

Kartavya Bhavan-I, New Delhi,
Dated the 26th May, 2026.

TRAINING CIRCULAR

Subject:- **In-person** Singapore-Thailand Third Country Training Programme (TCTP) on "**Digital Government Transformation**" from 21st to 25th September, 2026 in Singapore.

The Republic of Singapore has invited nominations for **In-person** Singapore-Thailand Third Country Training Programme (TCTP) on "**Digital Government Transformation**" from 21st to 25th September, 2026 in Singapore under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials from IT department, digital transformation offices and public service agencies responsible for modernising government operations and citizen services. 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 **Two**.

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 Thailand International Cooperation Agency under the Singapore-Thailand Third Country Training Programme, who will provide round-trip air fare, accommodation, local transport, medical insurance and daily allowance.**

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/tctp-dgt2026>). 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 alongwith check-list reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 13.07.2026 positively at the following address:-**

Shri Pankaj Gangwar,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No. 15076, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011 – 2401 2878,
Email- pankaj.gangwar@gov.in
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 under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].



(Pankaj Gangwar)

Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Ministry of Electronics & Information Technology, Electronics Niketan, 6 CGO Complex, Lodhi Road, New Delhi.
2. Joint Secretary (Admn.), Ministry of Statistics & Programme Implementation, Sardar Patel Bhavan, 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>].

संख्या.12/28/2026-बीपीसीएंडटी

भारत सरकार

वित्त मंत्रालय

आर्थिक कार्य विभाग

(बीपीसी एंड टी अनुभाग)

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कर्तव्य भवन-1, नई दिल्ली,

दिनांक 26 मई, 2026.

प्रशिक्षण परिपत्र

विषय : सिंगापुर में 21 से 25th September, 2026 तक "डिजिटल सरकारी परिवर्तन" पर व्यक्तिगत रूप से सिंगापुर-थाईलैंड तृतीय देश प्रशिक्षण कार्यक्रम (TCTP) ।

सिंगापुर गणराज्य ने भारत के साथ तकनीकी सहायता कार्यक्रम के तहत सिंगापुर में 21 से 25th September, 2026 तक "डिजिटल सरकारी परिवर्तन" पर व्यक्तिगत रूप से सिंगापुर-थाईलैंड तृतीय देश प्रशिक्षण कार्यक्रम (TCTP) सिंगापुर को-ऑपरेशन प्रोग्राम के लिए नामांकन आमंत्रित किए हैं। इस कार्यक्रम का उद्देश्य सूचना प्रौद्योगिकी विभाग, डिजिटल परिवर्तन कार्यालयों और सरकारी संचालन और नागरिक सेवाओं के आधुनिकीकरण के लिए जिम्मेदार सार्वजनिक सेवा एजेंसियों के मध्य से वरिष्ठ स्तर के सरकारी अधिकारियों के लिए है। पात्रता शर्तों और पाठ्यक्रम के बारे में अन्य सूचना प्रायोजक सरकार से प्राप्त सूचना विवरणिका (अनुलग्नक-I) में दी गई है। भारत के लिए उपलब्ध स्लॉट की संख्या दो है।

2. अभ्यर्थियों के नामांकन को आर्थिक कार्य विभाग द्वारा निर्धारित दिशा-निर्देशों द्वारा विनियमित किया जाता है, जिसका सारांश अनुलग्नक-II के रूप में संलग्न किया गया है।
3. यह पाठ्यक्रम सिंगापुर-थाईलैंड तृतीय देश प्रशिक्षण कार्यक्रम के तहत सिंगापुर सरकार और थाईलैंड अंतर्राष्ट्रीय सहयोग एजेंसी द्वारा प्रायोजित है, जो राउंड-ट्रिप हवाई किराया, आवास, स्थानीय परिवहन, चिकित्सा बीमा और दैनिक भत्ता प्रदान करेगा ।
4. निम्नलिखित प्रपत्रों को विधिवत रूप से पूरा किया जाना चाहिए और प्रतिभागी तथा नामांकनकर्ता मंत्रालय/विभाग के सक्षम प्राधिकारी द्वारा प्रमाणित किया जाना चाहिए:
 - (i) प्रायोजक सरकार के आवेदन को ऑनलाइन भरा जाना है (<https://go.gov.sg/tctp-dgt2026>) पर उपलब्ध)। एससीपी को ऑनलाइन अभ्यर्थी द्वारा प्रस्तुत आवेदन की मुद्रित प्रति अन्य प्रपत्रों के साथ डीईए को भेजी जाए।
 - (ii) डीईए का प्रोफार्मा-सक्षम प्राधिकारी द्वारा विधिवत प्रतिहस्ताक्षरित (अनुलग्नक-IV)।

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5. चेक-लिस्ट के साथ सभी प्रकार से पूर्ण आवेदन पत्र प्रशासनिक मंत्रालय/भारत सरकार के विभाग/राज्य सरकार/संघ राज्य क्षेत्र जैसा भी मामला हो, के माध्यम से इस विभाग को 13.07.2026 तक अवश्य ही निम्नलिखित पते पर पहुंच जाने चाहिए:-

श्री पंकज गंगवार,
अवर सचिव (बीपीसी एंड टी),
आर्थिक कार्य विभाग, वित्त मंत्रालय,
हॉल नं. 15076, कर्तव्य भवन -1, नई दिल्ली-110001।
पीएच:- 011 - 2401 2878,
ईमेल- pankaj.gangwar@gov.in
chourasia.anil@nic.in

6. अपूर्ण आवेदनों और अंतिम तिथि के बाद प्राप्त नामांकनों पर विचार नहीं किया जाएगा। इसका कड़ाई से अनुपालन किया जाए ताकि बाद में निराशा न हो। अभ्यर्थियों को सलाह दी जाती है कि वे अपने आवेदनों के संबंध में अपने प्रशासनिक विभागों के माध्यम से समय पर कार्रवाई करें और ऊपर निर्दिष्ट प्रपत्रों में मांगी गई पूर्ण जानकारी भेजें। विभिन्न अल्पकालिक प्रशिक्षण कार्यक्रमों का विवरण नियमित रूप से वित्त मंत्रालय की वेबसाइट www.dea.gov.in पर "विदेशी प्रशिक्षण कार्यक्रम" [<https://dea.gov.in/foreign-training-and-employee-corner>] लिंक के तहत अपलोड किया जाता है।

(पंकज गंगवार)
अवर सचिव, भारत सरकार

1. संयुक्त सचिव (एडीएमएन), इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय, इलेक्ट्रॉनिक्स निकेतन, 6 सीजीओ कॉम्प्लेक्स, लोधी रोड, नई दिल्ली ।
2. संयुक्त सचिव (एडीएमएन), सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय, सरदार पटेल भवन, नई दिल्ली ।
3. संयुक्त सचिव (एडीएमएन), नीति आयोग, संसद मार्ग, नई दिल्ली ।
4. संयुक्त सचिव (प्रशासन) भारत सरकार की सभी मंत्रालयों/विभागों, ।
5. सभी राज्य सरकारों/संघ राज्य क्षेत्रों के मुख्य सचिव।

आर्थिक कार्य विभाग की वेबसाइट पर अपलोड किया जाएगा
[<https://dea.gov.in/foreign-training-and-employee-corner>]

DIGITAL GOVERNMENT TRANSFORMATION

21 TO 25 SEPTEMBER 2026

Jointly Sponsored by the

SINGAPORE COOPERATION PROGRAMME

and the

THAILAND INTERNATIONAL COOPERATION AGENCY

under the

SINGAPORE-THAILAND THIRD COUNTRY TRAINING PROGRAMME

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, over 160,000 officials from more than 180 countries, territories, and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Development Partnerships Directorate (DPD) of the Ministry of Foreign Affairs, Singapore.

Thailand International Cooperation Agency (TICA), Ministry of Foreign Affairs, Thailand

TICA is a national focal point for Thailand's international development cooperation. It was established in 2004 to realise Thailand's aspiration to be a contributor to international development cooperation. Believing that global challenges are best addressed through international cooperation and global partnership, TICA continues to work closely together with its development partners to realise the 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, TICA has strengthened its partnerships to harness the synergy of South-South and Triangular Cooperation to tackle global development challenges, including expediting the implementation of Sustainable Development Goals (SDGs). It also continues to realign our focuses in order to deliver Thailand's commitments as a reliable global partner.

Since 1991, TICA, in collaboration with educational institutions in Thailand, has offered short-term training courses under its Annual International Training Course (AITC) programme. The number of

courses offered each year varies between 25 to 35 courses for 20 to 35 participants per course.

AITC not only fosters good and friendly relations which Thailand has already enjoyed with recipient countries across regions, but also helps Thailand to reach out to those countries with which we desire to engage more closely. The courses offered by TICA in 2026 are categorised into 7 themes: Sufficiency Economy Philosophy (SEP) for SGDs, Agriculture and Food Security, Health and Wellness, Climate Resilience, Trade and Economy, Inclusive Development, and Science, Technology and Innovation (STI) for Development.

Singapore-Thailand Third Country Training Programme (TCTP)

Since 1997, the Development Partnerships Directorate of the Singapore Ministry of Foreign Affairs has collaborated with TICA to extend technical assistance under the Singapore-Thailand TCTP. As partners in the technical cooperation cluster under the Civil Service Exchange Programme (CSEP), we conduct an annual review of the TCTP and renew our commitment to jointly share our experience and expertise with our ASEAN friends.

To date, more than 1,100 government officials from ASEAN Secretariat, ASEAN and Timor-Leste have participated in our training courses conducted in the areas of economic, environment and urban development, as well as public administration.

Course Objectives

The course will provide participants with practical knowledge and strategic frameworks for implementing comprehensive digital government transformation. Participants will learn how to modernise government operations, design citizen-centric digital services, and build institutional capabilities for sustained digital innovation whilst ensuring cybersecurity, data protection, and digital inclusion across diverse populations.

Course Outline

Course topics may include:

- Strategic planning for whole-of-government digital transformation
- Citizen-centric service design and user experience principles
- Digital identity and authentication systems
- Data governance and interoperability frameworks
- Cybersecurity for government systems and citizen data protection.
- Digital inclusion strategies and accessibility standards.
- Singapore's Smart Nation Initiatives and GovTech Approach
- Thailand's digital government ecosystem and lessons learnt
- Change management and capacity building for digital adoption

Methodology

This course will be conducted in English through formal lectures and class activities by experienced trainers, academics and/or policy makers in relevant topics, with opportunities for group discussions, sharing sessions, case studies and/or evaluation sessions. Site visits to relevant agencies and facilities will be arranged.

Course Duration and Venue

This course will be conducted in-person from **21 to 25 September 2026** in Singapore.

Invited Countries

ASEAN Secretariat (ASEC), Bangladesh, Bhutan, Brunei, Cambodia, India, Indonesia, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, Pakistan, the Philippines, Sri Lanka, Thailand, Timor-Leste and Vietnam.

expenses beyond what is covered by the insurance policy.

Application Information

Applicants should be:

- Mid- to senior-level government officials from IT departments, digital transformation offices, and public service agencies responsible for modernising government operations and citizen services.
- Nominated by their government;
- Proficient in English;
- In good health; and
- Prepared to participate actively in the programme.

Terms of Award

This course is sponsored by the Governments of Singapore and Thailand under the Singapore-Thailand TCTP.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants thereafter known as “participants”, during the course in Singapore. These expenses include:

- An Economy Class round-trip air ticket to Singapore.
- Accommodation for the entire duration of the course. Complimentary breakfast is provided in the hotel from the first day to one day after the course.
- A daily allowance of One Hundred and Thirty Singapore Dollars (S\$130) from the first day to the last day of the course. A proportionate reduction in the daily allowance will be made if you are unable to attend the full duration of the course.
- Transportation to the training venue and site visits during the course.
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for the duration of the course in Singapore, in accordance with the policy of a local insurance company. This does not cover any pre-existing conditions / illnesses and/or any outpatient medical / dental treatment. Participants are personally liable for all medical

Note:

- Participants are to bear their personal expenses that might be incurred prior to receiving the allowance; and
- As the basic insurance coverage is limited, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of medical evacuation in the event of any unexpected emergencies.

Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at www.ica.gov.sg/enter-transit-depart;
- 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 and the Government of Singapore and its appointed trainer, with respect to the course.

Application Procedure

(Closing date for nomination: **20 July 2026**)

The Governments of Singapore and Thailand are pleased to invite the respective National Focal Points for Technical Assistance (NFP) of ASEAN Member States and South Asian Countries to nominate **two (02)** suitable applicants. Selection of applicants will be based on merit. Should there be more applicants than training places, the Government of Singapore 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 <http://go.gov.sg/tctp-dgt2026> by **20 July 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:

- Applications must be completed in full. Incomplete application forms will not be considered. Please contact Devon Tan (devon_tan@mfa.gov.sg) and Clara Ho (Clara_HO@mfa.gov.sg) if you encounter technical issues during application.
- 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. Flight arrangements should be made only upon receipt of the Letter of Acceptance to the course.

Follow us at:

- SCP Website: www.scp.gov.sg
- Facebook: www.facebook.com/SCPFriends
- Instagram: 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

| Duration of Training | No. of years of service completed in Govt. as on the date of FTP | Upper age limit on the date of FTP | Cooling off period | Limit on participation in number of trainings in a year |
|-----------------------------|---|---|---------------------------|--|
| 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

| | | | | |
|---|---|--|--|--------------------------|
| 1. Name | | | | |
| 2. Date of Birth | | 3. Male/Female | | |
| 4. Educational Qualifications | | 5. Date of Entry into Govt. Service | | |
| 6. Service to which Officer belongs | | 7. Date of Regular appointment | | |
| 8. Details of Posts held during the last five years (starting from present) : | | | | |
| S.No. | Post held & Pay level | Period of Posting | Ministry/Department/ Organization | Nature of Work |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 9. Name of training programme applied for and its relevance to the candidate | | | | |
| 10. Papers etc, if any, published by the candidate | | | | |
| 11. Details of Foreign Training Programmes attended during the last two years : | | | | |
| S.No. | Dates & Duration Of Training | Subject/title of training | Name of the Training Institution | Source of funding |
| | | | | |
| | | | | |
| | | | | |
| Signature of the candidate: | | | | |
| Office Phone : | | | | |
| Mobile No. : | | | | |
| E-mail : | | | | |
| <u>CERTIFICATE</u> | | | | |
| 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. | | | | |
| Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal) | | | | |

CHECK LIST

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