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வெளிநாட்டு வளங்கள் திணைக்களம்
Department of External Resources

මුදල්, කුමසම්පාදන සහ ආර්ථික සංවර්ධන අමාත්‍යාංශය
தேசிகை கார්යாலய (3 වැනි මහල), කූ.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව
நதி, திட்டமிடல் மற்றும் பொருளாதார அபிவிருத்தி அமைச்சு
செயலகம் (3 ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை
Ministry of Finance, Planning and Economic Development
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මගේ අංකය
எனது இல
My No

TA/INDIA/S/SLIDA/NCGG-01

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

24th March 2025

Attn: Officer In-Charge Foreign Trainings

Secretaries, All Ministries

Call for Nominations: Training Programme on "Digitalization", From 21st April to 05th May 2025, in India

The Government of India, through the National Centre for Good Governance (NCGG) has invited nominations from the eligible government officials for the above programme under the Memorandum of Understanding between NCGG and the Sri Lanka Institute of Development Administration (SLIDA).

02. This course being specifically designed for Sri Lankan public service officers who directly involve in decision making and in the field level in transforming traditional government services into digital formats. The training program aims to develop personnel with advanced knowledge in digitalization and the programme contents are as follows.

- Digitalization in governance
- Digital Tools for decision making
- The Role of data analytics in government decision making
- Introduction to block chain for transparency in governance
- Digital transformation and innovation
- Strategic management in digitalization
- Crisis management in cyber security
- Change management and leading innovation
- Policy implementation, monitoring and evaluation
- Case studies and discussions with the experts on successful digitalization in India

03. This program will also help develop a sense of partnership and mutual understanding among participants, thereby strengthening the collaborative relationships among the participants' working organizations.

Cont:

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பணிப்பாளர் நாயகம்
Director General

94-11-2484693

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அலுவலகம்
Office

94-11-2484500
94-11-2484600

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தொலை நகல்
Fax

94-11-2447633
94-11-2387153

04. NCGG and SLIDA expect the applying organizations to nominate officers in accordance with the following eligibility criteria.

1. Officers directly involve in the citizen interface providing public services
2. If at decision-making levels at all levels (planning, administration, implementation and monitoring), officers of Grade 1 or above in the All Island Services;
3. For officers below Grade 1, they must be officers directly involved in public service delivery at the division, district, and provincial levels;
4. The officer should have at least **8 years** of experience in public service;
5. Should have a competent command over spoken and written English;
6. Must be in good health (both physically and mentally;
7. Age of the candidates must be under forty-five (45) years as of March 31, 2025, if below Grade 1;
8. Officers who have already received training under the NCGG or ITEC programmes will not be eligible for another NCGG training program within five (5) years of that training.

05. We would highly appreciate, if you could circulate the programme among the relevant officials under the purview of your ministry, and submit suitable nominations to the Department of External Resources (ERD) **on or before 4.00 p.m. on 27th March 2025**. Applicants must furnish all required information and duly completed application must be submitted along with the following documents.

- Nomination letter (Approved letter from the Ministry)
- Two sets of the duly filled application form (in NCGG prescribed format duly authenticated by the Secretary of the concerned Ministry in accordance with the eligibility criteria)
- Duly filled ERD form (can be downloaded from www.erd.gov.lk)
- A copy of the detailed page of Passport
- A statement on the relevance of the training program to the current job role

06. We would like to inform you that the total number of participants to the training programme will be limited to forty (40) and, the final selections of participants will be conducted through a joint mechanism with SLIDA, Ministry of Public Administration, Provincial Councils and Local Government and the Department External Resources. Therefore, we would like to highlight the below matters which would be observe carefully in the selection process.

- The applications with incomplete information or not meeting eligibility conditions shall be disqualified without screening further;
- Based on the number of applications, received for the programme, a personal interview may be conducted with prior information communicated to candidate via email;
- A list of selected candidates shall be declared and only the successful candidates will be informed via email along with further details of the programme;
- The applications may be reviewed based on NCGG's requirement by the Selection Committee;
- Submission of false information will be viewed very seriously

07. Government of India has informed that they will provide the following facilities to participants of the training programme.

- Return Air Ticket from Colombo to Training Institute in India
- Course fees
- Accommodation- Hostel/ Hotel
- Medical expenses (only in case of medical emergency during their training in India)
- Approved study tours (including places of historical importance)

08. We are confident that this training will provide the participants with valuable insights and skills that will contribute to their professional development and the success of the public services and your organization. Therefore, we would be very grateful if you could submit the most suitable nominations to ensure the maximum benefit from this training.

09. Your prompt response in this regard is greatly appreciated.



Tharanga Liyanage
Additional Director General (CuD)
for Director General

Copy: Director General, SLIDA

