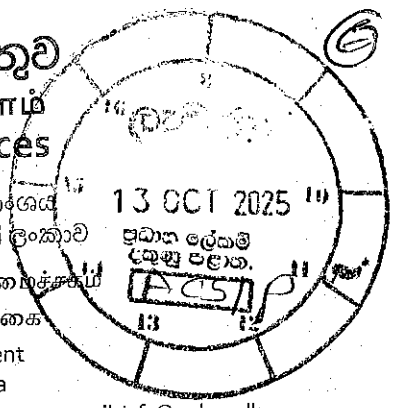




විදේශ සම්පත් දෙපාර්තමේන්තුව வெளிநாட்டு வளங்கள் திணைக்களம் Department of External Resources



இதன், இலங்கை அரசு சார்ந்த சம்பந்தமான அமைச்சு
அமைச்சு காரியாலய (3 வது மாடிக்), கொழும்பு 00100, சீ. இலங்கை
நிதி, திட்டமிடல் மற்றும் பொருளாதார மேம்பாட்டு அமைச்சு
செயலகம் (3 ஆம் மாடிக்), கொழும்பு 00100, இலங்கை
Ministry of Finance, Planning and Economic Development
The Secretariat (3rd Floor), Colombo 00100, Sri Lanka

Website: www.erd.gov.lk

e-mail: info@erd.gov.lk

මගේ අංකය
எனது இல
My No

TA/JICA/S/75/25

ඔබේ අංකය
உமது இல
Your No

2025/10/14

දිනය
திகதி
Date

08th October 2025

Attn: Officer In-charge of Foreign Trainings

Secretary / Ministry of Health and Mass Media

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

JICA Knowledge Co-Creation Program: Hospital Management (C) (Online & In Japan)

- Online Programme Period: from 02nd February 2026 to 06th February 2026
- Course Period in Japan: from 08th February 2026 to 12th March 2026

The Japan International Cooperation Agency (JICA) in Sri Lanka has invited nominations for the above Training Programme scheduled to be held in Japan from 08th February 2026 to 12th March 2026, with an online programme period from 02nd February 2026 to 06th February 2026. The details of the program, including the course description and application guidelines, are enclosed for your reference.

The objective of this training program is to equip human resources involved in hospital management in low-income and middle-income countries with the essential knowledge and skills required to enhance health and medical services. Through participation, individuals will develop the capacity to analyze and identify challenges and solutions in hospital management from a health systems perspective, and to systematically formulate these into concrete, actionable projects.

We are of the view that this programme presents a valuable opportunity, for the Ministry and the institutions under your preview, and could greatly benefit from participation. Therefore, we kindly request you to nominate suitable candidates for the program. These nominations will be submitted to the Government of Japan for final selection. Each nominee must meet the eligibility criteria and submit 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 Program" – New official Application Form can be downloaded from ERD public website (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 (if available)
5. Job Report: to be submitted with the application form. Fill in Annex VI, of this General Information
6. Duly filled ERD Form (Available at our website, www.erd.gov.lk)

(Cont. P/02)

Any discrepancies in names of the nominees across different documents may lead to administrative issues and complications in processing the application. Therefore, we kindly advise the nominees to use the name exactly as it appears in their passports in all documentation related to the program.

Further, please note that only the duly completed applications received by this office **on or before 2.00 P.M. on 20th November 2025**, with all required documents as stipulated above, will be processed.

In addition, we would like to inform you that the officials already trained under the JICA program will not be qualified for another JICA training program within two (2) years of such training.

To ensure the most effective representation of Sri Lanka at this program, we recommend that nominations be made with due consideration to the nominees' subject matter expertise, continuity in the relevant portfolio, and their capacity to contribute substantively to the program agenda. The selected participants are also expected to represent Sri Lanka's national interests in a professional and consistent manner. Therefore, we would highly appreciate your support in identifying the most suitable and deserving candidates for this invaluable opportunity extended by JICA to the Government of Sri Lanka and we look forward to receiving a strong list of nominations.

Tharanga Liyanage
Additional Director General
for Director General

Copies to:

1. Director, International Health Division of the Ministry of Health & Mass Media
- ✓ 2. Chief Secretaries, All Provincial Councils
3. Heads, All Provincial Departments of Health

Enclosure: GI booklet