



Miloda - Academy of Financial Studies
The Training Arm of the Ministry of Finance.



AFS

25 September 2018

The Secretary
Ministry of Home Affairs
Independence Square
Colombo 07



Dear Sir/Madam

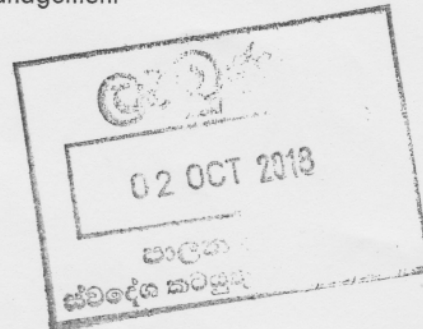
Fully Funded Diploma in Project Monitoring & Evaluation for Senior Public Servants

Miloda Academy of Financial Studies, the training arm of the Ministry of Finance, in collaboration with the USAID-SDGAP, has developed a Diploma programme in Project Monitoring & Evaluation, and it is going to be launched in October 2018.

This is a highly structured programme offered free of charge for a selected group of senior public servants who are involved in project related activities in the central government and in provincial councils. The programme is held on Saturdays from 09.00 a.m. to 04.15 p.m. at Miloda Academy of Financial Studies, and we hereby call nominations from Secretaries to Ministries, Chief Secretaries of Provincial Councils, and Heads of Departments. Selections will be done through an interview and only 60 officers will be selected for the course.

Content

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| Module 1 | Sustainable Development Goals and Preparedness |
| Module 2 | Project Management Tools & Techniques |
| Module 3 | Result Based Project Management & Monitoring |
| Module 4 | Log Frame Analysis |
| Module 5 | Project Contract Management |
| Module 6 | Project Procurement |
| Module 7 | Public Private Partnership |
| Module 8 | Report Writing Techniques |
| Module 9 | Project Appraisal & Evaluation Tools |
| Module 10 | Policy Fundamentals & Analysis |
| Module 11 | Information Technology for Project Management |
| Module 12 | Project Report |



Handwritten notes in Sinhala:
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For Whom

Staff Grade Officers with project related work experience

Duration & Timing

34 Weeks on Saturdays from 09.00 a.m. to 04.15 p.m.

Evaluation

Assignments, Written Examinations, & Project Report

Medium of Instruction

English

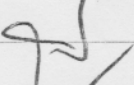
Closing date

15 October 2018

Your nominations should be addressed to, Programme Specialist, Miloda Academy of Financial Studies, No.03, Bristol Street, Colombo 01 or fax 01122336439. Email: shantha@afs.gov.lk.

Thank you

Yours faithfully



I.S. Jayarathne

Programme Specialist

For CEO, Miloda Academy of Financial Studies



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For office use only

APPLICATION FORM

1. Course Title/No:

2. Name of Applicant:

3. Designation:

4. Organization:

5. Official Address:

 Tele:

 Fax:

 Email:

6. Private Address:

 Tele:

 Mob:

 Email:

7. Identity Card No:

8. I do hereby that the above information is true and correct.

.....
 Signature
 Date

Mr/Ms is nominated for the training program on
 His/Her course fee is / is not paid by our department.

Signature:

Name/Designation:

Date:

**NB : Application should accompany the course fee by cheque drawn in favor of
 "Academy of Financial Studies"**