

**Internal Memo
Administration Division**

To : All Heads of the Department/Authority/ Divisions
From : Senior Assistant Secretary (Admin)
Subject : **Short Term Training Programme on Integrated Water Resources Management from 02nd to 05th November 2026 in Singapore.**

Short Term Training Programme on Digital Government Transformation from 21st to 25th September 2026 in Singapore.

Priority : Urgent

Date : 2026.06.

File Ref : MWCA/02/05/21/30/FT/C/02

This has reference to the letter no ERD/TA/SIN/S/26/34 dated 02.06.2026 and ERD/TA/SIN/S/26/33 received from the Department of External Resources requesting nominations from the eligible Government Officers for the above mentioned programmes. (Copies are attached)

02. Please be noted that in accordance with the guideline of this programme , airfare is not provide by the sponsoring agency and is required to be borne by the nominating Government. But according to prevailing Government circulars, such payments cannot be made from domestic funds using budgetary allocation. Therefore in the event a sponsorship is not available the applicant will be required to make independent arrangement to obtain the air ticket at his/her own expense.

Kindly forward for your information and necessary action.

B.P.S.Anuradhi
Senior Assistant Secretary (Admin)
For Secretary



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வெளிநாட்டு வளங்கள் திணைக்களம்
Department of External Resources

இதல், இலங்கையின் அரசியல் மற்றும் பொருளாதார அமைச்சு
கலெக்டரேட் கார்ட்டை (3 பிளே ஓவர), அ.ப.ப. 277, கொழும்பு 00100, இலங்கை
தத திட்டமிடல் மற்றும் பொருளாதார அமைச்சு
செயலகம் (3 ஆம் மாடு), த. ப. இல. 277, கொழும்பு 00100, இலங்கை

Ministry of Finance, Planning and Economic Development
The Secretariat (3rd Floor), P.O. Box 277, Colombo 00100, Sri Lanka
e-mail: info@erd.gov.lk

Website: www.erd.gov.lk

මගේ අංකය
எனது இல
My No

ERD/TA/SIN/S/26/34

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

02nd June 2026

Attn: Officer In-Charge Foreign Trainings

Secretary to the President
Secretary to the Prime Minister
Heads/ Other Special Spending Units
Secretaries / All Ministries
Heads/ All Departments
Chief Secretaries / All Provincial Councils

Short Term Training Programme on "Intergrated Water Resources Management"
From 02nd November to 05th November 2026 in Singapore

We would like to inform you that the Government of Singapore has invited nominations for the upcoming training program titled "Intergrated Water Resources Management" organized under the Singapore Cooperation Programme (SCP).

Conducted in collaboration with UNICEF, this course discusses approaches to integrated water resources, including potable water, used water and stormwater management to deal with the extreme weather conditions brought on by climate change. This programme also aims to build and/or strengthen the capacities of government officials working on the sustainable use of water resources through approaches.

In this regard, we would greatly appreciate your assistance in disseminating this information to the relevant officers within your Ministry and the institutions under your purview. In view of the programme's relevance to the mandate and functions of your institution, we would be grateful for your kind consideration in nominating a suitably qualified candidate for participation.

Kindly note that all nominations should fully comply with the guidelines set out in the programme details attached herewith, and be submitted in accordance with TA Circular 2013/2014 (ii) dated 24th October 2013, issued by the Ministry of Finance and Planning.

Please be informed that, in accordance with the guidelines of this programme, **airfare is not provided by the sponsoring agency** and is required to be borne by the nominating Government. Further, as per prevailing Government circulars, such payments cannot be made from domestic funds using budgetary allocations. In this context, the Department of External Resources (ERD) will facilitate the selected candidate in obtaining an air ticket through available sponsorship, subject to the availability of sponsorship and the acceptance of the sponsor to provide such support. The selected candidate is therefore requested to contact the Department of External Resources (ERD) immediately upon confirmation of selection, with a formal request seeking facilitation to obtain the air ticket, together with a copy of his/her passport.

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அதிகாரம் தலைவர்
Director General

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அலுவலகம்
Office

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94-11-2484600

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தொலைபேசி
Fax

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Please note that this facility is strictly subject to the availability of sponsorship. In the event that sponsorship cannot be secured, the selected applicant will be required to make independent arrangements to obtain the air ticket at his/her own expense. Accordingly, a written consent from the candidate, duly recommended and endorsed by the respective Ministry/ Institution (employer), confirming his/her willingness to bear the cost of the air ticket if required, should be submitted together with the nomination. Please note that applications not accompanied by the above mentioned statement from the applicant, duly endorsed by the relevant authority, will not be processed.

The nomination should reach ERD on or before 2:00 PM on 27th July 2026, accompanied by the following documents:

- Nomination letter with the recommendation from the relevant Ministry
- Application (a copy of online application)
- Duly completed ERD Form (downloadable from www.erd.gov.lk)
- A formal letter indicating the candidate's willingness to bear the air ticket cost, if required. **This letter must be duly endorsed by the Head of the Institution.**

Please note that only one opportunity is available for Sri Lanka to participate in this training programme. Therefore, applications received by ERD will be considered on a first-come, first-served basis. Selection will be made by the Government of Singapore based on the nominee's qualifications, experience, and the relevance of the programme to their current role.

Please be informed that once selections are confirmed, nominees are expected to honour their acceptance and refrain from withdrawing except under exceptional and unavoidable circumstances. As these training opportunities are extended for the benefit of the country, withdrawals after selection adversely affect Sri Lanka's standing and result in the loss of valuable training slots, while depriving other deserving officers of the opportunity. Accordingly, both nominees and respective Ministries/organizations are kindly requested to ensure that applications are submitted only with a firm commitment to participate.

Instructions for applicants are available at <https://go.gov.sg/start-guide>, and nominated applicants are strongly advised to register online at their earliest convenience. As this is an online application process, nominees are required to submit their applications via <https://go.gov.sg/scp-lwrn>. Timely submission of the online application together with all required documents will enable this Department to process the nomination with the necessary endorsement, as required by the organizers, and facilitate the allocation of the training slot for Sri Lanka.

This programme presents a valuable opportunity for the Government of Sri Lanka to further enhance the knowledge and leadership capacities of its officials. Accordingly, your cooperation in nominating the most suitable candidate to effectively utilize this opportunity would be greatly appreciated.

Your early response in this regard would be highly appreciated.



Upendra Wijerathne
Director (Actn.)
for Director General



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வெளிநாட்டு வளங்கள் இணைக்களம்
Department of External Resources

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கனக்குறைவு அமைச்சு (3 වැනි මහල), ප.ම.ප. 277, කොළඹ 99199, ශ්‍රී ලංකාව
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Ministry of Finance, Planning and Economic Development

The Secretariat (3rd Floor), P.O. Box 277, Colombo 99199, Sri Lanka
கனக்குறைவு அமைச்சு (3 வැන மஹல)

Website: www.erd.gov.lk

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எனது இல
My No

ERD/TA/SIN/S/20/33

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நாள்
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02nd June 2026

Attn: Officer In-Charge Foreign Trainings

Secretary to the President
Secretary to the Prime Minister
Heads/ Other Special Spending Units
Secretaries / All Ministries
Heads/ All Departments
Chief Secretaries / All Provincial Councils

Short Term Training Programme on "Digital Government Transformation"
From 21st September to 25th September 2026 in Singapore

We would like to inform you that the Government of Singapore has invited nominations for the upcoming training program titled "Digital Government Transformation" organized under the Singapore Cooperation Programme (SCP).

The course will provide participants with practical knowledge and strategic frameworks for implementing comprehensive digital government transformation. Participants will learn how to modernise government operations, design citizen centric digital services, and build institutional capabilities for sustained digital innovation whilst ensuring cybersecurity, data protection, and digital inclusion across diverse populations.

In this regard, we would greatly appreciate your assistance in disseminating this information to the relevant officers within your Ministry and the institutions under your purview. In view of the programme's relevance to the mandate and functions of your institution, we would be grateful for your kind consideration in nominating a suitably qualified candidate for participation.

Kindly note that all nominations should fully comply with the guidelines set out in the programme details attached herewith, and be submitted in accordance with TA Circular 2013/2014 (ii) dated 24th October 2013, issued by the Ministry of Finance and Planning

Please be informed that, in accordance with the guidelines of this programme, **airfare is not provided by the sponsoring agency** and is required to be borne by the nominating Government. Further, as per prevailing Government circulars, such payments cannot be made from domestic funds using budgetary allocations. In this context, the Department of External Resources (ERD) will facilitate the selected candidate in obtaining an air ticket through available sponsorship, subject to the availability of sponsorship and the acceptance of the sponsor to provide such support. The selected candidate is therefore requested to contact the Department of External Resources (ERD) immediately upon confirmation of selection, with a formal request seeking facilitation to obtain the air ticket, together with a copy of his/her passport.

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அதிகாரம் தலைவர்
Director General

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The nomination should reach ERD on or before 2:00 PM on 15th July 2026, accompanied by the following documents:

- Nomination letter with the recommendation from the relevant Ministry
- Application (a copy of online application)
- Duly completed ERD Form (downloadable from www.erd.gov.lk)
- A formal letter indicating the candidate's willingness to bear the air ticket cost, if required. **This letter must be duly endorsed by the Head of the Institution.**

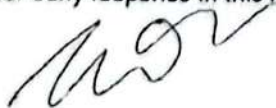
Please note that only two opportunity is available for Sri Lanka to participate in this training programme. Therefore, applications received by ERD will be considered on a first-come, first-served basis. Selection will be made by the Government of Singapore based on the nominee's qualifications, experience, and the relevance of the programme to their current role.

Please be informed that once selections are confirmed, nominees are expected to honour their acceptance and refrain from withdrawing except under exceptional and unavoidable circumstances. As these training opportunities are extended for the benefit of the country, withdrawals after selection adversely affect Sri Lanka's standing and result in the loss of valuable training slots, while depriving other deserving officers of the opportunity. Accordingly, both nominees and respective Ministries/organizations are kindly requested to ensure that applications are submitted only with a firm commitment to participate.

Instructions for applicants are available at <https://go.gov.sg/start-guide>, and nominated applicants are strongly advised to register online at their earliest convenience. As this is an online application process, nominees are required to submit their applications via <https://go.gov.sg/tctp-dgt2026>. Timely submission of the online application together with all required documents will enable this Department to process the nomination with the necessary endorsement, as required by the organizers, and facilitate the allocation of the training slot for Sri Lanka.

This programme presents a valuable opportunity for the Government of Sri Lanka to further enhance the knowledge and leadership capacities of its officials. Accordingly, your cooperation in nominating the most suitable candidate to effectively utilize this opportunity would be greatly appreciated.

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