

No.109361/DSE/ESTT-I/D3/2026
GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF SCHOOL EDUCATION

Dated 22.07.2026

CIRCULAR

Sub: DSE Estt.I-Directorate of School
Education – iGoT Karmayogi Portal –
Onboarding of Government Officials –
Completion of 100% Registration –
Instructions – Issued.–Reg

Ref: I.D. Note no. T-11/7/2024-O/o Under
Secretary
AR WING dated 17.07.2026 of the
Administrative
Reforms Wing, Puducherry

It is informed that the Capacity Building Commission (CBC), during a Webex meeting held on 30.06.2026, reviewed the status of onboarding of Government officials on the iGoT Karmayogi Portal in the Union Territory of Puducherry.

2. During the review, the Commission observed that some of the Official / Staff of the Directorate of School Education, have not onboarded on the iGoT Karmayogi Portal. The Commission emphasized the need to complete the onboarding of all the officials / staf at the earliest to achieve 100% registration.

3. In view of the above, all Heads of Offices are hereby requested to ensure that all officials / staff under their administrative control who are yet to be onboarded on the iGoT Karmayogi Portal complete their registration without any further delay. Necessary guidance may be provided to the officials, wherever required, to facilitate the registration process.

4. Further, all Heads of Offices shall closely monitor the progress of onboarding and ensure that **100% registration** of all eligible Government officials under their control is completed within the stipulated time.

5. A compliance report indicating the total number of officials onboarded and the number of officials yet to be onboarded shall be furnished to this Directorate on or before 28.07.2026.

6. All Heads of Offices are requested to compile the information pertaining to all categories of staff under their administrative control and furnish a **single consolidated statement** in the prescribed proforma. **Piece-meal or incomplete submissions will not be entertained.**

6. This may be accorded **TOP PRIORITY**.

Digitally signed by
FLORA PUSHPA VERBINA JAYARAJ
Date: 22-07-2026 17:29:02

(F.P. VERBINA JAYARAJ)

Encl:a/a

JOINT DIRECTOR (ADMN)

To

All the Head of Offices/ Inspecting Officers, DSE, Puducherry / Karaikal / Mahe / Yanam.

**GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF SCHOOL EDUCATION
PROFORMA**

Statement Showing the Sanctioned Strength, Filled, Vacant Posts and iGoT Karmayogi Onboarding Status

(As on _____)

Name of the Office/Institution : _____

Sl. No.	Name of the Post	Sanctioned Strength	Persons in Position (Filled)	Vacant Posts	No. of Officials Onboarded on iGoT Karmayogi Portal	No. of Officials Yet to be Onboarded	Remarks
1	Principal						
2	Vice Principal						
3	Headmaster Grade-I						
4	Headmaster Grade-II						
5	Headmaster (Primary)						
6	Lecturer						
7	Lecturer (Physical Education)						
8	Trained Graduate Teacher (TGT)						
9	Primary School Teacher (PST)						
10	Physical Education Teacher (PET)						
11	Vocational Instructor						
12	Fine Arts Teacher (FAT)						
13	Performing Arts Teacher (PAT)						
14	Sewing Teacher						
15	School Librarian						
16	Balasevika						
17	Conductress						
	Grand Total						

Signature of the Head of Office

Sl. No.	Name of the Post	Sanctioned Strength	Persons in Position (Filled)	Vacant Posts	No. of Officials Onboarded on iGoT Karmayogi Portal	No. of Officials Yet to be Onboarded	Remar
1	Joint /Deputy Director						
2	Senior Accounts Officer (SAO)						
3	Junior Accounts Officer (JAO)						
4	Superintendent						
5	Assistant						
6	Upper Division Clerk (UDC)						
7	Lower Division Clerk (LDC)						
8	Multi-Tasking Staff (General)						
9	Multi-Tasking Staff (Security)						
10	Multi-Tasking Staff (HK)						
11	Any Other Post (Specify)						
12	Any Other Post (Specify)						
	Grand Total						

Signature of the Head of Office