

## **PUBLIC SECTOR ADMINISTRATION AND MANAGEMENT**

**24 TO 28 JUNE 2019**

Sponsored by the

**SINGAPORE COOPERATION PROGRAMME**

under the

**SINGAPORE COOPERATION PROGRAMME TRAINING AWARD**

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### **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 125,000 officials from more than 170 countries. The SCP is managed by the Technical Cooperation Directorate of the Singapore Ministry of Foreign Affairs.

### **Course Objectives**

This course introduces Singapore's policies, governance, and regulatory frameworks in the planning, management, and development of the public sector.

### **Synopsis**

Topics to be covered include:

- Introduction to Singapore's policies, governance, and regulatory frameworks
- Public sector planning and development
- Manpower training and development for the public sector
- Effective regulations and enabling legislations

### **Methodology**

The programme is designed with seminars and hands-on workshop and presentations to ensure maximum participation and diversity of engagement for the participants such that the key learning points are entrenched well. Relevant site visits to local schools will also be included.

### **Duration**

The course will be held from **24 to 28 June 2019**.

## Application Information

Applicants should be:

- Mid- to Senior-level officials who are involved in public sector administration, planning, and management;
- 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.

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: **13 May 2019**)

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 nominees are to submit their applications online at <https://tinyurl.com/publicsectoradmin> by **Monday, 13 May 2019**. All application forms must also be **endorsed** by the respective Ministry of Foreign Affairs or National Focal Point for Technical Assistance.

### Note:

- All applications should be completed in full. Incomplete application forms or forms which are not endorsed will not be considered. Please contact [mfa\\_scp@mfa.gov.sg](mailto:mfa_scp@mfa.gov.sg) if you encounter technical issues during application.
- 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](http://www.yoursingapore.com)

