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Kartavya Bhavan-I, New Delhi,  
Dated the 14<sup>th</sup> September, 2026.

**TRAINING CIRCULAR**

Subject:- **In-person** Singapore-Oman Regional Institute of Infrastructure Development (RIID) Training Programme on "**Innovations in Governance**" from 17th January to 21st January, 2027 in Muscat, Oman.

The Republic of Singapore has invited nominations for **In-person** Singapore-Oman Regional Institute of Infrastructure Development (RIID) Training Programme on "**Innovations in Governance**" from 17th January to 21st January, 2027 in Muscat, Oman under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials who are involved in leading and overseeing public sector reforms. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (**Annex-I**). Number of slots available for India is **Three**.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.
3. The course is sponsored by Government of Singapore and the Government of Oman under the Singapore-Oman Regional Institute of Infrastructure Development (RIID) Training Programme, who will provide round-trip economy class airfare, course fees, including trainers' fees, course materials and training venue. The nominated candidate or his/her nominating authority shall have to bear the cost of accommodation and other local and incidental expenses.
4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:
  - (i) Sponsoring Government's application to be filled online (available at <https://go.gov.sg/sgomaniig> ). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
  - (ii) DEA's proforma - duly countersigned by competent authority (**Annex-IV**).
5. **Application Form complete in all respects along with check-list should reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 01.11.2026 positively at the following address:-**

**Shri Vijay Shankar Upadhyaya,**  
**Under Secretary (BPC&T),**  
Department of Economic Affairs, Ministry of Finance,  
Hall No. 15051, Kartavya Bhavan -1, New Delhi-110001.  
Ph:- 011 - 2401 2871,  
Email- [vs.upadhyay@gov.in](mailto:vs.upadhyay@gov.in)  
[chourasia.anil@nic.in](mailto:chourasia.anil@nic.in)

6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website [www.dea.gov.in](http://www.dea.gov.in) under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].

  
( Vijay Shankar Upadhyaya )  
Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Deptt. Of Administrative Reforms & Public Grievances, Sardar Patel Bhavan, New Delhi.
2. Joint Secretary (Admn.), Ministry of Statistics & Programme implementation, 1 Tyag Raj Marg, New Delhi.
3. Joint Secretary (Admn.), NITI Aayog, Sansad Marg, New Delhi.
4. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
5. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE  
[<https://dea.gov.in/foreign-training-and-employee-corner>].

## **INNOVATIONS IN GOVERNANCE**

**17 TO 21 JANUARY 2027**

Jointly Sponsored by the

**SINGAPORE COOPERATION PROGRAMME**

and the

**SULTAN QABOOS UNIVERSITY, OMAN**

under the

**SINGAPORE – OMAN  
REGIONAL INSTITUTE OF INFRASTRUCTURE DEVELOPMENT (RIID)**

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### **Singapore Cooperation Programme**

The Singapore Cooperation Programme (SCP) was established in 1992 to share Singapore's development experiences with other developing countries, with an emphasis on technical assistance. As a country whose only resource is its people, Singapore believes that human resource development is vital for sustained economic and social progress.

To date, over 165,000 officials from more than 180 countries, territories, and intergovernmental organisations have participated in SCP courses and study visits. The SCP is managed by the Development Partnerships Directorate of the Ministry of Foreign Affairs, Singapore.

### **Regional Institute of Infrastructure Development (RIID), Muscat**

The Regional Institute of Infrastructure Development (RIID), in the Sultan Qaboos University (SQU) was established in 2012. Located in Sultan Qaboos University (SQU), the RIID has trained over 700 government officials in areas such as Civil Aviation, Environment and Urban Development, and Information and Communication Technology.

## Course Objectives

This course will share Singapore's experience in public policy and service delivery innovation, as well as the capabilities the public service needs to stay relevant.

## Synopsis

Topics to be covered include:

- a) Singapore's approach to governance and public service transformation
- b) Building a digital economy and fostering digital inclusion
- c) Enabling design-driven innovation in the public service
- d) Leading organisational transformation
- e) The public service as convenor for citizen engagement and participation

## Methodology

This course will be conducted through lectures and discussions and will include group discussions, sharing sessions, Q&A, case studies, evaluation sessions, experiential activities, and other learning methodologies, using suitable education technology tools to enhance interactivity during the sessions.

## Course Duration and Venue

This course will be conducted from 17 to 21 January 2027 at the Regional Institute of Infrastructure Development (RIID) in Muscat, Oman.

Address: Regional Institute of Infrastructure Development (RIID), Sultan Qaboos University  
Al Seeb Al Khoudh SQU SEPS  
Muscat OM, 123, Oman

## Invited Countries

Africa, Asia and the Middle East.

## Application Information

Applicants should be:

- Mid- to senior-level government officials involved in leading and overseeing public sector reforms;
- 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 and Oman.

The Governments of Singapore and Oman will bear the following expenses for successful applicants, thereafter, known as "participants", during the course in Muscat, Oman.

These expenses include:

- Economy class round-trip airfare (Only for participants based outside of Oman); and
- Course fees, including trainers' fees, course materials, and training venue.

### Note:

- The nominating government will be responsible for its participants' accommodation, and other local and incidental costs. Applicants are encouraged to verify the availability of funding for their accommodation and other local and incidental costs with their respective nominating government;
- Participants are to bear their personal expenses; and
- As insurance will not be covered, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage for medical evacuation in the event of any unexpected emergencies.

## Regulations

Participants are required to comply with the following:

- Strictly observe the course schedule and attend all training sessions. Participants will receive a certificate of completion from the SCP only upon **attaining full attendance of the course**. Any leave of absence must be substantiated with medical certificates or compelling reasons. Failure to attain full attendance will affect the eligibility for future SCP participations; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or government, Government of Singapore and Government of Oman, and its appointed trainer, with respect to the course.

## Application Procedure

(Closing date for nomination: **8 November 2026**)

The Government of Singapore and Oman is pleased to invite the respective National Focal Points for Technical Assistance (NFP) to nominate up to **three (3)** suitable applicant(s). Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore and Oman seeks the understanding of the respective NFPs in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/sgomaniig> by **8 November 2026**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

### Note:

- Participants will receive a certificate of completion from the SCP upon completion of the course.
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. The NFP will also be informed directly.

### Follow us at:

- SCP Website: [www.scp.gov.sg](http://www.scp.gov.sg)
- Facebook: [www.facebook.com/SCPFriends](https://www.facebook.com/SCPFriends)
- Instagram: [www.instagram.com/SCPFriends](https://www.instagram.com/SCPFriends)

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**SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS**

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

**Eligibility Conditions**

| <b>Duration of Training</b> | <b>No. of years of service completed in Govt. as on the date of FTP</b> | <b>Upper age limit on the date of FTP</b> | <b>Cooling off period</b> | <b>Limit on participation in number of trainings in a year</b>   |
|-----------------------------|-------------------------------------------------------------------------|-------------------------------------------|---------------------------|------------------------------------------------------------------|
| Upto one week               | 5 years                                                                 | Less than 58 years                        | Six months                | Two FTPs of duration of less than one week in a calendar year    |
| One to Two weeks            | 7 years                                                                 | Less than 58 years                        | One year                  | One FTP of duration of one to two weeks in a calendar year       |
| More than two weeks         | 9 years                                                                 | Less than 55 years                        | Two years                 | One FTP of duration more than two weeks in a period of two years |

**Note:-** Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

**HOW TO APPLY****3. Filling up of application forms:-**

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

**4. Nominations:-**

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

**5. Clearance:-**

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

**Abbreviation:-**

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

**DEA PROFORMA FOR FOREIGN TRAINING**

|                                                                                                                                                                             |                                         |                                  |                                            |                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------|--------------------------------------------|--------------------------|
| <b>1. Name</b>                                                                                                                                                              |                                         |                                  |                                            |                          |
| <b>2. Date of Birth</b>                                                                                                                                                     |                                         |                                  | <b>3. Male/Female</b>                      |                          |
| <b>4. Educational Qualifications</b>                                                                                                                                        |                                         |                                  | <b>5. Date of Entry into Govt. Service</b> |                          |
| <b>6. Service to which Officer belongs</b>                                                                                                                                  |                                         |                                  | <b>7. Date of Regular appointment</b>      |                          |
| <b>8. Details of Posts held during the last five years (starting from present) :</b>                                                                                        |                                         |                                  |                                            |                          |
| <b>S.No.</b>                                                                                                                                                                | <b>Post held &amp; Pay level</b>        | <b>Period of Posting</b>         | <b>Ministry/Department/ Organization</b>   | <b>Nature of Work</b>    |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
| <b>9. Name of training programme applied for and its relevance to the candidate</b>                                                                                         |                                         |                                  |                                            |                          |
| <b>10. Papers etc, if any, published by the candidate</b>                                                                                                                   |                                         |                                  |                                            |                          |
| <b>11. Details of Foreign Training Programmes attended during the last two years :</b>                                                                                      |                                         |                                  |                                            |                          |
| <b>S.No.</b>                                                                                                                                                                | <b>Dates &amp; Duration Of Training</b> | <b>Subject/title of training</b> | <b>Name of the Training Institution</b>    | <b>Source of funding</b> |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
|                                                                                                                                                                             |                                         |                                  |                                            |                          |
| <b>Signature of the candidate:</b>                                                                                                                                          |                                         |                                  |                                            |                          |
| <b>Office Phone :<br/>Mobile No. :</b>                                                                                                                                      |                                         |                                  |                                            |                          |
| <b>E-mail :</b>                                                                                                                                                             |                                         |                                  |                                            |                          |
| <b><u>CERTIFICATE</u></b>                                                                                                                                                   |                                         |                                  |                                            |                          |
| Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached. |                                         |                                  |                                            |                          |
| <b>Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)</b>                        |                                         |                                  |                                            |                          |

**CHECK LIST**

| <b>Sl.<br/>No.</b> | <b>Required Documents</b>                                                                                                                      | <b>YES/NO</b> |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 1.                 | <b>MTCP Application Form/ JICA Application Form /<br/>Online Submitted Singapore Application Form<br/>alongwith supervisor endorsement</b>     |               |
| 2.                 | <b>Complete DEA Proforma alongwith Vigilance<br/>Clearance</b>                                                                                 |               |
| 3.                 | <b>Whether Application has been recommended/<br/>nominated by Line Ministry/Department/State<br/>Government</b>                                |               |
| 4.                 | <b>Whether undertaking by Ministry/Department is<br/>given for bearing the air fare for the travel where<br/>training is not fully funded.</b> |               |