



*Kapita S.  
Please submit  
on web site  
16/12/19*

**විදේශ සම්පත් දෙපාර්තමේන්තුව**  
**வெளிநாட்டுவளங்கள்திணைக்களம்**  
**Department of External Resources**

මුදල්, ආර්ථික සහ ප්‍රතිපත්ති සංවර්ධන අමාත්‍යාංශය  
මහලේකම් කාර්යාලය (3වැනි මහල), තැ.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව

நிதி பொருளாதாரம் மற்றும் கொள்கை அபிவிருத்தி அமைச்சு  
செயலகம் (3ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை  
Ministry of Finance, Economy and Policy Development  
The Secretariat(3<sup>rd</sup> Floor), P.O. Box 277, Colombo 00100, Sri Lanka



Web Site: www.erd.gov.lk

මගේ අංකය  
எனது இல  
My No

TA /TH/S/372

ඔබේ අංකය  
உமது இல  
Your No



**Secretary / Ministry of Healthcare and Indigenous Medical Services**  
**Secretary / Ministry of Public Administration, Home Affairs,  
Provincial Councils & Local Government**

**Attn: Officer- in-charge of  
Foreign Training**

Dear Sir / Madam,

**Tropical Medicine, Community Health Care and Research**  
**- From : 25<sup>th</sup> February to 16<sup>th</sup> March 2020, Thailand**

The Government of Thailand has invited nominations from eligible Government Officials in Sri Lanka for the above training programme. The details of the programme and guidelines for Thailand's Annual International Training Course (AITC) are attached for your information.

**Qualifications:**

Candidates must possess qualifications as specified in "Guidelines for Thailand's Annual International Training Programme" No. 2 "Qualifications" including the following.

- Less than 55 years of age.

You are kindly requested to submit **one nomination from relevant official** along with the following documents **on or before 31<sup>st</sup> December 2019**.

1. Dully filled Application Form must be filled in typed-block letter along with certified copies of the certificates of Academic and Professional Qualifications **in four sets – (two originals and two photocopies)**
2. The completed Medical Report **(two originals and two photocopies)**
3. A copy of the passport (names written in the forms must be the same as appear in the passport)
4. Duly filled ERD form No: 2 "Essential Information of the nominee" (Original Copy only).

The Government clearance to leave the country to participate in this programme has to be obtained only after the offer is granted to the nominee.



Your early response in this regard is highly appreciated.

Yours faithfully



**L.A.Y. Darshanie De Silva**  
Director/TA Division  
for Director General

Copies to :

Chief Secretaries, All Provincial Councils



## Thailand's Annual International Training Course (AITC)

### Course Information

#### Tropical Medicine, Community Health Care and Research

25 February – 16 March 2020

*Closing date for application : 15 January 2020*

#### TICA : Thailand International Cooperation Agency

is a national focal point for Thailand's international development cooperation. TICA was established in 2004 to realize Thailand's aspiration to be a contributor of development cooperation. Believing that global challenges are best addressed by international cooperation and global partnership, today we continue to strengthen our contribution to achieve global development agenda through various capacity-building and human resources development programmes. In response to the recent changes in the global landscape of development cooperation, especially through the concept of South-South and Triangular Cooperation, TICA continues to realign our focuses in order to deliver Thailand's commitment to be a relevant partner in global agendas including the 2030 Agenda for Sustainable Development.

#### AITC : Annual International Training Course

was initiated in 1991 as a framework in providing short-term training for developing partners. Today, the AITC remains one of TICA's flagship programmes. It offers not only a training experience, but also a platform in exchanging ideas and establishing professional network among participants from across the developing world. Aiming at sharing Thailand's best practices and experience to the world, the AITC training courses focus on development topics of our expertise currently categorized under five themes namely; "Sufficiency Economy Philosophy" or SEP, Food Security, Public Health, Climate Change, and Other topics related to Sustainable Development Goals (SDGs).

#### Khon Kaen University

Khon Kaen University (KKU) was established in 1964 and has been the major university in the Northeast of Thailand. The University is also one of the nine national research universities in Thailand and an educational center in the Mekong sub-region. KKU currently has more than 40,000 students (including 500 overseas students), studying in 17 faculties, 1 satellite campus, 1 school, and 3 colleges and in 43 International/English programs which cover a wide variety of disciplines.

#### AITC Theme : Public Health

This training course falls under the AITC theme – "Public Health". We believe that health is a very important component for economic and social development, national security, regional and global stability. In the post 2015 context, health has been increasingly recognized as a key contributor in development as good health is one of the fundamental building blocks of society and sustainable development. From improved quality to inclusive healthcare system, Thailand has been sharing our experience and lesson-learned with developing partners on the road to achieve health-related Sustainable Development Goals (SDGs).



### Course Objectives

This training course aims at sharing Thailand's experiences in community health management. At the end of this course, participants are expected to;

- Be able to use social determinants of a health framework to critically review contemporary policies, practices and research into tropical medicine, community health care and health development services.
- Gain knowledge and skills in developing and implementing effective community health services in response to anticipated community health challenges
- Capable of translating community health research findings into routine practice.

### Assignment and Evaluation

- In-class participation.
- Project assignments;
  - Presentation and discussion on participants' experience in community health management.
  - Community health research/project proposal or Action Plan on community health management applicable to the case of their respective countries.
- Submission and presentation of "Country Report".
- Attendance - Participants are required to attend all activities organized during the course. TICA reserves the rights to revoke its fellowship offered or take appropriate action in case a participant is in attendance of less than 90 percent of the training hours.

### Course Outline

This training course offers knowledge and skills in developing and implementing effective community health services. Topics of the training include;

- Community health systems and policies
- Community health care research, statistics and data analysis
- Current and future community health priorities
- Health promotion vs Health development
- Research methods for community health planning and practice

### Course Methodology

Training methodologies to be used during this four-week training course include;

- Lecture
- Seminar
- Presentation
- Practical Group Session
- Study visit

### Participant Criteria

Candidates must possess qualifications as specified in "Guideline for Thailand's Annual International Training Course Programme" No. 2 "Qualifications" and currently working with at least 2 years experience as health personnel in the community health sectors; e.g., doctors, nurses, pharmacists, public health officers or administrators.

### Application

- Candidates must be nominated/endorsed by their respective governments of the eligible countries/territories by the closing date for application.
- Complete nomination documents must be submitted to TICA through the Royal Thai Embassy/ Permanent Mission of Thailand to the United Nations/Royal Thai Consulate-General accredited to eligible countries/ territories.

(See "List of Eligible Countries" for more information)

### Number of Participants

20 persons

### Training Institution and Venue

Faculty of Medicine,  
Khon Kaen University  
Khon Kaen,  
Thailand

### Selection and Confirmation

- Particular attention shall be paid to the candidates' background, their current position, and practical use they expect to make of the knowledge and experience gained from training on the return to their positions.
- Selection of participants is also based on geographical distribution and gender balance, unless priority is set for particular country/group of countries.
- Successful applicants will be informed approximately 4 weeks before the beginning of training course.
- Successful applicants must return duly completed and signed acceptance form by the deadline to confirm their participation in the programme.

### Terms of Awards

For AITC Eligible Countries - AITC Training Fellowship\* include training fee, return economy-class, airfare, accommodation, allowance, insurance, airport transfer and social programme.

For Non - AITC - Eligible - AITC Training Fellowship\* include training fee, accommodation, allowance, insurance, airport transfer and social programme.

\*Subject to rates and conditions established by TICA.

### Contact

Bureau of International Cooperation on Human Resource Development  
Thailand International Cooperation Agency (TICA)  
Government Complex, Building B, 8<sup>th</sup> Floor, Chaengwattana Rd. Laksi District, Bangkok 10210 THAILAND  
Website: [www.tica.thaigov.net](http://www.tica.thaigov.net)  
Email: [aitc@mfa.mail.go.th](mailto:aitc@mfa.mail.go.th)

For more information on qualifications, application forms, and application procedures, please visit our website at <http://www.tica.thaigov.net/main/en/information/73803-Annual-International-Training-Course.html>

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Facebook ID : TICA Fellowship and Alumni

<https://www.facebook.com/TICAalumni>

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**Thailand International Cooperation Agency Ministry of  
Foreign Affairs of Thailand**

**APPLICATION FORM  
for Annual International Training Course (AITC) Programme**

<p><b>INSTRUCTIONS</b></p> <p>The AITC application form is composed of four parts. Part A to part C must be completed by candidate and part D by central government agency*. All fields are mandatory. Application form must be filled in <b>typed-block letter</b>. The nomination must be supported by this application form and medical report. Two (2) copies of originals of all documents duly filled out, counter-signed and stamped by the authorized person must be submitted to TICA through the Royal Thai Embassy/ Permanent Mission of Thailand to the United Nations/ Royal Thai Consulate-General accredited to eligible countries/territories. Originals of nomination documents, duly filled out, must be received no later than a specified deadline of each course. <b>Soft file of this application form can be downloaded at <a href="http://www.tica.thaigov.net">http://www.tica.thaigov.net</a></b></p> <p>* For detailed information on nomination process, please see "Guideline for AITC"</p>	<p>(Please attach photograph here)</p>
<p>Course Name:</p>	

**A. PERSONAL HISTORY** (Please attach a copy of your passport)

Title	Family name	Given name	Other name	Gender		
<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. .....				<input type="checkbox"/> Male <input type="checkbox"/> Female		
City and country of birth	Nationality	Date of birth (DD/MM/YY)		Age	Marital Status	Religion
Work address:			Home address:			
Telephone No: (Country Code / Area Code / Number)			Telephone No: (Country Code / Area Code / Number)			



Email address:

Preferred International Airport of departure/arrival :

Contact person in case of emergency:  
Name: Relationship of this person to you:  
Telephone No: Email: -

LANGUAGE

English proficiency	Read			Write			Speak		
	Excellent	Good	Fair	Excellent	Good	Fair	Excellent	Good	Fair

Mother tongue:

EDUCATION

Name of Institution	City / Country	Years attended		Degrees, Diplomas and Certificates	Special fields of study
		From	To		

Have you ever been trained in Thailand? If yes, please specify course name and duration.  
 No  
 Yes, please specify

**B. EMPLOYMENT (Important to give complete information)**

Employee	Period (from-to)	Title of Position	Duties and Responsibilities

**C. EXPECTATIONS**

Please describe your present work/responsibilities and the practical use you will make of this training/study on your return home in relation to the responsibilities you expect to assume. (attached paper, if necessary)



I certify that my statements in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. If offered the training award, I undertake to :-

- (a) conduct myself at all time in a manner compatible with my responsibilities as a participant of the training course;
- (b) spend full time during the period of the programme as directed by TICA and training institution;
- (c) refrain from engaging in in political, commercial, or any other activities except those governed by the training programme;
- (d) submit a well-researched country report or any papers and make a prepared presentation as assigned;
- (e) accept the travel arrangements and the financial conditions relating to the fellowship provided by the Royal Thai Government
- (f) return to my home country upon the completion of my course of training.

Signature of candidate:

Printed name:

Date:

**D. NOMINATION:** To be completed by authorized person of the nominating agencies of the AITC eligible countries/territories. (See "Guideline for AITC" for detailed information on nomination.

I certify that;

- (a) The activities under this training will contribute to the specialization of the nominee. And in the case of a fellowship being granted to the nominee, full use would be made of the fellow's expertise in the field covered by her/his fellowship;
- (b) to the best of my knowledge, all information supplied by the nominee is complete and correct;
- (c) to the best of my knowledge, the nominee has adequate knowledge and experience in related fields and has adequate English proficiency for the purpose of the fellowship in Thailand. On return from the fellowship, the nominee will be employed in the following position:

Title of post .....

Duties and responsibilities.....

<p>Official stamp:</p> <p>Organization:</p> <p>Official address:</p> <p>Telephone no.:</p> <p>Facsimile:</p> <p>Email:</p>	<p>Signature of responsible government official</p> <p>Name and title of responsible government official</p>
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## MEDICAL REPORT

### **INSTRUCTIONS**

*To be completed in capital letters by a registered medical practitioner after thorough clinical and laboratory examination including x-ray of chest.*

Name of Nominee:

Age :

Gender :

Nationality:

1. Is the person examined at present in good health and able to work full time?

2. Is the person examined able physically and mentally to carry on an intensive study programme away from her/his duty station/home place?

3. Is the person examined free from infectious diseases which could present risks for both the candidate and her/his contacts during the fellowships?

4. Does the person examined have any medical conditions which might require treatment during her/his fellowships?

5. (For female nominee) Is the person examined pregnant?

I certify that the person examined is medically fit to undertake a training course in Thailand.

Physician signature (with stamp)

Full name and address of examining physician:

Place and Date:

Telephone no.:

Email:

**Part 1 Training Program Details**

1.1 Title of Programme

1.2 ERD Code  1.3 Duration in Weeks

**Part 2 Official Information**

2.1 Ministry

2.2 Agency

2.3 Official Address

2.4 Telephone Number  2.5 Fax

2.6 Email

**Part 3 Personal Information**

3.1 Name of Nominee (As in the Passport)

3.2 Sex  3.3 Present Designation

3.4 Home Address

3.5 National Identity Card Number  3.6 Passport Number

3.7 Mobile Number  3.8 Email

3.9 Date of Birth (DD/MM/YY)  3.10 Age (Years)

3.11 Years of Service to the Government in the Nominee's Career

3.12 Years of Service in the present Agency

3.13 Name of the contact person in an emergency

3.13.1 Relationship  3.13.2 Mobile Number



**Part 4** Academic Qualifications (Higher Education)

Name of the Institution	Country	Qualification	Year

**Part 5** No. of Previous Foreign Training Attended in the past 3 years by the Nominee

Duration	Countries	No. of trainings
Less than one week		
Greater than one week & Less than 12 weeks(three months)		
Greater than 12 weeks & Less than 32 weeks( 8 months)		
Greater than 32 weeks		

**Part 6** Nominee's Declaration

I, the undersigned, certify that the details provided in this form describe myself, my qualifications and my experience, truly and correctly.

Date: .....

Nominee's Signature .....

**Part 7** Certification of the Head of Department

Relevancy of this Training Programme to Nominee's Work (Please Check only one Box)	Vital for present work	Directly Related to Present Work	Connected to Present Work	Helpful in Future Work	For Promotions	Other (Specify)

I certify the accuracy of the information given above.

.....  
Date

.....  
Signature of Head of the Department and the Stamp



Thailand International Cooperation Agency  
Ministry of Foreign Affairs of Thailand

## GUIDELINES

### for Thailand's Annual International Training Courses (AITC) Programme

#### 1. About AITC

Realizing a significance role of Human Resources Development in economic and social development, the Royal Thai Government attaches great importance towards forging cooperation through South-South Cooperation, particularly through organizing short-term training programmes. The Annual International Training Courses (AITC) is one of flagship programmes conducted by Thailand International Cooperation Agency (TICA). Aiming at sharing Thailand's best practices and experiences to the world, the AITC programme offers short-term training courses under a wide range of development-related topics.

AITC course is categorized under four plus one themes. The highlighted themes is Sufficiency Economy Philosophy (SEP), the key factor behind Thailand's achievement of sustainable development in many areas. The other themes are areas in which Thailand's best practices can help address global challenges. They include Food Security, Climate Change, Public Health and other Sustainable Development Goals (or SDGs) related topics. To keep up with the dynamism of sustainable development agendas, the AITC courses are updated regularly with the main themes revised every three years. During 2017 – 2019, TICA is pleased to offer more than 90 short-term training courses with the expected number of participants of nearly a thousand from developing countries around the world.

#### 2. Qualifications

2.1 Candidates must be nominated by central government agencies in a country from the AITC eligible countries/territories list. (See "List of Eligible Countries/Territories")

2.2 Candidates should be an officer or agent (preferably from government agencies) currently working in the area related to the training topic.



2.3 Candidates must have a degree and/or professional experience suitable to the training topic.

2.4 Candidates must have a good command of English.

2.5 It is recommended that candidates be less than 55 years of age.

2.6 Candidates must be in good health.

2.7 Nomination of female candidates is encouraged.

2.8 TICA reserves the rights to revoke fellowship offered to participants who are pregnant during the period of training.

### 3. Procedures for submission of nominations

3.1 Nomination must be made by central government agencies in charge of nomination of national candidates (such as Ministry of Foreign Affairs) or by relevant central government agencies for which the nominated candidates currently work. Nomination must be in line with relevant rules and regulations of the nominating countries/territories.

Each eligible countries/territories are invited to nominate up to two (2) candidates per course.

3.2 The nomination must be supported by the following two documents;

- Application form
- Medical Report

Two (2) copies of originals of all forms duly filled out, counter-signed and stamped by the authorized person must be submitted.

3.3 The nomination must be submitted to TICA through the Royal Thai Embassy/ Permanent Mission of Thailand to the United Nations/ Royal Thai Consulate-General accredited to eligible countries/territories. (See "List of Eligible Countries/Territories")

3.4 Originals of nomination documents, duly filled out, must be received no later than a specified deadline of each course.

3.5 Application form must be filled in typed-block letter. Soft file of the Application Form and Medical Report Form can be found at

<http://www.tica.thaigov.net/main/contents/files/information-20161217-152430-795372.pdf>

### 4. Selection of candidates

4.1 In considering applications, particular attention shall be paid to the candidates' background, their current position in the service of their Government, and practical use they



expect to make of the knowledge and experience gained from training on the return to their Government positions.

4.2 Selection of participants is also based on geographical distribution and gender balance, unless priority is set for particular country/ group of countries.

#### 5. Duration of the courses

All AITC courses are carried out on a full-time basis. The exact dates for each course are as specified.

#### 6. Attendance and Activities of the Programme.

6.1 Participants are required to attend all activities organized during the course as attendance in all sessions is obligatory. TICA reserves the rights to revoke its fellowship offer or take appropriate action deemed appropriate in case a participant is in attendance of less than 90 percent of the training hours.

6.2 Each AITC course is designed according to its respective purpose. Most courses comprise three segments: lecture, field visit and workshop.

6.3 Participants are required to prepare their country report on topic relevant to the training course prior to the beginning of the course and prepare for their presentation during the course.

#### 7. Travel and financial arrangements

7.1 The award for successful candidates, whose country does not in the AITC's list of eligible countries / and whose country in the AITC's list of eligible countries with \* mark; will cover only domestic cost (accommodations, allowance, social programme, insurance and airport meeting services).

7.2 Successful candidates from the AITC's eligible countries/territories will be offered an award which covers:

- Return economy class airfare
- Accommodation for the duration of training in Thailand
- Training allowance
- Social programme
- Insurance
- Airport meeting service

### 7.3 Regulations on travel and financial arrangements

- International travel - Return economy class air ticket will be provided via the most direct and most economical route from the international airport at participant's respective country/territory to the location where the course will take place. The award does not cover domestic travel cost in participant's respective country.

Transit destination will be arranged according to a need for visa application to Thailand and/or on the most direct and most economical route basis.

All booking and change to the booking, including a setting of date of arrival and departure, must be done by TICA only. Ticket will be issued in electronic form (e-ticket) only.

Baggage allowance quota is in line with the airlines' policy. Any purchase for extra baggage allowance is not covered by the award.

- Training allowance - Participants are entitled to receive a daily allowance in the course of the programme at the rates established by the Royal Thai Government which is designed to cover the cost of all meals. In accordance, the daily allowance will be reduced if meals are provided by the organizers. The allowance is not a salary or an honorarium. The allowance is not intended to cover the fellow's continuing expenses at home, nor personal expense. Therefore, it is suggested that each participant should bring some pocket money to cover one's personal expenses. Allowance and all reimbursement will be made in Thailand and in Thai Baht (THB) only.

- Insurance - Group Accident and Hospitalization Insurance during the period of training in Thailand will be provided. The insurance does not cover pre-existing illnesses and outpatient medical/dental treatment. Participants are advised to obtain their own travel insurance which is fully covered for any costs arising from loss or theft of personal belongings.

- Accommodation - Accommodation will be provided to all participant during their training in Thailand at designated hotel/accommodation. Any cost arising from accommodation arranged by participants themselves cannot be reimbursed in all case. Accommodation does not cover any cost arising from participant's personal consumption i.e. mini bar, international/local call or internet (unless provided as compliment by the hotel.)

- Visa arrangement - Participants will be responsible for obtaining appropriate visa prior to their travel to Thailand, if required. List of countries entitled for visa exemption and visa on arrival to Thailand can be found at <http://www.immigration.go.th/nov2004/doc/services.pdf> TICA will provide facilitation to participants who require visa application i.e. liaising with

the Royal Thai Embassy/ Consulate and advising on appropriate procedure and necessary documents for visa application.

Participants must cover all costs arising from visa application i.e. visa fee, travel cost to the Royal Thai Embassy/ Consulate, postal fee (in case visa application is made by post,) transit visa fee (in case participants needs to apply for visa to Thailand at a transit country). The visa fee can be reimbursed in full upon presenting an original receipt of the fee.

Participants must not bring their family members with them during their training period. Participation in the training cannot be used as reference for visa application to Thailand of his/her family member.

- Airport meeting service - Transfer to and from airport will be provided to participants. TICA will coordinate directly with the limousine service to prepare for the airport transfer.

#### 8. Contact

For more information, please contact;

Bureau of International Cooperation on Human Resource Development

Thailand International Cooperation Agency (TICA)

Government Complex, Building B (South Zone), 8<sup>th</sup> Floor,

Chaengwattana Rd. Laksi District,

Bangkok 10210

THAILAND

Website : [www.tica.thaigov.net](http://www.tica.thaigov.net)

Email : [aitc@mfa.mail.go.th](mailto:aitc@mfa.mail.go.th)

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