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வெளிநாட்டு வளங்கள் திணைக்களம்
Department of External Resources
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நிதி, திட்டமிடல் மற்றும் பொருளாதார அபிவிருத்தி அமைச்சு
செயலகம் (3 ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை
Ministry of Finance, Planning and Economic Development
The Secretariat (3rd Floor), P.O. Box 277, Colombo 00100, Sri Lanka
Website: www.erd.gov.lk **e-mail:** info@erd.gov.lk

මගේ අංකය / எனது இல / My No: ERD/TA/SIN/S/26/55
ඔබේ අංකය / உமது இல / Your No:
දිනය / திகதி / Date: 08th October 2026

Attn: Officer In-Charge Foreign Trainings

Secretary to the President / Presidential Secretariat
Secretary to the Prime Minister / Prime Minister's Office
Heads/ Other Special Spending Units
Secretaries / All Ministries
Heads/ All Departments
Chief Secretaries / All Provincial Councils
District Secretaries / All Districts

Call for Nominations: **Short Term Training Programme on "Sustainable Financing of Cities" From 22nd February 2027 to 26th February 2027 in Singapore**

We are pleased to inform you that the Government of Singapore has invited nominations for the Short Term Training Programme on "Sustainable Financing of Cities" organized by the Singapore Cooperation Programme (SCP). The programme will be held in Singapore from 22nd February 2027 to 26th February 2027.

This course will equip participants with practical knowledge in the sustainable financing of urban infrastructure initiatives by taking a holistic approach that considers pertinent and inter-linked issues, in particular Environmental, Social and Governance (ESG).

In this regard, we would greatly appreciate your assistance in disseminating this information among the relevant officers of your Ministry and the institutions under your purview. Considering the relevance of this programme to the functions of your Ministry/Institution, you are kindly requested to nominate a suitably qualified officer for participation.

Instructions for applicants are available at **https://go.gov.sg/start-guide**, and nominated officers are strongly encouraged to complete the online application at the earliest opportunity through **https://go.gov.sg/sfoc2027**. Timely submission of the online application together with all required documents will enable this Department to process the nomination, provide the necessary endorsement required by the organizers, and facilitate Sri Lanka's participation in the programme.

Please note that only **one opportunity** is available for Sri Lanka to participate in this training programme. Selection will be based on the nominee's qualifications, experience, and the relevance of the programme to their current role. The final selections will be made by the Government of Singapore.

The nomination should reach the Department of External Resources **on or before 2.00 p.m. on 11th December 2026**, together with the following documents:

- Nomination letter with the recommendation of the relevant Ministry;
- A copy of the completed online application;
- Duly completed ERD Application form (downloadable from www.erd.gov.lk); and

අධ්‍යක්ෂ ජනරාල් / பணிப்பாளர் நாயகம் / Director General: 94-11-2484693
කාර්යාලය / அலுவலகம் / Office: 94-11-2484500, 94-11-2484600
ෆැක්ස් අංකය / தொலைநகல் / Fax: 94-11-2447633, 94-11-2387153

- **A formal letter from the nominee, duly endorsed by the head of the Institution, confirming his/her willingness to bear the cost of the air ticket if required.**

Any discrepancies in names of the nominees across different documents may lead to administrative issues and complications in processing the application. Therefore, we kindly advice the nominees to use the name exactly as it appears in their passports in all documentation related to the programme.

Requirements Relating to the Covering Letter

To facilitate the efficient processing of nominations and avoid delays, Ministries and other nominating institutions are kindly requested to ensure that each nomination is accompanied by a covering letter duly signed by the Secretary of the relevant Line Ministry or, on behalf of the Secretary, by a senior officer duly authorized for this purpose. In respect of an institution that does not come under a Line Ministry, the covering letter shall be signed by the Head of the respective Department/Agency.

The covering letter shall clearly include the following:

- The reference number of this letter;
- Confirmation as to whether the nominee is serving a probationary period; and, if so, an undertaking by the signing authority to assume responsibility for granting the necessary leave and releasing the officer to participate in the programme for its entire duration, if selected.
- Confirmation that the nominee satisfies all eligibility requirements of the programme;
- Confirmation that all required application forms and supporting documents have been duly completed, verified and attached;
- Confirmation that, if selected, the nominee will be released from his/her duties and granted the necessary leave to participate in the programme for its entire duration; and
- The name and designation of the officer providing the above confirmations.

Other Information/ Requirements

Nominating Ministries/Institutions are kindly requested to ensure that all nominations fully comply with the provisions of TA Circular No. 2013/2014 of the Ministry of Finance and Planning dated 24 October 2013, and any subsequent amendments, additions, or revisions thereto. Institutions are also requested to carefully scrutinize and verify applications prior to submission in order to facilitate timely processing and avoid delays that may result in the loss of valuable training opportunities.

Please note that the ERD is the National Focal Point (NFP) of the SCP System and will endorse the applications received through the SCP System. Accordingly, both the nominating institutions and the applicants are advised to retain complete copies of all documents submitted. The final selection of participants rests solely with the Government of Singapore. Accordingly, the submission of a nomination does not constitute a guarantee of selection.

Nominations are expected to be made with due regard to the relevance of the programme to the nominees' present duties and responsibilities, so that the knowledge and skills acquired through the training can be effectively applied within their respective institutions. The nominating Ministry/Institution shall be responsible for ensuring that the programme is appropriately aligned with the nominee's functional responsibilities and that appropriate measures are taken to utilize the knowledge, skills and exposure gained upon completion of the training.

Internal Approvals and Commitment to Participate

Nominating Ministries/Institutions MUST ensure that all necessary internal approvals have been obtained prior to the submission of any nomination and that the nominee has been fully informed of the requirements of the programme and has provided a firm commitment to participate if selected.

Prior to submitting a nomination, the nominating Ministry/Institution shall satisfy itself that the nominee is eligible and available to participate in the programme for its entire duration and that the nominee can be released from official duties and granted the necessary leave for the entire duration of the programme, if selected.

Withdrawal after selection shall be permitted only under exceptional and unavoidable circumstances. Nominating Ministries/Institutions are therefore expected to exercise due diligence before submitting nominations, as withdrawals for reasons that could reasonably have been anticipated or addressed prior to nomination may

adversely affect Sri Lanka's credibility and reputation in its engagement with development partners, result in the loss of valuable training opportunities allocated to Sri Lanka, and adversely affect future training and capacity-development opportunities offered to Sri Lankan officials by international development partners.

Accordingly, the submission of a nomination shall constitute a firm commitment by both the nominee and the nominating Ministry/Institution to participate in the programme if selected, and such commitment shall be honoured except where withdrawal is necessitated by circumstances that are genuinely exceptional and unavoidable.

Programme Funding Arrangements

The Government of Singapore will bear the following expenses for selected participants:

- Course fees ;
- Visa application fees;
- Accommodation with breakfast ;
- Basic insurance coverage ;
- Daily allowance (per day S$130) ; and
- Transportation between hotel and training venue.

The above funding arrangements are subject to the applicable conditions and arrangements determined by the Government of the Singapore. Please note that, in accordance with the programme guidelines, the **sponsoring agency does not provide international airfare**, and the cost of air travel is required to be borne by the nominating Government. Further, under the prevailing Government circulars, such expenditure cannot be met from domestic budgetary allocations.

In this context, the Department of External Resources (ERD) will endeavour to facilitate the selected nominee in obtaining an air ticket through available sponsorships, subject to the availability of such sponsorship and the willingness of the sponsor to provide the required assistance. Accordingly, upon confirmation of selection, the nominee should immediately submit to the Department of External Resources a formal request endorsed by the secretary of the line ministry for facilitation of the air ticket together with a copy of his/her passport.

Please note that this facilitation is strictly subject to the availability of sponsorship. In the event that sponsorship cannot be secured, the selected nominee will be required to make independent arrangements to purchase the air ticket at his/her own expense. Therefore, a written consent from the nominee, duly recommended and endorsed by the respective Ministry/Institution (employer), confirming his/her willingness to bear the cost of the air ticket if necessary, should be submitted together with the nomination. Applications received without this duly endorsed undertaking will not be considered. **Only one airfare sponsorship is provided to an officer within a period of one year for Singapore Corporation Programs.**

Strict Compliance with Requirements

The above criteria and guidelines have been stipulated to ensure the smooth, efficient and successful implementation of the programme and to avoid administrative complications for all parties concerned. Accordingly, nominating institutions and nominees are requested to carefully verify and comply with all eligibility requirements, documentation requirements and other conditions before submitting an application. Any application that does not satisfy the prescribed eligibility criteria or is incomplete or inconsistent with the required documentation will be returned/not considered.

Your assistance in identifying and nominating suitably qualified candidates for this valuable training opportunity, generously offered by the Embassy of the Singapore in Sri Lanka, would be greatly appreciated. It is expected that the nominations will comprise officers who are well positioned to benefit from the programme and to apply the knowledge and skills acquired towards the advancement of their respective institutions upon completion of the training.

Your cooperation and prompt action in this regard are highly appreciated. We look forward to receiving a strong pool of qualified nominations within the stipulated timeframe.

Upendra Wijerathne
Director (Actn.)
for Director General