bhawan,
Time Marg, New Delhi-110001

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D.O.No.Dy.3/Member(HR)/CBC/2024

Dear *Chief Secretary,*

Greetings from the Capacity Building Commission.

Wishing you a Happy New Year!

I am delighted to inform you that the Capacity Building Commission will be establishing a Knowledge Bank under the title "Amrit Gyaan Kosh".

Our Hon'ble Prime Minister has launched Mission Karmayogi which aims at fostering an ecosystem of learning by doing and enhancing the capacity of the officials working in the civil services.

Furthering this aim of Mission Karmayogi, the Capacity Building Commission is mandated to transfer and share knowledge resources for every government employee. Keeping this in mind, the Commission has proposed the creation of a Knowledge Bank (Amrit Gyaan Kosh) which will be a repository of case studies, and teachable resources (in audio and visual format).

Following the Hon'ble Prime Minister's call of Atma Nirbharta, these resources will be best practices about India, exemplar cases, and scalable models which will guide, motivate and empower group A, B and C officials (across the Government of India, States, Municipalities and Panchayats) to perform optimally in their workplaces. These cases will be mostly written by faculty members of the civil services training institutes, and their capacities will be built to both draft and teach these cases for training purposes. Upon request, Institutes across the globe will also be allowed to collaborate and use the resources of Amrit Gyaan Kosh. A detailed concept note on Amrit Gyaan Kosh is attached herewith as an annexure to this letter for your reference.

India as a nation must foster the spirit of "Mission Karmayogi" through these knowledge resources. The Indian Public Administration has an opulence of learnings to offer to the world through its learned experiences throughout the years. The Commission aims to collate this existing wisdom of the Indian Public Administration through caselets and teaching material for the global diaspora to learn and benefit from.

I am writing this to you to receive cases on the significant **public administration best practices of your respective state**. The respective state departments/ its young professionals/ institutes in the state/ faculty of state training institutes can author these cases. The resources shared by the state can be in the following formats:

1. Case Studies (newly authored for Amrit Gyaan Kosh or existing case studies with the state which can be absorbed into Amrit Gyaan Kosh)
2. Reports/ Coffee table books covering success stories of the state
3. Videos of the protagonists who've spearheaded the initiatives covered in the best practices

...2/-

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...2...

The Amrit Gyaan Kosh team will be available to provide any further support, wherever required if the state is willing to showcase its best practices in Amrit Gyaan Kosh.

I am sure you will guide the state team to share resources for building the knowledge repository of India, that will enrich and revolutionise the learning ecosystem of the civil service officials of the nation.

For further information on Amrit Gyaan Kosh, please write to gyaankoshcbc@gmail.com or connect with Ms. Meena Priyadarsnee, Associate Manager, Capacity Building Commission (Phone Number +91-93612-24233)

Regards,

Your sincerely,



(R. Balasubramaniam)

Enclosure: As above

Chief Secretaries of States/UTs.



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"Amrit Gyaan Kosh"

"अमृत ज्ञान कोश"

Knowledge repository for the future ready bureaucracy of Amrit Kaal

Description

To ensure the creation of shared learning resources in the capacity building ecosystem of India, the Capacity Building Commission has undertaken an initiative for the creation of a **Knowledge Bank (Amrit Gyaan Kosh)** which will be a repository of case studies, and teachable/ learning resources (in print, audio and electronic media format).

Following the Hon'ble Prime Minister's call of Atma Nirbharta, these resources will be best practices about India, exemplar cases, and scalable models which will guide, motivate and empower group A, B and C officials (across the Government of India, States, Municipalities and Panchayats) to perform optimally in their workplaces. These cases will be written by faculty members of the civil services training institutes, and their capacities will be built to both draft and teach these cases for training purposes. Upon request, Institutes across the globe will also be allowed to collaborate and use the resources of Amrit Gyaan Kosh.

The Knowledge bank will have India-specific content in the following format:

- Caselets with learning resources (available in English, Hindi and Braille)
- Teaching Notes
- Video Snippets
- Infographics
- Resources from different ministries/ states and PSUs

The above resources will be readily available on an exclusive portal for Amrit Gyaan Kosh which will be embedded in the websites of iGOT and CBC.

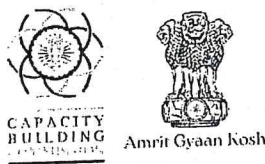
The resources are based on the following principles:

- **Relevant:** current and contemporary (i.e. not older than three years).
- **Relatable:** For the learner to relate the learning to his/her day-to-day life.
- **Applicable:** For the learner to apply these learnings.
- **Scalable:** The solution presented in the case should be a scalable model across geographies and institutions.

Currently, Amrit Gyaan Kosh has partnered with 13 Central and State training institutes and five external institutes to author/edit the case studies. The five external institutes are:

1. Indian School of Public Policy
2. Indian School of Business
3. IFMR Graduate School of Business at Krea University
4. Harvard India Research Centre

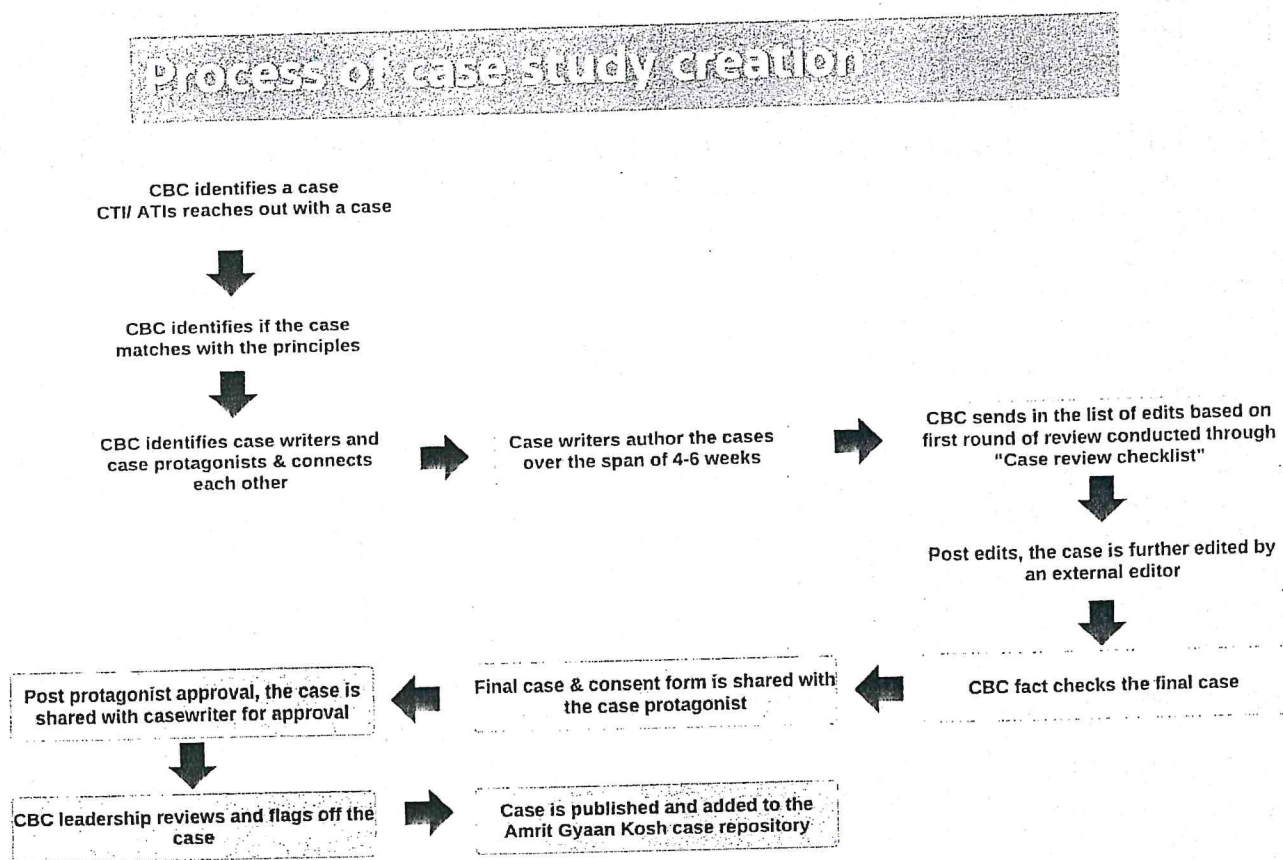
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Intended outcome

1. Enable shared learning resources
2. A one-stop repository of **India-centric case studies and success stories.**
3. Motivation and incentivisation of officials to **become case examples** for others.
4. Novel and relatable learning content for the training ecosystem of civil services (such as ATIs and CTIs)
5. Engagement of Knowledge Partners of the CBC
6. Coverage of novel initiatives such as the **COVID-19 Vaccination plan, Ayushman Bharat, Chandrayaan-3, and Mission Youth, DBT, PM PvTG** among other similar success stories of India.

Process of case study creation



Current Status

1. **Case writing guidebook and teaching note primers** have been created to guide the faculty to create case studies and teaching notes of the best practices
2. **Number of completed case studies: 20**
3. Pan-India coverage of states, around 11 states such as **Uttar Pradesh, Jammu & Kashmir, Meghalaya, Kerala, Uttarakhand, Tamil Nadu, Maharashtra, Delhi, Madhya Pradesh, Arunachal Pradesh, Punjab** etc.



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- 4. Major themes covered so far: Public Health, Renewable energy, Environment, Artificial Intelligence, Tourism, Railways, Women and Youth empowerment, Education, Emerging technology etc.
- 5. Number of Sustainable Development Goals (SDGs) covered so far: 15/17 SDGs
- 6. Number of new case studies being developed: 10
- 7. Target case studies for FY 2023-2024: 100



Capacity Building Commission:
Case writing manual for
Amrit Gyaan Kosh (Knowledge Bank)

(This document entails the guidelines to author cases for the Amrit Gyaan Kosh (Knowledge Bank) being created by the Capacity Building Commission, Government of India)

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Case writing Manual of Amrit Gyaan Kosh

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CASE TEACHING METHOD: THE ART

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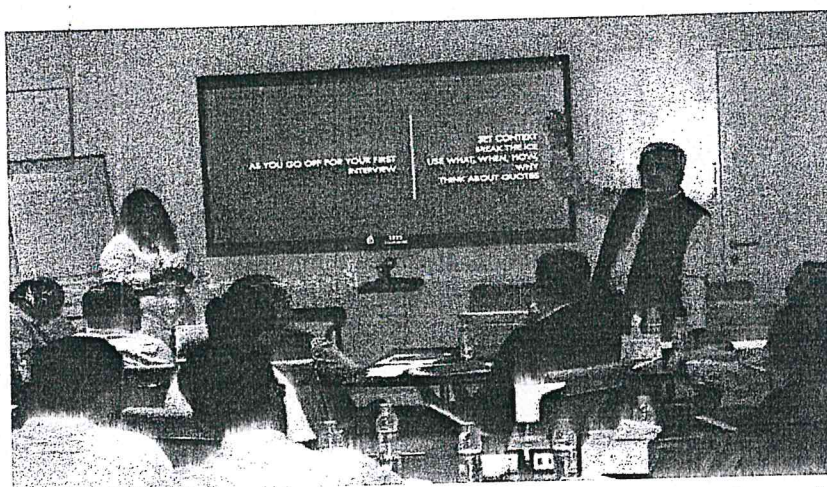
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Teaching Note primer



Case writing Workshop conducted to strengthen the faculty members of Central and State Training Institutes in the case writing methods