



“ විශිෂ්ට භාජ්‍ය සේවාවක් සඳහා දැරූ කැපවීම ”
ප්‍රධාන ලේකම් කාර්යාලය - බස්නාහිර පළාත
பிரதான செயலாளர் அலுவலகம் - மேல் மாகாணம்
OFFICE OF THE CHIEF SECRETARY - WESTERN PROVINCE



204, ඩෙන්සිල් කොබ්බෑකඩුව මාවත, බත්තරමුල්ල.
 204, டென்சில் கொப்பேகடுவ மாவத்தை. பத்தரமுல்ல.
 204, Denzil Kobbekaduwa Mawatha, Battaramulla.



ප්‍රධාන ලේකම් பிரதான செயலாளர் Chief Secretary	} දුරකථන / தொலைபேசி / Telephone - 011 - 2092599 පැක්ස් / பெக்ஸ் / Fax - 011 - 2092601 ඊ-මේල් / மின்னஞ்சல் / E-mail - chiefsecretary@wpc.gov.lk	} සෞඛ්‍ය දුරකථන தொலைபேசி இலக்கம் General Telephone } 011 - 2093000
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මගේ අංකය
எனது இலக்கம்
My No.

CSWP/PTR/4-4/FI/1-11(A)

ඔබේ අංකය
உமது இலக்கம்
Your No.

දිනය
நிகதி
Date

2022.04. 05

නියෝජ්‍ය ප්‍රධාන ලේකම් (සැලසුම්),
 ප්‍රධාන ලේකම් කාර්යාලය (බ.ප.)

MTCP: Project & Portfolio Management for Managers -
From 18 th – 22 nd July 2022 (Online)

ඉහත පුහුණු වැඩසටහන සම්බන්ධයෙන් විදේශ සම්පත් දෙපාර්තමේන්තුවේ අධ්‍යක්ෂ ජනරාල්ගේ අංක TA/MY/S/20/2022 හා 2022.03.25 දිනැති ලිපිය මගින් නාමයෝජනා අයදුම්පත් ඉදිරිපත් කරන ලෙස දන්වා ඇත. අදාළ ලිපියේ පිටපතක් මේ සමග අමුණා ඇති අතර, අදාළ අයදුම්පත්‍රය www.erd.gov.lk වෙබ් අඩවියෙන් බාගත කර ගැනීමට හැකියාව ඇත.

02. ඒ අනුව, මෙම වැඩසටහන සඳහා සහභාගී වීමට අපේක්ෂිත වඩාත්ම සුදුසු නිලධාරීන්ගේ නාමයෝජනා අයදුම්පත් 2022.05.30 දිනට පෙර මා වෙත යොමු කිරීමට කටයුතු කරන ලෙස කාරුණිකව දන්වමි.

ඩබ්ලිව්.ටී.ඒ. මානෙල්,
 නියෝජ්‍ය ප්‍රධාන ලේකම් (පිරිස් හා පුහුණු)
 ප්‍රධාන ලේකම් වෙනුවට,
 බස්නාහිර පළාත.

නියෝජ්‍ය ප්‍රධාන ලේකම් பிரதான செயலாளர் Deputy Chief Secretary	පාලන நிர்வாகம் Administration	පිරිස් හා පුහුණු ஆளணி மற்றும் பயிற்சி Personnel & Training	මුදල நதி Finance	සැලසුම් திட்டமிடல் Planning	ඉංජිනේරු பொறியியல் Engineering	ප්‍රධාන අභ්‍යන්තර විමර්ශක பிரதான உள்நகல் சணக்காய்வாளர் Chief Internal Auditor	
	Tel : 0112092606 Fax : 0112092609 dcsadmin@cs.wpc.gov.lk	Tel : 0112092631 Fax : 0112092647 dcspt@cs.wpc.gov.lk	Tel : 0112092640 Fax : 0112092636 dcsfinance@cs.wpc.gov.lk	Tel : 0112092532 Fax : 0112092533 dcsplan@cs.wpc.gov.lk	Tel : 0112092501 Fax : 0112092505 dcs@eng.wpc.gov.lk	Tel : 0112092628 Fax : 0112092625 cia@cs.wpc.gov.lk	



විදේශ සම්පත් දෙපාර්තමේන්තුව

வெளிநாட்டுவளங்கள்திணைக்களம்

Department of External Resources

31 MAR 2022

ප්‍රධාන දේපළ
විස්තාර පළාත

PTR 13

04 APR 2022

මහලේකම් කාර්යාලය (3වැනි මහල), තැ.පෙ. 277, කොළඹ 00100

இதல் அமைச்சு

செயலகம் (3ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை

Ministry of Finance

The Secretariat (3rd 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/MY/S/20/2022

ඔබේ අංකය
உமது இல
Your No

31 MAR 2022

SP

දිනය
நிகதி
Date

25 March 2022

H:C-S/P

Secretary to the Cabinet/Cabinet Office
Secretary to the Parliament/ The Parliament
Secretaries / All Ministries
Secretaries / All State Ministries

Attn: Officer In-Charge Foreign Trainings

Dear Sir/ Madam

MTCP: Project & Portfolio Management for Managers

- From: 18th – 22nd July 2022 (Online)

We are writing with reference to the e-mail dated 23rd March 2022 sent by the High Commission of Malaysia in Colombo on the above.

The Government of Malaysia has invited nominations from eligible Government officials in Sri Lanka for the above online programme. The programme details are enclosed.

We would highly appreciate, if you could instruct the relevant officials to circulate this programme among the Departments/Divisions/Institutes under your purview and submit nominations to the Department of External Resources (ERD) with the following documents on or **before 31st May 2022**.

- Nomination Letter (from the relevant Ministry)
- Duly Filled Application Form
- Dully Filled ERD Form (can be downloaded from www.erd.gov.lk)

For further enquiries please contact following officers of Technical Assistance Division; Ms. M.R.C.K Senanayake, Deputy Director – 0112484703 or Ms. Darshika Madurapperuma, Development Officer – 0112484995)

Your early response in this regard is highly appreciated.

Yours faithfully

Udeni Udugahapattuwa
Additional Director General
for Director General

PTR 13

inform D.G. (Plan)

for nominations

04/04

Copies to Chief Secretaries All Provincial Councils

About Us

Malaysian Technical Cooperation Programme (MTCP)



The Malaysian Technical Cooperation Programme (MTCP) was officially launched on 7 September 1980 at the Commonwealth Heads of State Meeting in New Delhi, India, to signify Malaysia's commitment to the

South-South Cooperation in particular, the Technical Cooperation among Developing Countries (TCDC). The MTCP emphasizes on the development of human resources through the provision of training in various areas which are essential for a country's development such as agriculture, economy, finance, public management and administration, science & technology and ICT, health diplomacy, safety and security including cyber security, cultural diplomacy, social development, environment-related to SDG2030, education, industrial and technical training. Annually, Malaysia offered more than 60 technical and capacity-building programs under the MTCP which have benefited more than 35,500 participants from 144 countries.

OBJECTIVES OF MTCP

- To share the development experience with other countries;
- To strengthen bilateral relations between Malaysia and other developing countries;
- To promote South-South Cooperation (SSC); and
- To promote the technical cooperation among developing countries.

For more information, refer to the MTCP Official FB page.

National Institute of Public Administration (INTAN)

The National Institute of Public Administration (INTAN) is the training arm of the Public Service Department, the central human resource development agency of the Malaysian government. INTAN provides quality training in all categories of civil servants from both federal and state levels.

It aims at increasing participants' level of knowledge and skills and in enhancing positive attitudes towards upgrading their ability to plan, administer, manage, and facilitate national development programmes. This is in line with its mission of developing a competent public sector workforce through quality learning.



CLOSING DATE

17 JUNE 2022

Application after closing date will not be entertained.

CONTACT US



MTCP INTAN Secretariat



+603 2084 7327



mtcp@intanbk.intan.my
international@intanbk.intan.my



www.intanbk.intan.my



MALAYSIAN TECHNICAL COOPERATION PROGRAMME 2022 (ONLINE COURSE)



PROJECT & PORTFOLIO MANAGEMENT FOR MANAGERS

18 – 22 JULY 2022
1100 – 1700 (GMT +8)

by
NATIONAL INSTITUTE OF
PUBLIC ADMINISTRATION (INTAN)
PUBLIC SERVICE DEPARTMENT
MALAYSIA

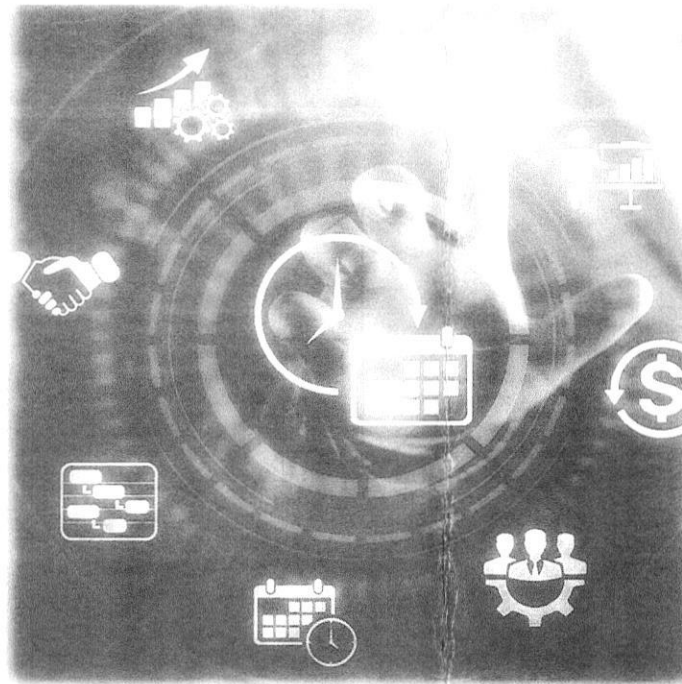
Background

As professionals from diverse disciplines are increasingly required to manage projects, all managers now need a good understanding of the principles of sound project management.

The course offers a range of elements in project and portfolio management and results-based monitoring and evaluation to equip professionals with the tools required to manage and evaluate impacts of projects. We outline the course by offering essential best practices applied by the Malaysian Public Sector as guidance.

The course is expected to run for **5 days (30 hours)** with an extensive coverage and inclusivity of both public and private perspectives on project management, through various **learning methodologies** like lecture series, forums and intellectual discourse.

Successful in
organisation,
be able to
respond
the
needs and
projects in an



Learning Outcomes

After completion of the course, participants are expected to:

- gain an in-depth understanding on the mechanisms, tools, focus areas, challenges in developing and analyzing key areas in monitoring and evaluating projects.
- apply effective methods of project planning, scheduling and control
- have a practical knowledge in adopting the project management toolkit and systematically track and report on progress
- apply agile project management skills to deliver faster, cost-effective and low risk change into own organization.

Who should apply?

- Middle/Senior Government Officers aged 26-50 years at managerial levels with direct involvement in project management and portfolios in various fields in the public sectors.
- Good command of spoken and written English.
- Has never participated in any MTCP courses.
- Satisfactory level of digital literacy.
- Be equipped with the relevant ICT tools such as laptop/desktop, web camera, microphone, speaker etc. & familiar with online learning platforms like Zoom, Google Meet etc.

How to apply?

- The course fees are **fully sponsored** by the Government of Malaysia.
- Applications should be made using the prescribed MTCP forms available at <https://www.kln.gov.my/documents/8390448/8392184/MTCP+2022++APPLICATION+FORM.pdf/31506fe1-acea-44d1-88a2-7b4227e6bd2a>
- MTCP application forms can also be obtained from the nearest Malaysian Embassy/High Commission in recipient countries.
- All application forms must be duly completed and endorsed by the Ministry of Foreign Affairs or National Focal/Aid Coordinator Agency in the respective countries and submitted **ONLY** through the diplomatic channel via the Embassy/High Commission of Malaysia.
- Only successful applicants will receive the Official Invitation notification one (1) week from the course date, by the Training Institute via email.**

IMPORTANT:

...COMPLETE AND/OR UNENDORSED FORMS