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வெளிநாட்டு வளங்கள் திணைக்களம்
Department of External Resources

මුදල්, කුමසම්පාදන සහ ආර්ථික සංවර්ධන අමාත්‍යාංශය
 මහලේකම් කාර්යාලය (3 වැනි මහල), කොළඹ 00100, ශ්‍රී ලංකාව
 நிதி, திட்டமிடல் மற்றும் பொருளாதார அபிவிருத்தி அமைச்சு
 செயலகம் (3 ஆம் மாடி), கொழும்பு 00100, இலங்கை
 Ministry of Finance, Planning and Economic Development
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මගේ අංකය
எனது இல
My No

} TA/JICA/S/33/25

ඔබේ අංකය
உமது இல
Your No

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දිනය
திகதி
Date

} 30th June 2025

Attn: Officer In-charge of 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
 Chairmen / All Independent Commissions
 Chief Secretaries / All Provincial Councils
 Heads / All Departments
 District Secretaries / All Districts

JICA Knowledge Co-Creation Program: Capacity Development of Leaders with Disabilities for UNCRPD (UN Convention on the Rights of Persons with Disabilities) Implementation (A)
 - In Japan from 13th October to 01st November 2025

We are pleased to inform you that the Japan International Cooperation Agency (JICA) in Sri Lanka has invited nominations for the above training which will be held in Japan from 13th October 2025 to 01st November 2025.

This training program aims to enhance the knowledge of participants on practical methods to implement the UN Convention on the Rights of Persons with Disabilities (UNCRPD) and improve their capacity to contribute to the implementation of the UNCRPD.

Please note that the applicants should be person with disabilities and are middle ranking officers at their organization with a total of 5 – 20 years of experience in the disability field. In addition, they must demonstrate a clear intention to work for their organization upon returning Japan.

The applicants for the program should be nominated in accordance with the General Information (GI) regulations and a copy of the GI booklet is attached for the reference. We seek nominations of candidates who meet the eligibility criteria and each nomination should include the following documents.

1. Nomination letter of the line Ministry
2. For each of the nominee; **two sets** of duly filled Application Form for "JICA Knowledge Co-Creation Programme" – New official Application Form can be downloaded from ERD public website (www.erd.gov.lk). Please note that hand written applications will not be accepted.

(Cont. /02)

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பணிப்பாளர் நாயகம்
Director General

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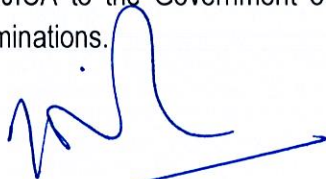
3. Copy of the Nominee's English Score Sheet, if available (e.g. TOEFL, TOEIC, IELTS)
4. Copy of the passport (if available)
5. Organization/UNCRPD Report – (Refer Annex-1 of the attached GI)
6. Questionnaire – (Refer Annex -2 of the attached GI)
7. Photograph (Full – body)
8. Duly filled ERD Form (Available at our website, www.erd.gov.lk)

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 program.

Further, please note that only the duly completed applications received by this **office on or before 2.00 P.M. on 23rd July 2025**, with all required documents as stipulated above, will be processed.

In addition, we would like to inform you that the officials already trained under the JICA programme will not be qualified for another JICA training programme within five (5) years of such training.

To ensure the most effective representation of Sri Lanka at this program, we recommend that nominations be made with due consideration to the nominees' subject matter expertise, continuity in the relevant portfolio, and their capacity to contribute substantively to the program agenda. The selected participants are also expected to represent Sri Lanka's national interests in a professional and consistent manner. Therefore, we would highly appreciate your support in identifying the most suitable and deserving candidates for this invaluable opportunity extended by JICA to the Government of Sri Lanka and we look forward to receiving a strong list of nominations.



Tharanga Liyanage
Additional Director General
for Director General

Enclosure: GI booklet