

No.12/22/2022-BPC&T.  
Government of India  
Ministry of Finance  
Department of Economic Affairs  
(BPC&T Section)

North Block, New Delhi,  
Dated the 7th July, 2022.

**TRAINING CIRCULAR**

Subject:-Online Singapore Cooperation Programme on "**International Arbitration and Mediation**" from 5th to 7th September, 2022.

The Republic of Singapore has invited nominations for **online** course on "**International Arbitration and Mediation**" from 5th to 7th September, 2022 under the Technical Assistance Programme with India. The programme is intended for Mid-to Senior-level government officials who are involved in work related to dispute management and resolution in the area of business and related to business transaction, trade or investment. 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 Governments of Singapore and Japan under the Japan-Singapore Partnership Programme for the 21<sup>st</sup> Century. All nominees are to submit their application online at <https://go.gov.sg/jsppiam22>.

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/jsppiam22>). 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-III**).

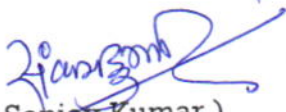
5. **Application Form complete in all respects reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 05.08.2022 positively at the following address:-**

**Shri R. Murali,**  
Section Officer(BPC&T),  
Department of Economic Affairs, Ministry of Finance,  
Room No. 271 B, North Block, New Delhi-110001.  
Ph:- 011 - 2309 5135  
Email- murali.r@nic.in

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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.finmin.nic.in](http://www.finmin.nic.in) under the link "Foreign Training Programmes".

  
(Sanjay Kumar)

Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Department of Legal Affairs, Ministry of Law and Justice, Shastri Bhawan, New Delhi.
2. Joint Secretary (L&T), Legal & Treaties Division, Ministry of External Affairs, JLN Bhawan, New Delhi.
3. Joint Secretary (Admn.), Deptt. of Promotion of Industry & Internal Trade, Udyog Bhavan, New Delhi.
4. Joint Secretary (Admn.), Ministry of Corporate Affairs, Shastri Bhawan, New Delhi.
5. Adviser (Investment), Deptt. of Economic Affairs, North Block, New Delhi.
6. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
7. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE  
[<https://mofapp.nic.in/training/default.aspx>].

## INTERNATIONAL ARBITRATION AND MEDIATION

5 TO 7 SEPTEMBER 2022

Jointly sponsored by the

**SINGAPORE COOPERATION PROGRAMME**

and the

**JAPAN INTERNATIONAL COOPERATION AGENCY**

### 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 137,000 officials from more than 180 countries and territories have participated in our courses and study visits. The SCP is managed by the Technical Cooperation Directorate of the Ministry of Foreign Affairs, Singapore.

### Japan International Cooperation Agency

The Japan International Cooperation Agency (JICA), one of Japan's Official Development Assistance (ODA) implementing bodies, has been extending technical cooperation in human resource development to facilitate the autonomous, sustainable development of developing countries since its establishment in 1974.

JICA was reborn on October 1, 2008, as an aid donor agency providing technical cooperation, concessionary loans, and grant aid. JICA will thus provide comprehensive assistance for developing countries by utilising the broader range of aid

instruments in an effective and efficient manner and a network of 96 overseas offices around the world.

JICA will enhance the impact of assistance through (a) A More Strategic Framework to achieve medium-to-long term development goals of developing countries (b) More Predictable Aid as operational "rolling" plans will be utilised in policy dialogue with developing countries (c) Speedier Project Formulation through "Preparatory Survey" to ensure flexibility and speed at the project preparation stage (d) Assistance Tailored to Real Needs: Synergy of Aid Schemes to offer assistance that most effectively addresses the needs of developing countries.

### Japan - Singapore Partnership Programme for the 21st Century (JSPP21)

As countries whose prime resources are their people, Singapore and Japan believe that human resource development is important for economic and social progress. With this mutual understanding, Singapore and Japan signed a Memorandum of Understanding in January 1994 to train participants from developing countries by sharing each country's expertise and experience from their economic development under the Japan - Singapore Partnership Programme (JSPP).

The Japan - Singapore Partnership Programme for the 21st Century (JSPP21) was established through a Memorandum of Discussion (MOD) signed in May 1997, to signify a widening of the scope of technical cooperation between Singapore and Japan. Since then, the MOD has been renewed three times, most recently in December 2018.



With a view to enhancing ASEAN integration and sharing the two countries' experience in their areas of expertise, both governments recognised, as areas of priority, training and capacity building for third countries in the fields of (a) security and peace, (b) addressing vulnerability, (c) private sector development, (d) connectivity, and (e) smart initiatives.

Since 1994, Singapore and Japan have implemented close to 400 training courses for approximately 7,000 participants in diverse fields such as public governance, trade promotion, climate change and environment, community policing, disaster management, maritime navigation, tourism, and urban planning.

## Course Objectives

This online course is conducted under the auspices of the Japan-Singapore Partnership Programme for the 21st Century (JSPP21). This course will allow participants to draw from the experiences from both Japan and Singapore in understanding dispute management through arbitration and mediation practices.

By the end of the course, participants will be equipped with the knowledge and skills on effective dispute management and resolution in international business based on good practices in Singapore and Japan.

## Synopsis

Topics to be covered include:

- Overview of international arbitration and mediation landscape in Singapore and Japan
- Singapore Convention on Mediation (SCM) and international commercial mediation
- International commercial arbitration
- Investor-State Dispute Settlement – investment arbitration and mediation
- Singapore Infrastructure Dispute-Management Protocol
- Intellectual property dispute resolution
- Promotion of International Arbitration in Japan
- Difference in Style of Advocacy in International Arbitration – common v civil

## Methodology

This course will be delivered for up to 25 participants through synchronous e-Learning ('live' e-learning

sessions) via a suitable videoconferencing platform. There will be Q&A sessions and facilitated group discussions during the 'live' sessions.

## Regulations

Participants are required to comply with the following:

- Strictly observe course schedules and not miss training sessions, 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.

## Duration

The course will be held over 3 days from **5 to 7 September 2022**.

The '**Live' e-learning sessions** will be conducted from **1400 to 1800 (Singapore time; UTC/GMT+08:00 hours) daily**.

Attendance will be taken for "live" sessions and participants will need to attain 80% attendance in order to get a certificate.

Prior to course commencement, the training coordinator will brief participants on the rules of engagement (break time, attendance, punctuality, recording, Q&A).

## Participants' Profile

Participants should be:

- Mid-to-senior level government officials who are involved in work related to dispute management and resolution in the area of business, and related to business transaction, trade or investment.
- Able to attend all the live synchronous e-learning sessions. They will require an internet-enabled device with a functioning webcam, microphone and audio.
- Nominated by their respective Governments; and
- Proficient in written and spoken English

In addition, as stipulated by the Government of Japan:

If your organisation and/or your status is related to the Military, you are required to email to [1rtd2@jica.go.jp](mailto:1rtd2@jica.go.jp) with your name, country, organisation, the course name, and choose one option from below that best describes your relationship with the Military:

- A) the Military, an active military personnel or a military personnel listed in the muster roll/military register
- B) an organisation affiliated with the Military, or a personnel who does not belong to the military at present but is listed in the muster roll/military register
- C) the Department or the Ministry of Defense, and organisation affiliated with the Ministry of Defense, or staff of the Ministry of Defense
- D) a civilian organisation but with military personnel or a military division within the organization
- E) an organisation which will be affiliated with or under the control of the Military in times of emergency as specified clearly in its organic law/law of establishment

Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organisation, and other relevant information in a comprehensive manner.

## Terms of Award

The course is sponsored by the Governments of Japan and Singapore under the Japan-Singapore Partnership Programme for the 21st Century.

## Application Procedure

(Closing date for nomination: **12 August 2022**)

The Governments of Japan and Singapore are pleased to invite the respective National Focal Point

for Technical Assistance (NFP) to nominate **two (2)** suitable applicants. 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 NFP in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/jspiam22> by **12 August 2022**. 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 who complete all course assignments and attend at least 80% of learning sessions, will receive a JSPP21 certificate of completion.
- 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 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)



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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 as 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 exempt from the provision 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 nominations 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, applications will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respects. 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 filled 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. Clearances:-

Once the nomination forwarded by DEA to the sponsoring foreign 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.

### Abbreviations:-

**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. Service to which the officer belongs		6. Date of regular appointment	
7. Details of posts held during the last five years (starting from the present):			
S.No.	Post held	Ministry/Department/ Organization	Nature of work/Job profile
8. Name of foreign training programme applied for and its relevance to the candidate			
9. Papers etc. if any published by the candidate			
10. Details of Foreign Training Programmes attended during the last two years			
S. No.	Dates & Duration of the training programme	Subject/title of training	Name of the training Institution
			Source of funding
Signature of the candidate:			
Office Phone No. Mobile No.:			
E-mail:			
<b>CERTIFICATE</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.			
Signature of the competent administrative authority of the applicant with Name, Designation, Phone number and E-mail (along with office seal)			