

PUBLIC GOVERNANCE AND ADMINISTRATION

4 TO 8 DECEMBER 2017

Sponsored by the

SINGAPORE COOPERATION PROGRAMME

under the

SINGAPORE COOPERATION PROGRAMME TRAINING AWARD / SMALL ISLAND DEVELOPING STATES TECHNICAL COOPERATION PROGRAMME

to be conducted by the

CIVIL SERVICE COLLEGE

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, Singapore has sponsored training courses and study visits for over 115,000 officials from more than 170 countries. The SCP is managed by the Technical Cooperation Directorate of the Singapore Ministry of Foreign Affairs.

Civil Service College

The Civil Service College (CSC) plays a pivotal role in nurturing and developing the Singapore Public Service to meet challenges of the future. Its mission is to develop a first-class Public Service through training and development. CSC endeavours to be the heart of learning excellence and development for the Public Service in Singapore.

CSC works closely with government ministries and public sector agencies to embed values, communicate public sector directions and manage change in individuals and organisations. It also partners public and private sector organisations, academic institutions and international government agencies to exchange best practices and experiences in leadership, policy development, public administration, and public service reform.

Course Objectives

This course will provide participants with an overview of the Singapore public service and its philosophy towards public governance and administration. The course also aims to provide insights on Singapore human resource strategies and how it eventually cascades into a relevant public service.

By the end of the course, participants will be able to:

- Gain insights on Singapore's approach to governance and understand how they are translated into policies for implementation.
- Understand Singapore's public administrative and financial reform initiatives.
- Appreciate the importance of corruption control for effective public administration.
- Understand key trends and developments affecting human resource management.

Synopsis

Topics to be covered include:

- Foundations and Frameworks: Singapore's Approach to Governance.
- Public Sector Reform and Managing Change.
- Public Policy Development.
- Singapore's Development and Modernisation Experience.
- Corruption Control: The Singapore Experience.
- Human Capital Management and Development for the Singapore Public Service.
- E-Government: Towards Public Sector Excellence.
- Financial and Budgetary Process in the Singapore Public Service.

Methodology

Using the best mix of training and learning methodologies, this programme will be highly interactive and experiential. Besides formal lecturing, participants will engage in open discussions, group work, exercises and other learning methodologies. Participants will also have adequate opportunity to share their experiences, learning points and challenges during the programme.

Duration

The course will be held from
4 to 8 December 2017.

Application Information

Applicants should be:

- Mid- to senior-level officials involved in public governance and administration;
- Nominated by their respective Governments;
- Proficient in written and spoken English; and
- In good health.

Terms of Award

The course is sponsored by the Government of Singapore under the Singapore Cooperation Programme Training Award and the Small Island Developing States Technical Cooperation Programme.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants (thereafter known as participants) during their training in Singapore. These expenses include:

- A daily training allowance of One Hundred and Twenty Singapore Dollars (S\$120) from first day to last day of the course to cover meals and daily expenses. [Complimentary breakfast is provided in the hotel from the first day to one day after the course];
- Transportation to course venue and site visits;
- Medical insurance for participants to cover accident and hospitalisation during their stay in Singapore in accordance with the policy of a local insurance company; and
- Accommodation for the entire duration of the course.

Note:

- (i) The nominating government will be responsible for its participants' round-trip airfares.
- (ii) Participants are to bear their personal miscellaneous expenses that might be incurred prior to receiving the allowance.
- (iii) Any expenses for out-patient medical/dental treatment will be borne by the participants themselves.

Regulations

Participants are required to comply with the following:

- (a) Strictly observe course schedules and not miss training sessions.
- (b) Not bring any member of their family and/or aide for the duration of the course.
- (c) Carry out instructions and abide by conditions as may be stipulated by the nominating Authority or the Government of Singapore with respect to the course.
- (d) Refrain from engaging in political activities, or any form of employment for profit or gain while in Singapore.
- (e) Discontinue the course, in the event they fall seriously ill and are considered unable to continue the training or have committed an improper act.
- (f) Return to their respective home countries upon completion of the course.

Application Procedure

(Closing date for nomination: **23 October 2017**)

The Government of Singapore is pleased to invite the respective National Focal Point for Technical Assistance to nominate **one (1)** suitable applicant. Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective National Focal Point for Technical Assistance in the event that its nominee(s) is not selected.

All nominations are to be submitted by the respective Government Institutions using the official Application Form. The application forms should reach the **Ministry of Foreign Affairs, Singapore** through the National Focal Point and the Singapore Embassy in the nominating country not later than **Monday, 23 October 2017**.

Please address the forms to:

Director-General
Technical Cooperation Directorate
Ministry of Foreign Affairs, Singapore
Tanglin
Singapore 248163

Attn: Mr Leroy Chen Ziqiang
Tel: (65) 6379 8466
E-mail: Chen.Ziqiang@mfa.gov.sg

- To expedite the process, a copy of the completed application forms can be scanned and sent via e-mail to the **email address stated above**. The original application forms can be mailed through diplomatic or normal channels.
- All application forms should be completed in full and **must** bear the endorsement of the respective Ministry of Foreign Affairs or National Focal Point for Technical Assistance.
- Incomplete application forms or forms which are not endorsed will not be accepted.
- Applicants should refrain from making telephone and email inquiries on the status of their applications.
- The **Ministry of Foreign Affairs, Singapore** will inform all applicants of the outcome of their applications. The National Focal Point will also be informed directly or through Singapore's diplomatic representations in the nominating country.
- Flight arrangements are to be made only upon receipt of the Letter of Acceptance to the course.

Information on Singapore

For more information about Singapore, you may wish to visit the Singapore Tourism Board website at www.yoursingapore.com



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