



අධිකරණ සේවා කොමිෂන් සභා ලේකම් කාර්යාලය
நிதிச்சேவை ஆணைக்குழுச் செயலகம்
Judicial Service Commission Secretariat

JUDICIAL SERVICE COMMISSION SECRETARIAT | JUDICIAL SERVICE COMMISSION SECRETARIAT

මගේ අංකය
எனது இலக்கம்
My No.

JSC/SEC/F. Training/ 2024
உமது இலக்கம்
Your No.

දිනය
திகதி
Date 28.03.2025

To All High Court Judges and Judicial Officers,

Call for Nominations: Training Programme on "Digitalization", From 21st April to 05th May 2025, India

This refers to the letter dated 24.03.2025 by Additional Director General (CuD)/ Department of External Resources, on the subject referred to above.

02. The said letter is published in the JSC website on the directions of the Judicial Service Commission.

Under the command of the Judicial Service Commission.

H.S.Somaratne
Secretary
Judicial Service Commission

H. Sanjeewa Somaratne
Secretary
Judicial Service Commission
Colombo 12



විදේශ සම්පත් දෙපාර්තමේන්තුව
வெளிநாட்டு வளங்கள் திணைக்களம்
Department of External Resources

මුදල්, ක්‍රමසම්පාදන සහ ආර්ථික සංවර්ධන දෙපාර්තමේන්තුව
உறவுகூட்டு கார්යாலய (3 වැනි මහල), කු.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව
நதி, திட்டமிடல் மற்றும் பொருளாதார அபிவிருத்தி அமைச்சு
செயலகம் (3 ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை
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

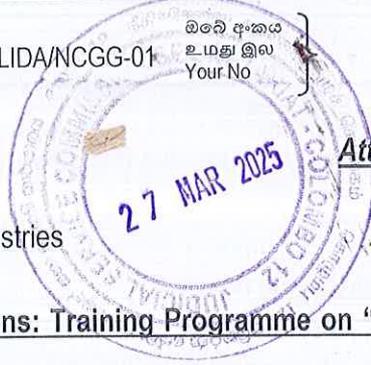
මගේ අංකය
எனது இல
My No

TA/INDIA/S/SLIDA/NCGG-01

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

24th March 2025



Attn: Officer In-Charge Foreign Trainings

Secretaries, All Ministries

Call for Nominations: Training Programme on "Digitalization", From 21st April to 05th May 2025, in India

The Government of India, through the National Centre for Good Governance (NCGG) has invited nominations from the eligible government officials for the above programme under the Memorandum of Understanding between NCGG and the Sri Lanka Institute of Development Administration (SLIDA).

02. This course being specifically designed for Sri Lankan public service officers who directly involve in decision making and in the field level in transforming traditional government services into digital formats. The training program aims to develop personnel with advanced knowledge in digitalization and the programme contents are as follows.

- Digitalization in governance
- Digital Tools for decision making
- The Role of data analytics in government decision making
- Introduction to block chain for transparency in governance
- Digital transformation and innovation
- Strategic management in digitalization
- Crisis management in cyber security
- Change management and leading innovation
- Policy implementation, monitoring and evaluation
- Case studies and discussions with the experts on successful digitalization in India

03. This program will also help develop a sense of partnership and mutual understanding among participants, thereby strengthening the collaborative relationships among the participants' working organizations.

Cont:

අධ්‍යක්ෂ ජනරාල්
பணிப்பாளர் நாயகம்
Director General

94-11-2484693

කාර්යාලය
அலுவலகம்
Office

94-11-2484500
94-11-2484600

ෆැක්ස් අංකය
தொலை நகல்
Fax

94-11-2447633
94-11-2387153

04. NCGG and SLIDA expect the applying organizations to nominate officers in accordance with the following eligibility criteria.

1. Officers directly involve in the citizen interface providing public services
2. If at decision-making levels at all levels (planning, administration, implementation and monitoring), officers of Grade 1 or above in the All Island Services;
3. For officers below Grade 1, they must be officers directly involved in public service delivery at the division, district, and provincial levels;
4. The officer should have at least **8 years** of experience in public service;
5. Should have a competent command over spoken and written English;
6. Must be in good health (both physically and mentally);
7. Age of the candidates must be under forty-five (45) years as of March 31, 2025, if below Grade 1;
8. Officers who have already received training under the NCGG or ITEC programmes will not be eligible for another NCGG training program within five (5) years of that training.

05. We would highly appreciate, if you could circulate the programme among the relevant officials under the purview of your ministry, and submit suitable nominations to the Department of External Resources (ERD) **on or before 4.00 p.m. on 27th March 2025**. Applicants must furnish all required information and duly completed application must be submitted along with the following documents.

- Nomination letter (Approved letter from the Ministry)
- Two sets of the duly filled application form (in NCGG prescribed format duly authenticated by the Secretary of the concerned Ministry in accordance with the eligibility criteria)
- Duly filled ERD form (can be downloaded from www.erd.gov.lk)
- A copy of the detailed page of Passport
- A statement on the relevance of the training program to the current job role

06. We would like to inform you that the total number of participants to the training programme will be limited to forty (40) and, the final selections of participants will be conducted through a joint mechanism with SLIDA, Ministry of Public Administration, Provincial Councils and Local Government and the Department External Resources. Therefore, we would like to highlight the below matters which would be observe carefully in the selection process.

- The applications with incomplete information or not meeting eligibility conditions shall be disqualified without screening further;
- Based on the number of applications, received for the programme, a personal interview may be conducted with prior information communicated to candidate via email;
- A list of selected candidates shall be declared and only the successful candidates will be informed via email along with further details of the programme;
- The applications may be reviewed based on NCGG's requirement by the Selection Committee;
- Submission of false information will be viewed very seriously

07. Government of India has informed that they will provide the following facilities to participants of the training programme.

- Return Air Ticket from Colombo to Training Institute in India
- Course fees
- Accommodation- Hostel/ Hotel
- Medical expenses (only in case of medical emergency during their training in India)
- Approved study tours (including places of historical importance)

08. We are confident that this training will provide the participants with valuable insights and skills that will contribute to their professional development and the success of the public services and your organization. Therefore, we would be very grateful if you could submit the most suitable nominations to ensure the maximum benefit from this training.

09. Your prompt response in this regard is greatly appreciated.



Tharanga Liyanage
Additional Director General (CuD)
for Director General

Copy: Director General, SLIDA

GOVERNMENT OF INDIA
MINISTRY OF EXTERNAL AFFAIRS
NATIONAL CENTRE FOR GOOD GOVERNANCE

(Application for the courses fully funded by the Ministry of External Affairs, Government of India)

APPLICATION FORM

Fix Applicants' Photo
here

Part - I

Name of Course	Digitalization
Training Period	21 st April to 06 th May 2025

Part - II

*(to be filled by the applicant)

1. Personal Particulars :

Full Name			
Sex			
Nationality			
Marital Status			
Date of Birth			
Passport No.		Issued Date	
Passport Validity till:		Issued Place	
Address	Office	Residence	
Telephone No.			
WhatsApp No.			
Email :			
Special dietary needs, if any			

2. Person(s) to be notified in case of Emergency :

	Official Contact	Personal/ Family Contact
Name		
Address		
Telephone No		
Mobile		
Fax		
Email		

3. Educational Qualification(s) (From highest to lowest) :

Degree/ Diploma/ Certificates	Year	Name of Educational Institution

4. Professional Qualification(s), if any (From highest to lowest) :

Professional Qualification(s)	Year	Name of Educational Institute

5. Details of Current Employment :

Name of the Employer	
Address	
Email Address	
Phone Number	
Designation	
All Island Service Category	
Work Responsibilities	
Working Since	

6. Details of Previous Employment (in descending order) :

Name of Employer	Position	Period	Description of Duties

7. Have you ever attended a course sponsored by the Government of India?

.....

7.1 If answer to 7 is yes, details of the course(s) :

Name of Course	Institute	Year

11. Any other language proficiency :

Language	Level	Remarks

I hereby certify that the information provided in this application is true and correct to the best of my knowledge and belief.

.....
Date

.....
Signature of the Applicant
Designation and Official Stamp

Part – III
(To be filled by the Head of the Institution)

I certify that the above details furnished by the employee are true and correct as per the personal details at this institution. Having paid special attention to the duties assigned to the employee and having analyzed his/her abilities, I hereby recommend the above officer as the most suitable person for the above training course from this institution.

.....
Date

.....
Signature of the Head of the Institution
Designation and Official Stamp