



**විදේශ සම්පත් දෙපාර්තමේන්තුව**  
**வெளிநாட்டு வளங்கள் திணைக்களம்**  
**Department of External Resources**

මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශය  
මහලේකම් කාර්යාලය (3වැනි මහල), තැ.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව  
நிதி, பொருளாதார உறுதிப்படுத்துதல் மற்றும் தேசியக் கொள்கைகள் அமைச்சு  
செயலகம் (3ஆம் மாடி), த. பெ. இல 277, கொழும்பு 00100, இலங்கை  
Ministry of Finance, Economic Stabilization and National Policies  
The Secretariat (3rd Floor), P.O. Box 277, Colombo 00100, Sri Lanka

Web Site: [www.erd.gov.lk](http://www.erd.gov.lk)

e-mail: [info@erd.gov.lk](mailto:info@erd.gov.lk)

මගේ අංකය  
எனது இல  
My No

TA/JICA/S/1512/23

ඔබේ අංකය  
உமது இல  
Your No

දිනය  
திகதி  
Date

06 July 2023

Secretary / Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government  
Secretary / Ministry of Health

Attn: Officer In-charge of Foreign Trainings

Dear Sir,

**JICA Knowledge Co-Creation Program: Non-Communicable Diseases (NCDs) Prevention and Control in Remote Island Regions (In Japan)**

**From 04<sup>th</sup> October 2023 to 09<sup>th</sup> November 2023**

This has reference to the above training programme offered by the Japan International Cooperation Agency (JICA) for the eligible Government officials of Sri Lanka. The Application Form can be downloaded from the website at the External Resources Department (ERD).

We would highly appreciate, if necessary action can be taken to send suitable nominations from the relevant institutions under the purview of your ministry for the above program. Each of the nominees has to submit two sets of applications along with the following documents;

1. Nomination letter of the line ministry
2. For each of the nominee; two sets of duly filled Application Form for "JICA Knowledge Co-Creation Programme" – New official Application Form can be downloaded from ERD public website ([www.erd.gov.lk](http://www.erd.gov.lk)). Please note that hand written applications will not be accepted.
3. Copy of the Nominee's English Score Sheet, if available (e.g. TOEFL, TOEIC, IELTS)
4. Copy of the Passport or other official ID (if do not possess a passport)  
(P.S. – should include Name, Date of Birth, Nationality and Sex)
5. Duly filled ERD Form (Available at ERD public website, [www.erd.gov.lk](http://www.erd.gov.lk))
6. Job Report: to be submitted with the application form. Fill in Annex 1 of this general Information

Please note that only the duly completed applications received by ERD before 2.00 p.m. on 23<sup>rd</sup> August 2023, with the line ministry covering letter and other relevant documents as stipulated above, will be processed. (For further enquiries please contact following officers of Technical Assistance Division; Ms. Chandrika Senanayake, Deputy Director – 0112484703 or Ms. Thanuja Dilrukshi - Development Officer – 0112151406).

Further, we wish to inform you that officials already trained under a JICA programme will not be qualified for another JICA training programme within five (5) years of such training.

Your early response in this regard is highly appreciated

Yours faithfully

Udeni Udugahapattuwa  
Additional Director General  
for Director General

Cc: Chief Secretaries, All Provincial Councils  
Director, International Health Division  
Director, Directorate for Non-Communicable Diseases

Pl. send nominations with  
recommendations of the relevant line

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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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தொலைநகல்  
Fax

94-11-2447633  
94-11-2387153  
94-11-2434876