



# විදේශ සම්පත් දෙපාර්තමේන්තුව வெளிநாட்டு வளங்கள் திணைக்களம் Department of External Resources

CHIEF SECRETARY'S SECRETARIAT  
04 JUL 2017

ජාතික ප්‍රතිපත්ති හා ආර්ථික කටයුතු අමාත්‍යාංශය  
මහලක්කි මාර්ගාලය (3 වැනි මහල), නැ.අ.ප. 277, කොළඹ 00100, ශ්‍රී ලංකාව  
தேசிய கொள்கைகள் மற்றும் பொருளாதார அமைச்சு அமைச்சு,  
செயலகம் (3 ஆம் மாடி) த.ப.அ.ப. 277, கொழும்பு 00100, இலங்கை  
Ministry of National Policies and Economic Affairs  
The Secretariat (3<sup>rd</sup> Floor), P.O. Box 277, Colombo 00100, Sri Lanka

Web Site: www.erd.gov.lk e-mail: info@erd.gov.lk

මගේ අංකය  
எனது இல  
My No

TA/Sin/S/478

ඔබේ අංකය  
உமது இல  
Your No.

05 JUL 2017

Eastern Province  
Trincomalee

දිනය  
திகதி  
Date

23-06-2017

Secretary\ Ministry of Mahaweli Development & Environment  
Secretary\ Ministry of Megapolis & Western Development  
Secretary\ Ministry of Provincial Councils & Local Government

Dear Sir/Madam

**Biodiversity Conservation: Wetland Management**  
- from 25<sup>th</sup> to 26<sup>th</sup> September 2017 – Singapore

The Government of Singapore has invited nominations from eligible Government Officials in Sri Lanka for the above training programme. A copy of the programme details and the Application Form in this regard are enclosed.

You are kindly requested to submit nominations with the following documents on or before 12<sup>th</sup> July 2017.

1. Duly filled Application Form (filled in single sides) along with certified copies of the certificates of Academic and Professional Qualifications (in two sets).
2. ERD Form 2 can be downloadable from [www.erd.gov.lk](http://www.erd.gov.lk) (original only)

Please also note that the respective nominating agency should bear the nominee's round-trip airfare. The Government clearance to leave the country to participate in this programme has to be obtained only after the offer is granted to the nominee.

Your early response in this regard is highly appreciated.

Yours sincerely

Noor Rizna Anets  
Addl. Director General  
for Director General

Copies to: Chief Secretaries, All Provincial Councils

30/E  
des/pe r  
Forwarded pr.  
H.D. Ananda Subvrahma  
Assistant Chief Secretary  
Chief Secretary's Secretariat  
Eastern Province  
PST Closing Date  
2017/07/10

## **BIODIVERSITY CONSERVATION – WETLANDS MANAGEMENT**

**25 TO 29 SEPTEMBER 2017**

Sponsored by the

**SINGAPORE COOPERATION PROGRAMME**

under the

**SINGAPORE COOPERATION PROGRAMME TRAINING AWARD/  
SMALL ISLAND DEVELOPING STATES TECHNICAL COOPERATION  
PROGRAMME**

to be conducted by the

**NATIONAL PARKS BOARD**

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### **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, Singapore has sponsored training courses and study visits for over 110,000 officials from more than 170 countries. The SCP is managed by the Technical Cooperation Directorate of the Singapore Ministry of Foreign Affairs.

### **National Parks Board**

The National Parks Board (NParks) is responsible for providing and enhancing the greenery of Singapore which the government calls a "City in a Garden". NParks also engages the community in enhancing the quality of their living environment. It manages over 300 parks and 4 nature reserves including the Sungei Buloh Wetland Reserve, recognised as a Flyway Site of international importance for migratory shorebirds since 2002.

As the lead agency in nature conservation, NParks has developed an urban biodiversity conservation model, which aims to conserve representative eco-systems in land-scarce Singapore. NParks also monitors and coordinates measures to enhance the presence of biodiversity in Singapore's urban landscape.

## Course Objectives

This course will provide participants with a basic understanding of coastal wetland ecosystems, migratory bird flyways focusing on the East Asian-Australasian Flyway (EAAF), shorebird conservation, community engagement and public awareness programming concepts.

It will also give participants an overview of wetland ecology and enable participants to understand effective management and sustainable utilisation of wetland resources.

## Synopsis

Topics to be covered include:

- Ecology and Management of Wetlands.
- Mangrove Habitats.
- Bird Migration and their Flyways.
- Key Threats to the Migratory Birds in the EAAF.
- Conservation of the Migratory Birds.
- Zoonotic Diseases of the Migratory Birds.
- New Technology used to study Bird Migration.
- Communication, Education and Public Awareness.

## Methodology

A variety of teaching methodologies will be used throughout the course to ensure active learning and participation including lectures, group discussions, presentations and case studies. Relevant site visits will also be included to enhance the learning experience of the participants.

## Duration

The course will be held from 25 to 29 September 2017.

## Application Information

Applicants should be:

- Mid- to senior-level officials and policy-makers involved in wetland management;
- Nominated by their respective Governments;
- Proficient in spoken and written English; and
- In good health.

## Terms of Award

The course is sponsored by the Government of Singapore under the Singapore Cooperation Programme Training Award and the Small Island Developing States Technical Cooperation Programme.

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:

- A daily training allowance of One Hundred and Twenty Singapore Dollars (S\$120) from first day to last day of the course to cover meals and daily expenses. [Complimentary breakfast is provided in the hotel from the first day to one day after the course.];
- Transportation to course venue and site visits;
- Medical insurance for participants to cover accident and hospitalisation during their stay in Singapore in accordance with the policy of a local insurance company; and
- Accommodation for the entire duration of the course.

## Note:

- (i) The nominating government will be responsible for their participants' round-trip airfares.
- (ii) Participants are to bear their personal miscellaneous expenses that might be incurred prior to receiving the allowance.
- (iii) Any expenses for out-patient medical/dental treatment will be borne by the participants themselves.

## Regulations

Participants are required to comply with the following:

- (a) Strictly observe course schedules and not miss training sessions.
- (b) Not bring any member of their family and/or aide for the duration of the course.
- (c) Carry out instructions and abide by conditions as may be stipulated by the nominating Government or the Government of Singapore with respect to the course.

- (d) Refrain from engaging in political activities, or any form of employment for profit or gain while in Singapore.
- (e) Discontinue the course, in the event they fall seriously ill and are considered unable to continue the training or have committed an improper act.
- (f) Return to their respective home countries upon completion of the course.

### Application Procedure

(Closing date for nomination: **14 August 2017**)

The Government of Singapore is pleased to invite the respective National Focal Points for Technical Assistance to nominate **one (1)** suitable applicant. 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 National Focal Points for Technical Assistance in the event that its nominee(s) is not selected.

All nominations are to be submitted by the respective Government Institutions, using the official application form. The application forms are to be submitted and should reach the Ministry of Foreign Affairs, Singapore through the National Focal Point and the Singapore Embassy in the nominating country not later than **Monday, 14 August 2017**.

Please address the forms to:

Director-General  
Technical Cooperation Directorate  
Ministry of Foreign Affairs, Singapore  
Tanglin  
Singapore 248163

Attn: Mr Nicholas Sim  
Tel: (65) 6379 8461  
Fax: (65) 6479 3357  
E-mail: [Nicholas.SIM@mfa.gov.sg](mailto:Nicholas.SIM@mfa.gov.sg)

- To expedite the process, a copy of the completed application forms can be scanned and sent via e-mail/fax to the **email address/fax number stated above**. The original application forms can be mailed through diplomatic or normal channels.

- All application forms should be completed in full and **must** bear the endorsement of the respective Ministry of Foreign Affairs or National Focal Point responsible for technical assistance.
- Incomplete application forms or forms which are not endorsed will not be accepted.
- Applicants should refrain from making telephone, fax and email inquiries on the status of their applications.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. Their National Focal Point will also be informed directly or through our diplomatic representations in the nominating country.
- Flight arrangements are only to be made upon receipt of the Letter of Acceptance to the course.

### Information on Singapore

For more information about Singapore, you may wish to visit the Singapore Tourism Board website at [www.yoursingapore.com](http://www.yoursingapore.com)

 follow us at

 SCP Friends

# SINGAPORE COOPERATION PROGRAMME APPLICATION FORM

AFFIX A  
RECENT  
PASSPORT-  
SIZE  
PHOTOGRAPH  
HERE

Please type or write clearly in capital letters. Do not leave any space blank. Use "NIL" or "N/A" where applicable.

Programme: Singapore Cooperation Programme Training Award (SCPTA) /  
Small Island Developing States Technical Cooperation Programme (SIDSTEC)  
Course Title: Biodiversity Conservation – Wetlands Management  
Course Dates: 25 to 29 September 2017

## PART ONE: APPLICANT DETAILS (TO BE COMPLETED BY APPLICANT)

### Applicant's Particulars

Title	Dr/Mr/Mrs/Ms/Others (please circle accordingly)		
Family Name			
Given Name			
Gender		Date of Birth (dd/mm/yy)	
Nationality		Representing Government of	
Passport Number		Passport Expiry Date (dd/mm/yy)	
Religion		Dietary Restrictions (if any)	

### Contact Details

Country/Territory		State/Province		City/Town		
Office Address					Postal Code	
	Country Code	Area Code	Number	Personal Email		
Telephone No.				Other Email		
Mobile						
Fax No.						

### Person to be notified in case of emergency

Name		Relationship			
Address		Telephone No.	Country Code	Area Code	Number
		Email			

NOTE: This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country/territory. Forms which are incomplete or not endorsed will not be accepted.

**SINGAPORE COOPERATION PROGRAMME APPLICATION FORM**

**Employment History**

Organisation	Department	Designation	Nature of Job	From (dd/mm/yy)	To (dd/mm/yy)
					PRESENT

**Educational Qualifications**

Educational Qualification Attained	Educational Institution	From (dd/mm/yy)	To (dd/mm/yy)

**Professional Qualifications**

Description of Qualification	Date Attained

**Previous Attendance**

Have you attended any courses sponsored under the Singapore Cooperation Programme previously? If yes, please state the name and date of course(s).	Yes/No

NOTE: This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country/territory. Forms which are incomplete or not endorsed will not be accepted.

SINGAPORE COOPERATION PROGRAMME APPLICATION FORM

**PART TWO: DECLARATION (TO BE COMPLETED BY APPLICANT)**

I, \_\_\_\_\_ of \_\_\_\_\_  
Name of applicant Representing Country/Territory

Declare that:

- (a) All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not wilfully suppressed any material facts;
- (b) I am medically fit and free from any medical problems which may impair my ability to attend and complete the training in Singapore;
- (c) I am proficient in spoken and written English. (The course will be conducted in English. All participants are expected to have a good working knowledge of the English language.); and
- (d) I will be personally liable for all medical expenses incurred during my stay in Singapore, other than those covered under the Group Personal Accident Insurance and Group Hospital & Surgical Insurance policy.

(IMPORTANT NOTE: All successful participants are covered under Group Personal Accident and Group Hospital & Surgical Insurance, which does not cover any pre-existing conditions/illnesses or any outpatient medical/dental treatment. Participants are personally liable for all medical expenses beyond what is covered by the insurance policy. As the coverage is limited, participants are advised to make their own arrangements to obtain adequate medical insurance coverage for their stay in Singapore.)

- (e) *(For pregnant applicants)* I am \_\_\_\_\_ months pregnant and am/am not certified by a qualified doctor to be medically fit and in good health to travel and attend the training in Singapore;

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Singapore at my own expense.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of applicant

SINGAPORE COOPERATION PROGRAMME APPLICATION FORM

**PART THREE: TO BE COMPLETED BY DIRECT SUPERVISOR**

I nominate (Dr/Mr/Mrs/Ms\*) \_\_\_\_\_ holding Passport No. \_\_\_\_\_ for the training course.

\_\_\_\_\_  
Name and Designation

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Name of Organisation

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country code Area code Office tel no.

\_\_\_\_\_  
Signature

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country code Area code Office fax no.

Please describe why the applicant has been nominated for this course:

\_\_\_\_\_

Please describe what skills / knowledge you would like the applicant to gain from this course:

\_\_\_\_\_

**PART FOUR: ENDORSEMENT (TO BE COMPLETED BY NATIONAL FOCAL POINT FOR TECHNICAL ASSISTANCE / MINISTRY OF FOREIGN AFFAIRS OF NOMINATING GOVERNMENT)**

By signing below, I confirm that I endorse the above nominee and that I believe all the statements in this form to be correct.

\_\_\_\_\_  
Name

(Ministry's Official Stamp)

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Name of Organisation

\_\_\_\_\_  
Signature

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country code Area code Office tel no.

\_\_\_\_\_  
Email Address

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Country code Area code Office fax no.

NOTE: This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country/territory. Forms which are incomplete or not endorsed will not be accepted.