

Ref. No. F7(11)/DOIT&C/2024/01099/2026

Date: 10-03-2026

Framework for Capacity Building

Subject: Framework for Capacity Building for Permanent Employees of DoIT&C and RISL

The Information Technology sector is rapidly evolving with the emergence of new technologies such as Artificial Intelligence, Machine Learning, Cloud Computing, Cybersecurity, and Blockchain. In view of this, it is essential that employees of DoIT&C/RISL undergo regular training programs to remain updated with the latest tools, platforms, and technological advancements.

Therefore, the Department has developed a training framework aimed at equipping its employees with the knowledge and skills required in emerging technologies such as Artificial Intelligence (AI), Machine Learning (ML), Blockchain, the Internet of Things (IoT), Cybersecurity, Cloud Computing, and Big Data Analytics. In addition, the framework also provides for training in soft skills, leadership, and other essential competencies.

For the effective implementation of the above Training framework, an application titled "Gyan Setu" has been developed by R-CAT to assess and consolidate the existing skill sets of officials and to identify their respective training interests.

1. Applicability

This policy shall apply to all permanent employees of DoIT&C and RISL across all designations.

2. Mandatory Annual Training Requirement

All permanent employees shall mandatorily complete minimum 40 hours of training per financial year. The prescribed training hours may be fulfilled through approved training programs under the categories mentioned below.

3. Categories of Training

- A. **Induction Training:** This is for all newly appointed employees. This training provides a comprehensive onboarding process that familiarizes them with the state's e-Governance framework, including deployed technologies, IT infrastructure, and digital public service platforms.
- B. **Technical Training:** Technical Training under this framework for DoIT&C and RISL employees focuses on enhancing hands-on expertise in software development tools, productivity applications, databases, hardware, network and emerging technologies critical to e-governance roles. Employees are encouraged to complete 40 hours annually to remain proficient in the latest industry advancements, boosting productivity, efficiency, usability, and work quality across IT projects.
- C. **Refresher Training :** This 8 hours training for DoIT&C and RISL employees under the Government of Rajasthan ensures continuous upskilling in technical, soft, and e-governance domains to keep pace with rapid technological change.
- D. **Administrator/Management/Leadership Training:** This training for DoIT&C and RISL employees under the Government of Rajasthan is designed for state service officers of the rank of Joint Director & GM and above for supervisory roles, this training focused on relevant legal and regulatory frameworks, including but not limited to the Information

Technology Act, 2000, the Digital Personal Data Protection Act, 2023 with strategic planning, decision-making, team leadership, and communication.

5. Master Trainer Strategy

To build in-house capacity, selected officers shall be trained as Master Trainers, who will subsequently conduct internal training programs to ensure effective knowledge transfer and compliance with the annual training mandate. The identification of Master Trainers shall be undertaken through the “Gyan Setu” application, and preference shall be given to officers possessing exceptional knowledge and expertise in the relevant domain.

6. Modes of Training

Training may be conducted through classroom sessions, online platforms, workshops, seminars, webinars, and blended learning modes as approved.

7. EdTech/Institutional Trainings

If any employee has successfully completed relevant training through recognized EdTech platforms, the corresponding training hours shall be counted towards the mandatory training hours prescribed for the employee. In this regard, training portals of the Government of India, such as *iGOT Karmayogi* and *YUVA AI*, etc. will also be taken into account.

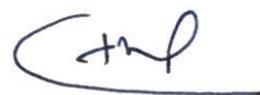
Further, if any employee intends to undertake a course or training programme from an institution, that is relevant to his/her job role or professional profile, the same may be undertaken with the prior approval of the competent authority.

8. Monitoring and Compliance

Head of Office shall ensure nomination and participation of eligible employees.

All concerned officers and employees are directed to adhere strictly to the provisions of this framework and ensure timely completion of the prescribed training requirements.

This issues with the approval of the competent authority.



(Himanshu Gupta)

Special Secretary & Commissioner

Date:

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1. PS to Secretary, IT&C, Jaipur.
2. Sr. PS to Special Secretary & Commissioner, IT&C, Jaipur.
3. PA to MD, RISL, Jaipur
4. Joint Secretary, DoIT&C, Jaipur.
5. Director (Technical), RISL, Jaipur
6. All Group Heads & OICs, DoIT&C, Jaipur
7. All District Level Officers, DoIT&C District Offices.
8. OIC (Website), DoIT&C/RISL to upload on department's Website.
9. All officers/officials of DoIT&C/RISL for compliance
10. Guard File.



Joint Secretary