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வெளிநாட்டு வளங்கள் திணைக்களம்
Department of External Resources

මුදල්, ක්‍රමසම්පාදන සහ ආර්ථික සංවර්ධන අමාත්‍යාංශය
இலங்கை நிர்வாக (3 වැනි මහල), කැ.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව
நத, 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/INDIA/S/SLIDA-NCGG/11

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

01st June 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
Chief Secretaries / All Provincial Councils
Heads / All Departments

**Call for Nominations: 11th Capacity Building Programme for Disaster Management
From 29th June 2026 to 10th July 2026, 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 programme is being conducted as a repeat course in response to the considerable demand for the three previous programmes on "Disaster Management". It is specifically designed for officers belonging to the All Island Services serving at regional level institutions, including District Secretariats, Divisional Secretariats, Provincial Councils, and Local Government authorities, who are actively engaged in disaster management, prevention, mitigation, preparedness, response, recovery, and other disaster related functions.

03. The primary objectives of the programme are as follows:

- To strengthen comprehensive disaster management capacities through the enhancement of coordination mechanisms, institutional partnerships, early warning systems, digital technologies, and governance practices at sub-national (regional) levels;
- To provide participants with exposure to the disaster management systems, institutional frameworks, governance approaches, and disaster resilience culture practiced in India;
- To foster professional partnerships, mutual understanding, and collaborative relationships among participants and their respective institutions, thereby promoting enhanced regional cooperation and knowledge-sharing in the field of disaster management.

04. The programme encompasses the following contents to fulfill its objectives:

- Disaster management systems from national to local levels
- Civil - military coordination in disaster management
- Civil - public partnerships in disaster management

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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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தொலைபேசி
Fax

94-11-2447633
94-11-2387153

- d) Civil - private partnerships in disaster management
- e) Early warning systems and regional data sharing
- f) Digital tools and the use of ICT in disaster management
- g) Exposure to Indian culture and the Indian governance system

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

- a) Please note that the preference will be given to **Class I and special grade officers**.
- b) Applicants should possess a competent command of spoken and written English.
- c) Candidates must be in good health
- d) Candidates must have at least two years of service remaining before compulsory retirement from the start date of the programme.
- e) Applicant's work mandate should be aligned with the contents of the programme – please refer to the paragraph 08.
- f) Officers who have previously undergone training under the NCGG or ITEC programmes shall not be eligible for another NCGG training programme within five (5) years from the commencement date of the prior training
- g) Preference will be given to the officers who have not previously undergone any training in India.

06. We would greatly appreciate it if you could instruct the relevant officials to circulate this information among the Departments, Divisions, and Institutes under your purview. Please ensure that the most suitable nominations of regional level who meet all eligibility criteria, are submitted to the Department of External Resources (ERD) along with the following documents by **04.00 pm on 08th June 2026**. **The application deadline will be strictly enforced, and any applications received after the deadline or without the required documentation will not be accepted under any circumstances.** Each application must include:

- a) Nomination Letter with your recommendation (Approval letter from the Ministry)
- b) Original duly filled Application form (Annexure – I)
- c) Original Medical Form (Annexure – II)
- d) Original Nominees Information Form (Annexure – III)
- e) A clear copy of the Bio page of the applicant's passport

07. We would like to inform you that officers who applied for the previous programme on the same theme (as referenced in our letter No. TA/INDIA/S/SLIDA/NCGG - 09 dated 26th March 2026 and were not successful are encouraged to consider applying for the upcoming Programme. We kindly request you to submit a fresh covering letter to facilitate their previous application to the new programme. This letter should indicate the new dates of the programme and your recommendation for their participation. Please note that there is no need to resubmit medical forms, passport copies, or other supporting documents already provided with the earlier application.

08. Please note that ERD will forward the original applications to SLIDA for selection and copies will not be retained. Therefore, the applicants are advised to keep their own copies for future reference and note that the total number of participants for the training programme is limited to forty (40). Accordingly, the following points will be strictly observed and adhered to during the selection process.

- a) Applications will be reviewed by the Selection Committee in accordance with the requirements of NCGG.
- b) Incomplete applications or those not meeting eligibility criteria will be disqualified without further screening.
- c) Personal interviews may be conducted if necessary and candidates will be notified via email in advance.

- d) The final decision on selection rests solely with the Selection Committee and the Government of India. It is emphasized that the submission of an application does not, in itself, guarantee selection for the programme.
- e) A list of selected candidates will be communicated via email, together with further details of the programme
- f) The submission of false or misleading information, particularly in relation to any previous training undertaken in India, will be treated with utmost seriousness and may result in disqualification or other appropriate action.

09. It is expected that nominations are submitted with due consideration of the relevance of the course content to the respective officers' functional responsibilities, ensuring that the knowledge and skills acquired are meaningful and applicable. In this regard, the nominating ministry/ institution shall assume full responsibility for ensuring that the training is appropriately aligned with the officer's current duties and responsibilities.

10. Furthermore, upon completion of the programme and the officer's return, the ministry/ institution is expected to take proactive measures to effectively utilize the enhanced skills, capacities, and exposure gained, with a view to strengthening organizational development and improving institutional performance.

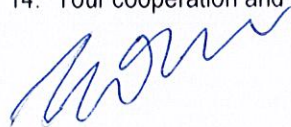
11. It has been observed that some candidates withdraw after being selected for foreign training, which not only affects the country's image but also results in the loss of valuable training slots and is unfair to other deserving candidates. Therefore, both applicants and their Ministries/Organizations are urged to submit applications with firm commitment. Once selected, candidates are expected to honor their acceptance and not withdraw except under exceptional and unavoidable circumstances, which may also involve financial liability.

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

- a) Return Air Ticket from Colombo to Training Institute in India
- b) Course fees
- c) Accommodation (Hostel / Hotel)
- d) Medical expenses (only for case of medical emergency during training)
- e) Approved study tours including historic sites

13. We are confident that this training programme will provide participants with valuable insights and skills, contributing to professional development and enhancing the effectiveness of your organization. We would greatly appreciate your prompt action in submitting nominations of the most suitable officers.

14. Your cooperation and prompt action in this regard are greatly appreciated.



Upendra Wijerathna
Director (Actn.)
For Director General

Copies:

- 1. Director General, SLIDA
- 2. Chief Secretaries, All Provincial Councils
- 3. District Secretaries, All District Secretariats

Capacity Building Programme for
 “Disaster Management”
 at National Centre For Good Governance,
 Department of Administrative Reforms & Public Grievances, India.

[29th June 2026– 10th July 2026]

Please paste a
 recent Passport
 size photo

APPLICATION FORM

PLEASE FILL IN BLOCK LETTERS

Name (as in Passport)	Mr./Ms.
Date of Birth	
Passport No.	
Type of Passport: Ordinary/Official/Diplomatic	
Designation	
Ministry/ Department	
Mobile Number	
E-mail Address	
Previous Courses attended in India funded by the Government of India	
Please attach one-page CV	

Signature of the Participant: _____

Name: _____

Date: _____

LIST OF GUIDELINES FOR THE PARTICIPANTS

- Participants must ensure that they have appropriate visa for India, valid for the entire duration of the training programme before departure.
- Participants must familiarize themselves with the weather conditions at the place of training and carry appropriate clothing with them.
- Participants are required to conduct themselves with discipline and abide by conduct rules, regulations and guidelines as stipulated by both the Government of Sri Lanka and the Government of India.
- Participants are required to abide by the rules of the to undergo the training programme as well as participate in all training-related activities including submission of periodic assessments/tests conducted by the Institute.
- Participants may be taken on field visits as part of their training curriculum. Participation is mandatory. No requests for any additional private tourism, etc. will be entertained during the programme.
- Participants must ensure that there are no family or official commitments during the training programme. Request for leave during the training programme may not be acceded to by the Government of India. Participants are required to return to their countries upon completion of the training programme.
- Participants are required to complete the training programme. Participants who leave the training programme midway without prior intimation/permission of the NCGG or remain absent from the training programme are required to refund the cost of training including airfare to Government of India.
- Participants must refrain from engaging in any political activity and/or any form of employment for profit or gain while on training.
- Participants must not to carry any arms, ammunition drugs or any other prohibited and illegal items.
- Participants are not allowed to bring along their spouses or families for the duration of the training programme. No such request will be entertained by the Government of India.
- Sponsorship could be canceled at any time due to unsatisfactory conduct, breach of conditions of the Programme, violation of rules of the institute, failure to make satisfactory progress in the training programme or for other sufficient cause as determined by the Government of India.

- Female participants are advised that if they are pregnant, issues related to their pregnancy will not be covered during their training on India.
- If any special assistance is required by a participant during his/her stay in India, it should be intimated to Mission as well as to the NCGG prior to departure for India.
- Participants are expected to be medically fit. The Government of India will cover medical treatment only for ailments of immediate and emergency nature occurring in India. No medical reimbursement will be provided for ailments of chronic nature or for pre-existing medical condition. Participants must carry their medicines for chronic ailments like diabetes, hypertension, etc. and have to bear the expenditure for medicines and consultation of doctors on their own.

UNDERTAKING BY THE PARTICIPANT

I, _____ (name, middle name, family name)
employed at the _____ (Ministry/Department)
as _____ (designation) certify that the information
provided by me in this form is true, complete and correct.

I also certify that: -

1. I have read the above-mentioned guidelines and that I am aware of the contents of the training programme and living conditions in India.
2. I have sufficient knowledge of English to participate in the training programme.
3. I am medically fit to participate in the training programme and have submitted a medical certificate from the designated doctor.
4. I have not attended any training programme previously sponsored by Government of India.
5. I have not applied for or am not required to attend any other training programme/course/conference/meeting etc. during the period of the training programme applied for.

Date:

Place:

(SIGNATURE OF THE PARTICIPANT)

MEDICAL REPORT

(To be certified by a doctor/hospital on the panel of the High Commission of India or by any Government hospital)

1.	Name of Applicant:		
2.	Age:		
3.	Sex: (Male / Female)		
4.	Height (cm):		
5.	Weight (kg):		
6.	Blood Group:		
7.	Blood Pressure:		
8.	Blood Sugar:	(Pre-prandial)	(Peak post- prandial)

1.	Is the person examined in good health at present?	
2.	Is the person examined physically and mentally fit to carry out intensive training away from home?	
3.	Is the person free of infectious diseases (tuberculosis, trachoma, skin diseases etc.)?	
4.	Does the person examined have any chronic ailment which may require regular treatment/ medication during the training programme?	
5.	List of any observed abnormalities indicated in the chest X ray.	
6.	Does the person require any special assistance to carry out his daily activities? If yes, please specify.	

✓ I certify that the applicant is medically fit to undertake a training programme in India.

- Name of Doctor /Physician: _____
- Registration No.: _____
- Address of Clinic /Hospital: _____
- City / Town: _____
- Telephone: _____
- E mail: _____
- Date: _____

Signature of Doctor/Physician

Seal of the Hospital

Name of the Course	
Training Time Duration	
ERD Invitation Letter Ref. No.	

1. Personal Particulars

Full Name	(Please enter your name as indicated in your Passport.)												
Sex					Nationality								
Date of Birth	Date	Month	Year		Age (As at the date of apply)								
National Identity Card No.													
Passport No.										Passport Validity till:			
Address	Office						Residence						
Telephone No.	Applicant						Contact Person						
WhatsApp No.													
Email:													

2. Details of Current Employment

Name of the Ministry	(Please enter your current working place)
Sub Department/ Institution	
Designation	
Service Category	(Please enter service)
Service Grade	
Official Address	
Official Phone Number	
Official Email Address	
Work Responsibilities	
Date Joined	(Please enter the date you started working at your current organization)
First Appointment to the current Service	(Please enter the date you joined the current service)
First Appointment to the Public Service	(Please enter the date you joined the public service)

3. Educational Qualifications From highest to lowest

(Insert rows if you require more):

Degree/Diploma/Certificates	Year	Name of Educational Institute

4. Professional Qualifications, From highest to lowest

(Insert rows if you require) more):

Professional Qualification(s)	Year	Name of Educational Institute

5. Details of Previous Employment

Name of Employer	Position	Period	Description of Duties

6. Details of Courses attended outside Sri Lanka during the past five years, if any

Name of Course Duration	Country & Doner	Year	Time Duration

7. Reasons for applying this training programme:-

- 1.
- 2.
- 3.

8. Certification of English Language Proficiency:

	Level	IELTS/TOFFL grade, if available	Remarks
Speaking			
Writing			
Listening			
Reading			
IELTS overall grade, if any			
Diploma			
Certificate			
Other (Please specify)			

9. Any other Language Proficiency:

Language	Level	Remarks

hereby certify that the information provide in this application is true and correct to the best of my knowledge and belief.

.....

Date

.....

Signature of the Applicant

Part – III

(To be filled by the Head of the Institution where the officer is currently employed)

I certify that the above details furnished by the employee are true and correct as per the personal details at this institution. Having paid special attention to the duties assigned to the employee and having analyzed his/her abilities, I hereby recommend the above officer as the most suitable person for the above training course from this institution.

.....

Date

.....

**Signature of the Head of the Department/Institution
Designation and Official Stamp**