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Department of External Resources

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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

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Date

04th March 2026

Attn: Officer In-Charge Foreign Trainings

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

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Short Term Training Programme on "Leadership in Schools"
- From 13th to 17th July 2026 in Singapore

We would like to inform you that the Government of Singapore has invited nominations for the upcoming training program titled "Leadership in Schools" organized under the Singapore Cooperation Programme (SCP). The programme is designed to equip school administrators and educational leaders with the appropriate dispositions, competencies, and leadership skills required to effectively manage schools within an increasingly dynamic and complex educational environment.

In this regard, we would greatly appreciate your kind assistance in disseminating this information among the relevant officers within your Ministry and the institutions under your purview. Should the objectives and content of the programme align with the mandate and functions of your institution, you are kindly invited to nominate a suitably qualified candidate for participation.

Please note that all nominations should strictly adhere to the guidelines stipulated in TA Circular 2013/2014 (ii) dated 24 October 2013, issued by the Ministry of Finance and Planning, as well as the application information provided in the programme annex attached herewith.

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.

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

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பணிப்பாளர் நாயகர்
Director General

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அலுவலகம்
Office

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94-11-2484600

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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 08th May 2026**, accompanied by the following documents:

- Nomination letter from the relevant Ministry
- Application (a copy of online application)
- ERD form
- 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. 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/leadership-sch>. 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.



Tharanga Liyanage
Additional Director General
for Director General