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வெளிநாட்டு வளங்கள் திணைக்களம்  
Department of External Resources

මුදල්, කුසලාන සහ ආර්ථික සංවර්ධන අමාත්‍යාංශය  
தேசேந்திர துறைகள் (3 වැනි මහල), කූ.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව  
நதி, திட்டமிடல் மற்றும் பொருளாதார அமைச்சு  
செயலகம் (3 ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை  
Ministry of Finance, Planning and Economic Development  
The Secretariat (3<sup>rd</sup> Floor), P.O. Box 277, Colombo 00100, Sri Lanka

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මගේ අංකය  
எனது இல  
My No

TA/SIN/S/04/2025

ඔබේ අංකය  
உமது இல  
Your No

දිනය  
திகதி  
Date

26<sup>th</sup> March 2025

Secretary to the President / Presidential Secretariat  
Secretary to the Prime Minister / Prime Minister's Office  
Secretary to the Cabinet / Cabinet Office  
Secretary General to the Parliament / The Parliament of Sri Lanka  
Secretaries / All Ministries  
Auditor General / National Audit Office  
Secretaries / All Independent Commissions  
Chief Secretaries / All Provincial Councils

Attn: Officer In-Charge Foreign Trainings

**SCP: Digital Economy, E-Commerce and AI**  
**From 09<sup>th</sup> – 13<sup>th</sup> June 2025 (In Singapore)**

We wish to inform you that the Singapore Cooperation Programme (SCP) has invited nominations from the eligible Government officials for the above programme. The programme details are enclosed herewith for your reference.

We would like to bring to your kind attention that the nominations need to be in accordance with the information given under "application information" in the programme details.

Please be informed that according to the Guidelines of this Programme, the airfare needs to be borne by the nominating Government. As per the directions of the National Budget Circular no.BD/CBP/01/01/05/2022 dated 27.01.2023 and Circular no. 313/313/00/1/4/8 dated 15.03.2023 issued by the Secretary to the President, such payment cannot be made using budgetary funds. Therefore, the airfare should be borne by the applicant.

Therefore, we would highly appreciate, if you could instruct the relevant officials to circulate this programme among the Departments/Divisions/Institution under your purview, and submit suitable One (01) nomination from each Ministry in line with the Treasury Circular dated 24.10.2013, to this Department with the following documents;

- Nomination letter ( from the relevant ministry)
- Application Form (printouts of the online application form)
- ERD Form (can be downloaded from [www.erd.gov.lk](http://www.erd.gov.lk))
- A letter stating that the applicant will pay for the airfare, endorsed by the Secretary of the line Ministry, Head of the Department / Agency.

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பணிப்பாளர் நாயகம்  
Director General

94-11-2484693

කාර්යාලය  
அலுவலகம்  
Office

94-11-2484500  
94-11-2484600

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தொலை நகல்  
Fax

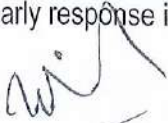
94-11-2447633  
94-11-2387153

The online registration is available at <https://go.gov.sg/start-guide> and nominated applicant is strongly advised to register as early as possible.

Please note that only the duly completed applications received by this Department on or before 2.00 pm on 11<sup>th</sup> April 2025 with the line Ministry covering letter and other relevant documents as stipulated above will be processed.

Therefore, kindly ensure timely submission of the above documents enabling us to process the application with our endorsement as required by the organizers.

Your early response is greatly appreciated.



Tharanga Liyanage  
Additional Director General (CuD)  
for Director General



## DIGITAL ECONOMY, E-COMMERCE AND AI

09 TO 13 JUNE 2025

Sponsored by the

**SINGAPORE COOPERATION PROGRAMME**

under the

**SINGAPORE COOPERATION PROGRAMME TRAINING AWARD**

to be conducted by

**CIVIL SERVICE COLLEGE**

### Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, over 155,000 officials from more than 180 countries, territories, and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Technical Cooperation Directorate of the Ministry of Foreign Affairs, Singapore.

### Civil Service College

Civil Service College (CSC) is the central learning institution for the Singapore Public Service. It plays a pivotal role in nurturing and developing people for a first-class Public Service. As a Statutory Board under the Prime Minister's Office, we endeavour to be the heart of learning excellence and development for the Singapore Public Service.

CSC offers a comprehensive suite of programmes that build strategic capability in the public service, focusing particularly on core areas in public governance, leadership, public administration and management. We work closely with central government and public sector agencies to embed values, communicate public sector directions, and manage change in individuals and organisations.

CSC partners public and private sector organisations as well as academia and international government agencies to exchange best practices and experiences in leadership, policy development, public administration and public reforms. By sharing the Singapore government's experience and best practices, CSC hopes to promote good governance and develop goodwill, co-operation and understanding between different governments across the world.



## Course Objectives

This course will share Singapore's experience in growing a digital economy, promoting e-commerce, and approach to AI.

## Synopsis

Topics to be covered include:

- Governing in a digital era empowered by AI
- Pursuing growth in the digital economy
- Building an inclusive digital society
- AI revolution and implications for governments
- Partnering to embrace a digital future

## Methodology

The course will be conducted in-person in Singapore and in a variety of formats which may include, but are not limited to, seminar-style sharing sessions, site visits and group discussions.

## Course Duration and Venue

The course will be held over 5 days from 09 to 13 June in Singapore.

## Application Information

Applicants should be:

- Mid- to senior-level government officials who are involved in policymaking and digital transformation;
- Nominated by their respective governments;
- Proficient in written and spoken English; and
- In good health.

## Terms of Award

The course is sponsored by the Government of Singapore under the Singapore Cooperation Programme Training Award.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants (thereafter known as participants) during their training in Singapore. These expenses include:

- Course fees;
- Visa application fees for entry into Singapore [Note: participants are responsible for their own transit visas (if any)];
- Hotel accommodation for the entire duration of the course. Complimentary breakfast is provided in the hotel from the first day of the course to one day after the course;
- Per diem of One Hundred and Thirty Singapore Dollars (S\$130) in cash from the first day to the last day of the course. A proportionate reduction in the per diem will be made if you are unable to attend the full duration of the course;
- Transportation between hotel and training venue; and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for participants during their stay in Singapore, in accordance with the policy of a local insurance company.

### Note:

- The nominating government will be responsible for its participants' round-trip airfares. Applicants are encouraged to verify the availability of funding for their round-trip airfares with their respective nominating government;
- Participants are to bear all expenses prior to receiving the per diem; and
- As the basic insurance coverage does not cover any pre-existing conditions/illnesses and/or any outpatient medical/dental treatment, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of COVID-19 related expenses and medical evacuation in the event of any unexpected emergencies.

## Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at [www.ica.gov.sg/enter-transit-depart](http://www.ica.gov.sg/enter-transit-depart);
- Strictly observe the course schedule and attend all training sessions; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or government and the Government of Singapore and its appointed trainer, with respect to the course.

## Follow us at:

- SCP Website: [www.scp.gov.sg](http://www.scp.gov.sg)
- Facebook: [www.facebook.com/SCPFriends](https://www.facebook.com/SCPFriends)
- Instagram: [www.instagram.com/SCPFriends](https://www.instagram.com/SCPFriends)

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## Application Procedure

(Closing date for nomination: 11 April 2025)

The Government of Singapore is pleased to invite the respective National Focal Points for Technical Assistance (NFP) to nominate 01 suitable applicant(s). Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective NFPs in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/digitaleconomy25> by 11 April 2025. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

### Note:

- Participants will receive a certificate of completion from the SCP upon completion of the course.
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. The NFP will also be informed directly. Flight arrangements should be made only upon receipt of the Letter of Acceptance to the course.