

# APPLICATION GUIDE

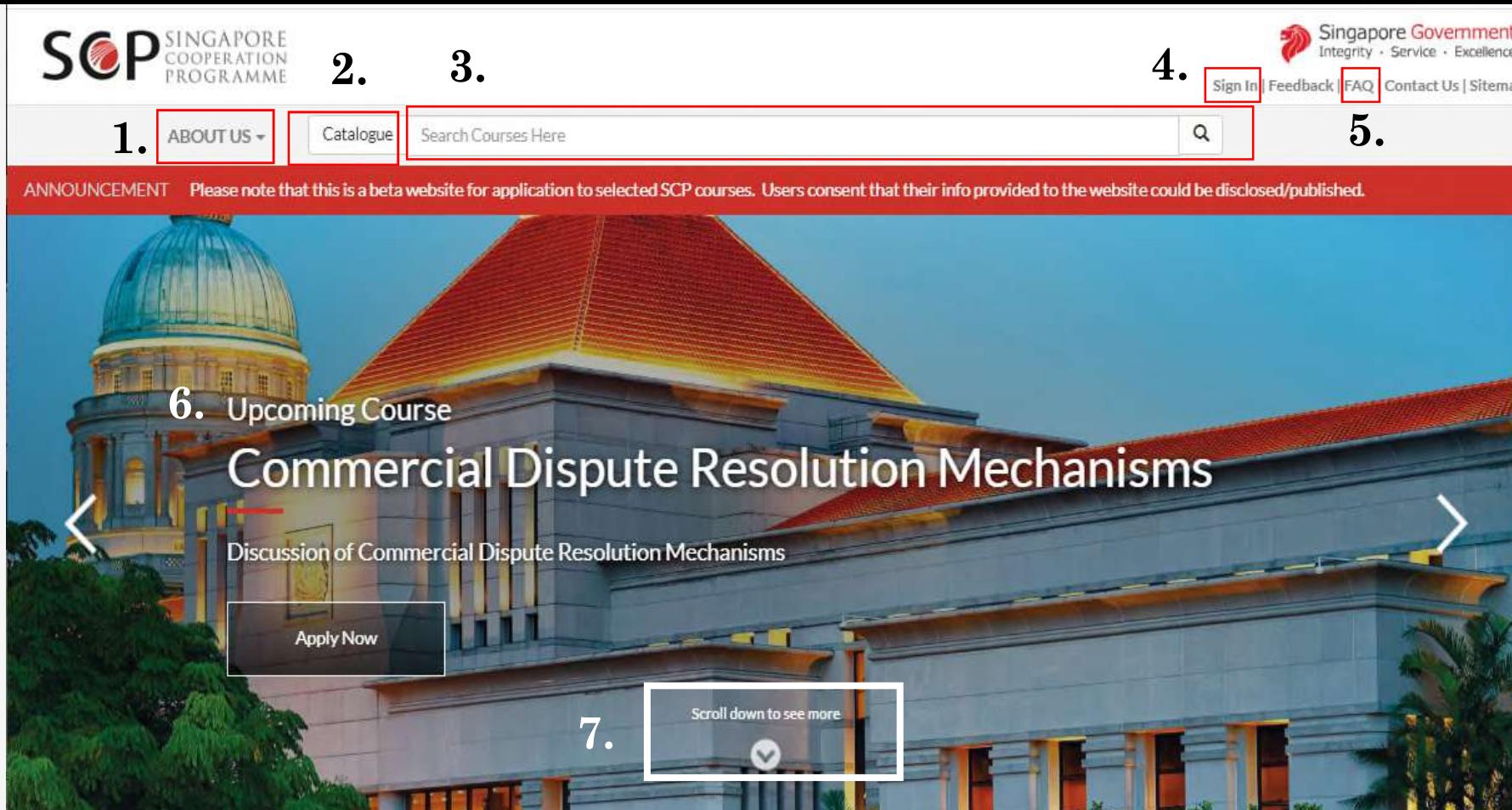
*For Singapore Cooperation Programme Courses*

<https://www.scp.gov.sg>

*Version 1.0*

*7 August 2020*

# *Homepage: www.scp.gov.sg*



1. **About Us:** To find out more about the Singapore Cooperation Programme (SCP)
2. **Catalogue button**
3. **Course Search Bar**
4. **Sign In:** Access for administrators only
5. **FAQ:** To find out more about the application process
6. **Banner featuring upcoming courses**
7. **Scroll down to view the latest SCP news**

# *Application Process*

---

1

Browse or  
search for a  
course

2

View course  
details and  
check your  
eligibility

3

Fill application,  
saving as draft  
as necessary

4

Submit  
application for  
approval

5

Confirm  
participation

ABOUT US + Catalogue Search Courses Here

Singapore Government  
Integrity • Service • Excellence

Sign In | Feedback | FAQ | Contact Us | SiteMap

**Categories**

- Resilient Societies
- Education
- Connectivity
- Sustainable Development
- Leadership & Governance
- Smart Nation
- Asia Middle East Dialogue (AMED)
- Initiative For ASEAN Integration (IAI)
- International Monetary Fund (IMF)

**Education**

The workforce of the future will have to be prepared for lifelong learning as skill sets get outmoded in an era of continuous retooling. This cluster discusses a total approach to lifelong learning, from early childhood to skills building.

**Workforce For Future Economy** ⚡

testing

Start Date: 25 May 2020 - End Date: 31 May 2020  
Closing Date for Nomination: 20 May 2020

**Trade in Service** ⚡

test

Start Date: 30 May 2020 - End Date: 31 May 2020  
Closing Date for Nomination: 29 May 2020

**Transformational Leadership for the 2030 Agenda** ⚡

test

Start Date: 07 Jul 2020 - End Date: 11 Jul 2020  
Closing Date for Nomination: 30 Jun 2020

**Fish Farming Course** ⚡

conducted in collaboration with UNISDR, the course examines key principles of disaster risk reduction and the...

Start Date: 23 Jan 2020 - End Date: 30 Jan 2020  
Closing Date for Nomination: 03 Jan 2020

**Abilities** ⚡

conducted in collaboration with UNISDR, the course examines key principles of disaster risk reduction and the...

Start Date: 23 Jan 2020 - End Date: 30 Jan 2020  
Closing Date for Nomination: 03 Jan 2020

See More ↴

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Last updated on 13-Nov-2017

Report Vulnerability | REACH

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# Browse Catalogue

- Click on the **Catalogue** button on the top left of the webpage to view a list of Course Categories.
- Click on a Category to display Courses under that Category.
- Click on a course to view its details.

The screenshot shows the SCP website's course search interface. At the top, there is a navigation bar with the SCP logo, a 'Catalogue' button, a search bar, and a 'Sign In' link. The main content area features a sidebar with 'Categories' (Resilient Societies, Education, Connectivity, Sustainable Development, Leadership & Governance, Smart Nation, Asia Middle East Dialogue (AMED), Initiative For ASEAN Integration (IAI), International Monetary Fund (IMF)) and a large image of a person in a lab coat. Below this, the 'Education' section is highlighted. It contains five course cards: 'Workforce For Future Economy', 'Trade in Service', 'Transformational Leadership for the 2030 Agenda', 'Fish Farming Course', and 'Abilities'. Each card includes a title, a brief description, and dates. A 'See More' button is at the bottom. The search bar at the top is highlighted with a red box.

Categories

- Resilient Societies
- Education
- Connectivity
- Sustainable Development
- Leadership & Governance
- Smart Nation
- Asia Middle East Dialogue (AMED)
- Initiative For ASEAN Integration (IAI)
- International Monetary Fund (IMF)

Education

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Closing Date for Nomination: 03 Jan 2020

See More

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Last updated on 13-Nov-2017

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# Course Search

- The **course search bar** can be found at the top of every page.
- To perform a search, type keyword(s) into the search bar and hit “Enter” or click on the magnifying glass icon.
- Click on a course to view its details.

The screenshot shows the SCP website interface. At the top, there is a navigation bar with links for 'ABOUT US', 'Catalogue', 'Search Courses Here', 'Sign In', 'Feedback', 'FAQ', and 'Contact'. The main content area features a large image of a building at night. Overlaid on the image is the course title 'Commercial Dispute Resolution Mechanisms (Ben)'. Below the title, it says 'Start Date: 29 Jun 2020 - End Date: 02 Jul 2020' and 'Closing Date for Nomination: 05 Jun 2020'. The page includes sections for 'Course Objectives', 'Topics Include' (TBC), 'Participant Profile' (Participants involved in Trade), 'Conducted in' (Singapore), 'Eligible Countries / Territories / Organisations' (listing Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Thailand, and Vietnam), 'Terms of Award' (This award typically covers: Living Allowance, Insurance, Airfares), and 'Application Procedure' (TBC). A note at the bottom states 'This Course has limited seatings. Applicants are advised to submit application and confirmation early to secure a seat.' A prominent red button at the bottom right says 'Apply For Course'.

# Course Details

- Find out more about a course here.
- Check that:
  - you meet the Participant Profile, and
  - the country/territory/intergovernmental organisation that you represent is on the eligible list.
- Click on “**Apply for Course**” to view the application instructions.

# Required Information

## Instructions Before Applying

Please ensure that you have the following documents/information on hand:

- 1) softcopy of passport photo (in jpeg, jpg, png, gif, or bmp format, no more than 150KB in size);
- 2) curriculum vitae (or employment and educational records);
- 3) contact details of your emergency contact person; and
- 4) email address of your supervisor.

\*Applications are not automatically saved. Ensure application is saved/submitted before exiting from page.

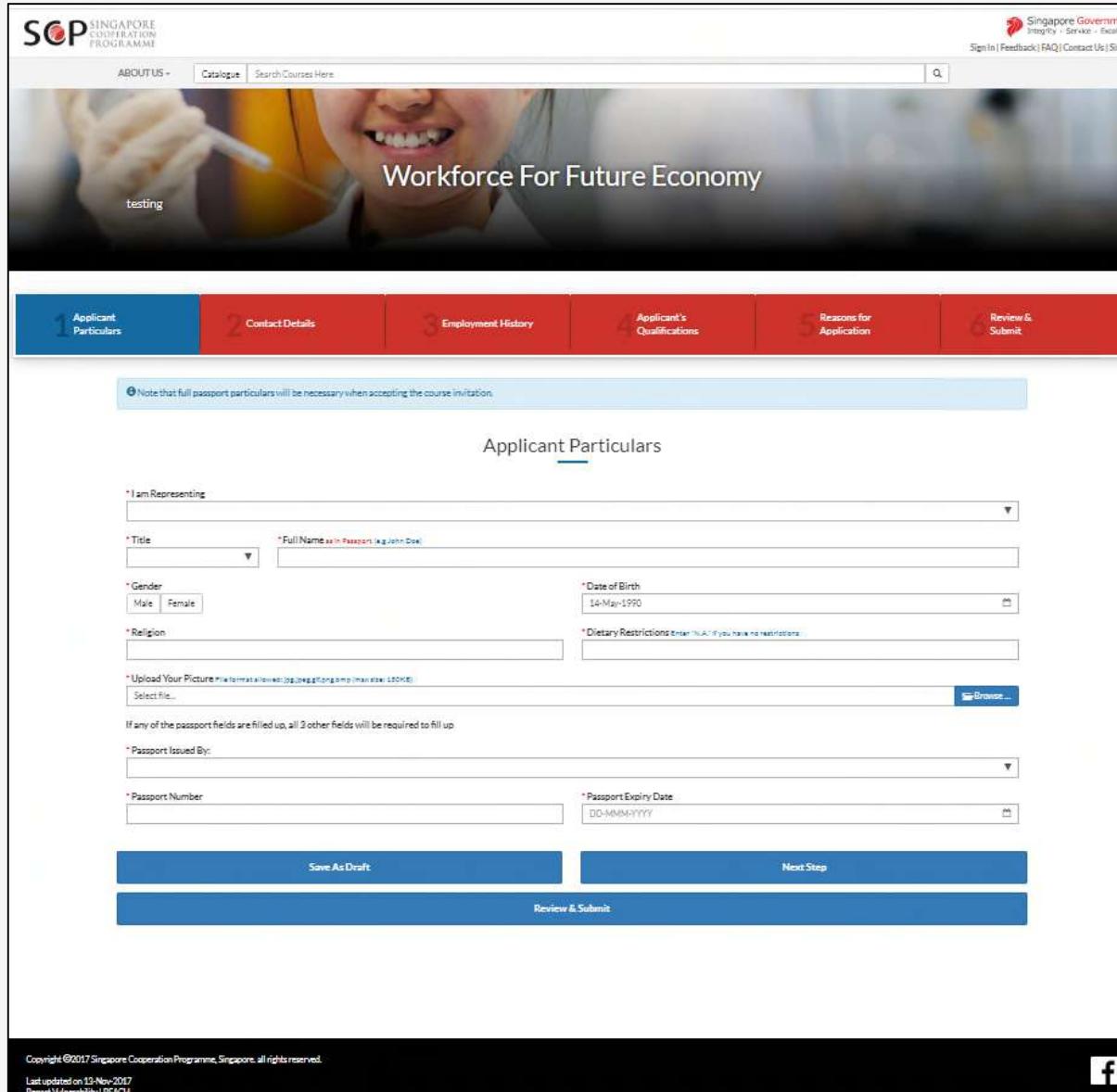
\*Wrongly filled application forms will not be considered.

Applications submitted on this Website may be disclosed to third parties to facilitate application processing and Website troubleshooting. Please note that no method of transmission over the Internet or method of electronic storage is completely secure. While we strive to protect the security of your information, complete security against unauthorised access cannot be guaranteed.

I have checked all the details and read the instructions before applying

Start Application

- Read the instructions and ensure that you have the required documents/information on hand.
- **Check the box** to confirm that you understand the instructions, and click on the **“Start Application”** button.
- The website is supported by all browsers on all internet-enabled devices. However, we recommend that you use **Google Chrome on PC/laptop** for the best experience.



# *Fill in Application*

- Please complete the five sections:

## 1. Applicant's Particulars

## 2. Contact Details

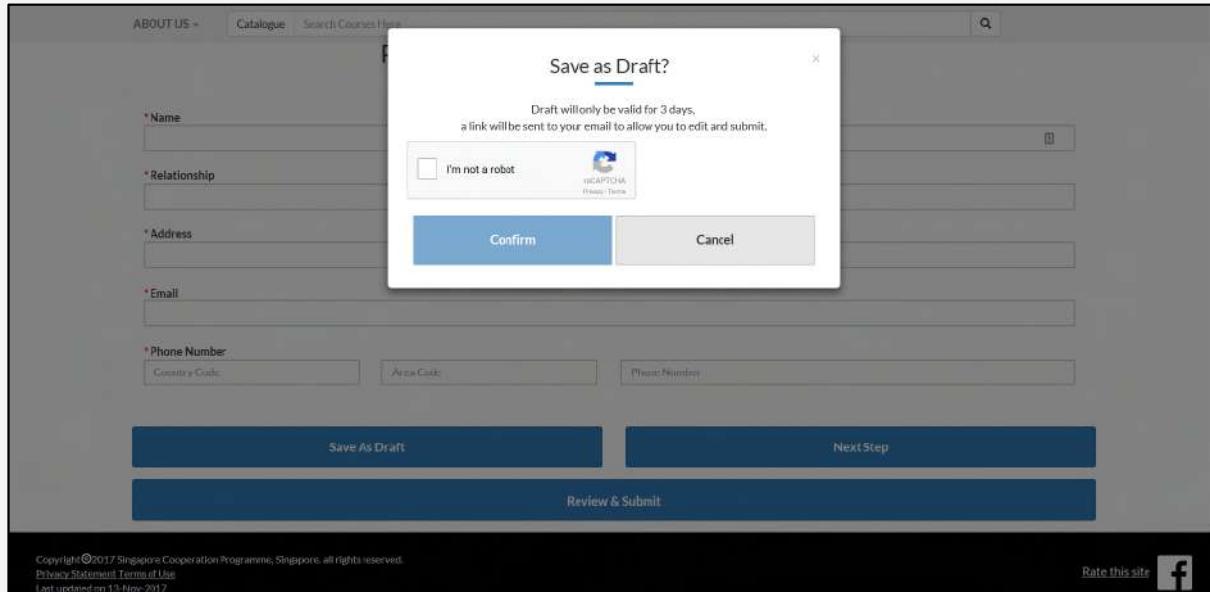
### 3. Employment History

#### 4. Applicant's Qualifications

## 5. Reasons for Application

**Please note that fields marked with \* are mandatory fields that must be filled.**

# Save as Draft



- The application form does **not** auto save.
- You can save your application as a draft for up to three days, by clicking on the "Save as Draft" button.
- In order to do so, you must complete all mandatory fields in the **Applicant Particulars** tab, and your **Personal Email** in the Contact Details tab.
- A **link to access your draft ("access link") will be sent to your personal email** once you have saved your draft application.

ABOUT US ▾

Catalogue

Search Courses Here



## One Time Password

An OTP was sent to your email. Please insert OTP:

Submit OTP

Your OTP is: **021207**

This is your one-time password for accessing our system. It will expire in 10 minutes.

Regards,  
Singapore Cooperation Programme (SCP) administrator

\*\*\* This is an automatically generated email, please do not reply \*\*\*

# Return to Draft

- Click on the access link to open your draft application in a new browser page.
- You will be required to enter a **One Time Password (OTP)** to access your draft.
  - The OTP will be sent to your personal email when you click on the access link.

The screenshot shows a horizontal navigation bar with six tabs, each with a red number and a title. Below each tab is a summary of the information entered in that section. The tabs are: 1. Applicant Particulars, 2. Contact Details, 3. Employment History, 4. Applicant's Qualifications, 5. Reasons for Application, and 6. Review & Submit. Each tab has a small red circle with a yellow border and a black checkmark in the bottom right corner, indicating it is completed. The 'Review & Submit' tab also has a red circle with a yellow border and a black checkmark in the bottom right corner, indicating it is completed.

Tab	Section Summary	Status
1	Applicant Particulars	Completed
2	Contact Details	Completed
3	Employment History	Completed
4	Applicant's Qualifications	Completed
5	Reasons for Application	Completed
6	Review & Submit	Completed

**Applicant's Particulars**  
I am Representing: Brunei  
Full Name: Mr. Timothy  
Family Name: Goh  
Gender: Male  
Date of Birth: 17 Jul 1930  
Religion: Free Thinker  
Dietary Restrictions: NA

**Contact Details**  
Country/Territory: Brunei  
State/Province: Brunei  
City/Town: Tutong  
Office Address: Ministry of Foreign Affairs and Trade  
International Convention Centre Jalan Berakas Bandar Seri Begawan BB3910 Brunei Darussalam  
Postal Code: BB3910  
Personal Email: timothy.goh@scp.com.sg  
Phone Number: 673 2383374

**Emergency Contact**  
Name: Rachel  
Relationship: College Close Friend  
Address: Ministry of Foreign Affairs and Trade International Convention Centre Jalan Berakas Bandar Seri Begawan BB3910 Brunei Darussalam  
Email: info@mfa.gov.bn  
Phone Number: 673 2383374

**Employment History**  
Employment 1  
Organisation: Ministry of Foreign Affairs and Trade  
Department: Office of the Ambassador at Large  
Designation: Office of the Ambassador-at-Large  
From: Jan 2018  
To: Present

**Applicant's Qualifications**  
Educational Qualification  
Qualification 1  
Qualification Attained: Public Governance  
Educational Institution: IHRIS  
From: Jan 2016  
To: Nov 2016

**Reasons for Application**  
Application Reason: To prepare better equip myself for the impact of future technologies.  
Supervisor Particulars  
Name: Dr. Matthias  
Designation: Minister of Education  
Email: matthias@scp.gov.sg  
Organisation: Ministry of Foreign Affairs and Trade  
Department: Office of the Technology and Education

I, Timothy of Brunei, declare that:  
 a. All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not wilfully suppressed any material facts;  
 b. I am medically fit and free from any medical problems which may impair my ability to attend and complete the training in Singapore;  
 c. I am proficient in spoken and written English. (The course will be conducted in English. All participants are expected to have a good working knowledge of the English language.); and  
 d. I will be personally liable for all medical expenses incurred during my stay in Singapore, other than those covered under the Group Personal Accident Insurance and Group Hospital & Surgical Insurance policy.  
**(IMPORTANT NOTE: All successful participants are covered under Group Personal Accident and Group Hospital & Surgical Insurance, which does not cover any pre-existing conditions/illnesses or any outpatient medical/dental treatment. Participants are personally liable for all medical expenses beyond what is covered by the insurance policy. As the coverage is limited, participants are advised to make their own arrangements to obtain adequate medical insurance coverage for their stay in Singapore.)**  
 e. (For pregnant applicants) I am  months pregnant when the course starts. I am certified by a qualified doctor to be medically fit and in good health to travel and attend the training in Singapore;

**Terms of Award**  
This course is sponsored by Singapore Government - Gui De  
This award typically covers:  
 - Hospitalisation and Surgical Insurance  
 - Incidentals (e.g. room service, laundry etc)  
 - Travel Allowance  
 - Local Transport  
 - Airport Transfers  
 - Air Fare (two-way tickets)  
 - Liaison Services  
 - Accommodation  
 - Daily Subsistence Allowance

Footer of TOA - Gui De

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Singapore at my own expense.

**Save As Draft** **Submit Application**

# Review Application

- Once you have completed the five sections, proceed to the **Review and Submit** tab to check that all mandatory fields have been completed:
  - appears in the bottom corner of completed tab once all mandatory fields within that tab have been completed;
  - Fields with missing information are indicated in red in the summary;
  - You can return to the incomplete sections by clicking on the relevant tabs.

I, Janice of Myanmar, declare that:

All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not willfully suppressed any material facts;

I am medically fit and free from any medical problems which may impair my ability to attend and complete the training in Singapore;

I am proficient in spoken and written English (The course will be conducted in English. All participants are expected to have a good working knowledge of the English language); and

I will be personally liable for all medical expenses incurred during my stay in Singapore, other than those covered under the Group Personal Accident Insurance and Group Hospital & Surgical Insurance policy.

(IMPORTANT NOTE: All successful participants are covered under Group Personal Accident and Group Hospital & Surgical Insurance, which does not cover any pre-existing conditions/illnesses or any outpatient medical/dental treatment. Participants are personally liable for all medical expenses beyond what is covered by the insurance policy. As the coverage is limited, participants are advised to make their own arrangements to obtain adequate medical insurance coverage for their stay in Singapore.)

(For Female Applicants) I am  months pregnant when the course starts. I am certified by a qualified doctor to be medically fit and in good health to travel and attend the training in Singapore;

#### Terms of Award

This award typically covers:

-Per Diem

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to return to my home country/territory at my own expense.

Save As Draft

Submit Application



ABOUT US

Catalogue

Search Courses Here



Sign In | Feedback | FAQ | Contact Us | Sitemap



SCP Calendar

Thank you for applying for the course

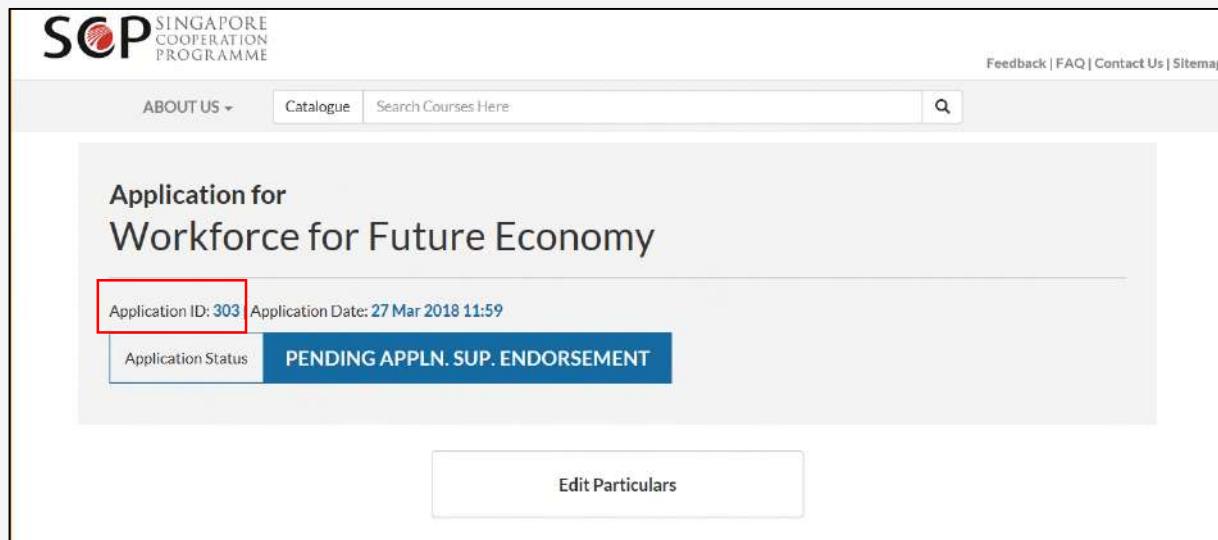
We are currently processing your application.

You may use the link sent to your email to check on the progress of your application.

View Other Courses

# Submit Application

- All female applicants are required to declare if they are pregnant.
- All applicants must declare that they understand the terms and conditions of the training award (above the “Submit Application” button).
- Upon successfully submitting an application:
  - You will be redirected to an acknowledgement page; and
  - An acknowledgement email with a link to your application will also be sent to you.



# Check Application Status

- Use the link in the acknowledgement email to check the status of your application or to edit your particulars.
  - You may wish to note down your **Application ID**. You can cite this in your emails to us should you encounter any technical issues (page 18).
- To protect your privacy, you will be required to input an OTP each time you view this page. The OTP will be sent to you by email each time you access the system.

Dear Mr. Eric BypassAll

1 We refer to your application to Workforce For Future Economy (1 August 2020 to 30 August 2020) [here](#). We are pleased to inform you that we are extending a Letter of Acceptance (LOA) for your attendance (see attached), subject to available places. We seek your prompt confirmation of your attendance by uploading the documents that we require to confirm your place at the link below:

### Confirmation Link

SCP SINGAPORE  
COOPERATION  
PROGRAMME

ABOUT US

Catalogue

Search Courses Here

## Application for Workforce For Future Economy

Application ID: 1241 | Application Date: 14 May 2020 16:49 | [Print Application](#)

Congratulations! Your application has been provisionally approved. Kindly confirm your attendance as soon as possible as allocation is on a first-come-first-served basis. Please ensure that you have obtained your approved Singapore entry visa before your travel ticket is arranged.

[Download Letter of Acceptance](#)

### Travel Arrangement (Mandatory)

\* Arrival Date / Time

\* Arrival Flight No / Vessel Name / Vehicle No

\* Departure Date / Time

\* Departure Flight No / Vessel Name / Vehicle No

\* Upload eTicket (Mandatory) [File format allowed: jpg, jpeg, png, bmp, gif, doc, docx, pdf | max size: 1MB]

Select File...

[Browse...](#)

LETTER OF INDEMNITY

Workforce For Future Economy

25 May 2020 to 31 May 2020

<p>(you name appears here)</p> <hr/> <p>Full Name of Applicant</p>	<p>(current date)</p> <hr/> <p>Date</p>
--	---

# *Invitation to Participate*

- If successful, an applicant will receive an invitation (via email) to participate in the course.
- To **accept the invitation**, click on the **Confirmation Link** in the email to:
  - View the enclosed Letter of Acceptance; and
  - Upload passport details, flight details and eTicket (if required as supporting documents).

## Provisional placement in the course

Application for  
Workforce For Future Economy

Application ID: 1241 | Application Date: 14 May 2020 16:49 | [Print Application](#)

Invitation Status **CONFIRMED**

Thank you for your confirmation. We will be verifying the relevant documents and our officer would be in touch with you if we require further clarification.

Invitation confirmed as of 29 Jul 2020 15:25

[Download Letter of Acceptance](#)

## Successful placement in the course

Application for  
Workforce For Future Economy

Application ID: 1241 | Application Date: 14 May 2020 16:49 | [Print Application](#)

Invitation Status **CONFIRMED (VERIFIED)**

Your attendance has been confirmed!

Invitation confirmed (verified) as of 29 Jul 2020 15:27

[Download Letter of Acceptance](#)

Dear Dr. Testing One

1 We refer to your application for Introduction to Disaster Risk Reduction (23 September 2020 to 21 October 2020) [here](#).  
We would like to confirm your place in the course.

2 We look forward to seeing you soon.

Regards,  
Singapore Cooperation Programme (SCP) administrator

\*\*\* This is an automatically generated email, please do not reply \*\*\*

# Confirming Participation

- Once you have accepted the invitation and submitted required documents, the screen will refresh and show your invitation status as “CONFIRMED”.
- Successful placement in the course is subject to:**
  - Our verification of your submitted documents; and
  - The availability of places.
- If your placement is successful:**
  - You will be informed via email; and**
  - Your invitation status will display “CONFIRMED (VERIFIED)” status.**

SCP SINGAPORE COOPERATION PROGRAMME

ABOUT US Catalogue Search Courses Here

Application for  
Workforce For Future Economy

Application ID: 1241 | Application Date: 14 May 2020 16:49 | [Print Application](#)

Congratulations! Your application has been provisionally approved. Kindly confirm your attendance as soon as possible as indicated on the application icon on a first-come-first-served basis. Please ensure that you have obtained your approved Singapore entry visa before your travel ticket is arranged.

[Download Letter of Acceptance](#)

Travel Arrangement (Mandatory)

\*Arrival Date / Time  \*Arrival Flight No / Vessel Name / Vehicle No

\*Departure Date / Time  \*Departure Flight No / Vessel Name / Vehicle No

\* Upload eTicket (Mandatory) File format allowed: jpg, jpeg, png, bmp, doc, docx, pdf (max size: 1MB)  [Browse...](#)

Select File...

LETTER OF INDEMNITY  
Workforce For Future Economy  
25 May 2020 to 31 May 2020

(you name appears here) \_\_\_\_\_ (current date) \_\_\_\_\_

Full Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_

[Accept Invitation](#) [Decline Invitation](#)

Application for  
Workforce For Future Economy

Application ID: 1853 | Application Date: 30 Jul 2020 22:05 | [Print Application](#)

Invitation Status **DECLINED**

Invitation declined as of 30 Jul 2020 22:17

[Download Letter of Acceptance](#)

# Declining Participation

- If you are **unable to accept the invitation**, please click “Decline Invitation”. Your application status will be reflected as “DECLINED”.
  - Please note that you will not be able to reverse this decision once submitted.
- If you wish to **withdraw** your participation after accepting our invitation, please notify the SCP officer in charge of the course via email.
  - You can find the SCP officer’s details in the Letter of Acceptance.



ABOUT US Catalogue Search Courses Here Q SCP Calendar

## Frequently Asked Questions

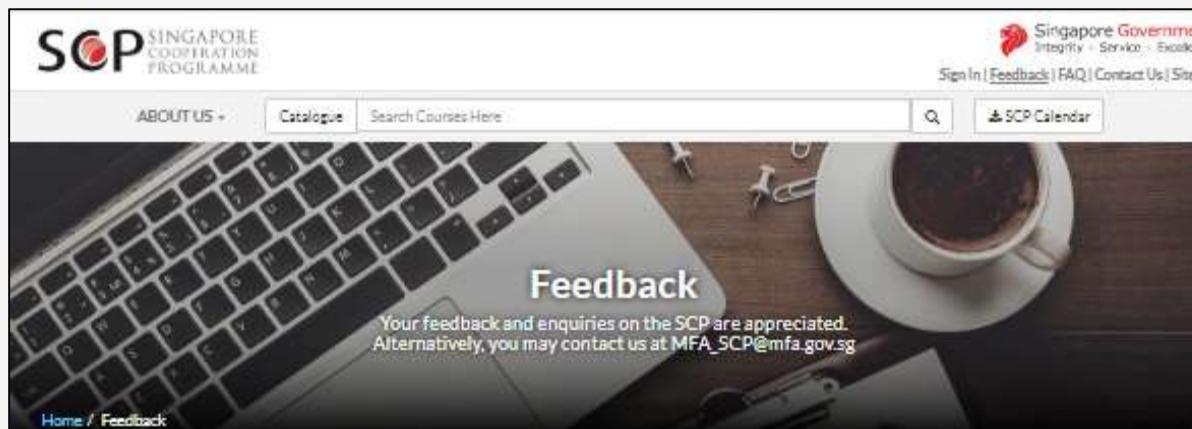
Home / FAQ

What courses are available? -

Please visit our [course](#) page for our course listings

How do I apply for a Singapore Cooperation Programme course? +

This block displays the Frequently Asked Questions (FAQ) section of the website. It features a large question mark icon in the header. The FAQ is organized into expandable sections. The first section, 'What courses are available?', is currently collapsed, showing a minus sign. The second section, 'How do I apply for a Singapore Cooperation Programme course?', is expanded, showing a plus sign. Both sections contain placeholder text.



SCP SINGAPORE COOPERATION PROGRAMME

Singapore Government Integrity • Service • Excellence

Sign In | Feedback | FAQ | Contact Us | Sitemap

ABOUT US Catalogue Search Courses Here Q SCP Calendar

## Feedback

Your feedback and enquiries on the SCP are appreciated. Alternatively, you may contact us at [MFA\\_SCP@mfa.gov.sg](mailto:MFA_SCP@mfa.gov.sg)

Home / Feedback

Name

Type here

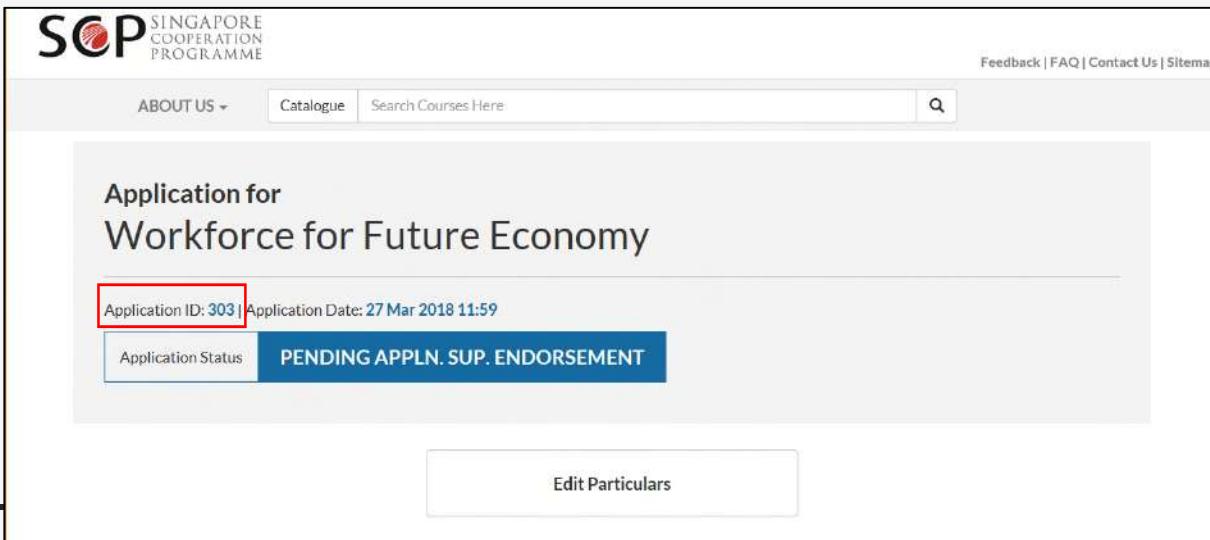
\*Email Address

Type here

This block displays the Feedback page of the website. It features a background image of a laptop keyboard and a cup of coffee. The page includes the SCP logo and government branding. The feedback section contains a text input field for the name and a required email address input field. The 'Email Address' field is marked with a red asterisk to indicate it is a required field.

# FAQ

- Please visit our FAQ page to find out more about the application process.
- If you have further queries, please contact us via the Feedback page.



# Technical Support

- If you encounter a system error or technical issue on the website, please email the following to [MFA SCP@mfa.gov.sg](mailto:MFA SCP@mfa.gov.sg):
  - **[START Technical Issue]** as a prefix in the email subject title;
  - **screenshot of the error** (please try to capture the full page and error message);
  - **steps taken that led to the error;**
  - **Application ID**, if applicable (this is found in the application status, via the link in the application acknowledgement email);
  - your **Full Name**; and
  - the **Course Name**.



# *SINGAPORE COOPERATION PROGRAMME*

**Technical Cooperation Directorate**  
Ministry of Foreign Affairs  
Tanglin  
Singapore 248163  
Tel: (65) 6379 8000  
Email: [mfa\\_scp@mfa.gov.sg](mailto:mfa_scp@mfa.gov.sg)



# *SUPERVISOR'S ENDORSEMENT GUIDE*

*For Singapore Cooperation Programme Courses*

*<https://www.scp.gov.sg>*

*Version 1.0*

*7 August 2020*

# *Endorsement Process*

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1

Access  
endorsement link  
via email

2

Verify applicant's  
particulars

3

Provide  
endorsement  
details and submit

Dear Sir/Ma'am

1 This is to seek your endorsement as the supervisor of Anita Aziz, who has applied for Environmental Conservation and Sustainability (8 September 2020 to 12 September 2020) under the Singapore Cooperation Programme. You can provide your endorsement via the link below:

[Endorse Here](#)

2 Anita Aziz has applied for the abovementioned course through our online system. You are listed as the applicant's supervisor. It would be helpful if you could provide your reasons for nominating the applicant for the course, and describe what skills/ knowledge you would like the applicant to gain from this course. Please do not hesitate to contact [start-support@wizvision.com](mailto:start-support@wizvision.com) if you require any technical assistance.

3 We look forward to your input. Thank you.

Regards,  
Singapore Cooperation Programme (SCP) administrator

\*\*\* This is an automatically generated email, please do not reply \*\*\*

# *Supervisor's Endorsement*

- If an applicant declares you as his/her Supervisor in an application for a SCP course, you will receive an email with a link to endorse the application.

## One Time Password

An OTP was sent to your email. Please insert OTP:

Submit OTP

Your OTP is: **021207**

This is your one-time password for accessing our system. It will expire in 10 minutes.

Regards,  
Singapore Cooperation Programme (SCP) administrator

\*\*\* This is an automatically generated email, please do not reply \*\*\*

# Access Email Endorsement Link

- Upon clicking the link:
  - A new browser tab/window will open, requiring you to enter a **One Time Password (OTP)** for security purposes.
  - The OTP will be sent separately to you via email.
- Key in the OTP and click **Submit OTP**.

**SCP** SINGAPORE COOPERATION PROGRAMME

ABOUT US Catalogue Search Courses Here

Supervisor Endorsement for the Application of Workforce For Future Economy

Application ID: 1236  
Application Date: 13 May 2020  
Course Start Date: 25 May 2020  
Course Objective  
testing

Please describe why the applicant has been nominated for this course. (Max 1000 Characters)  
Type here

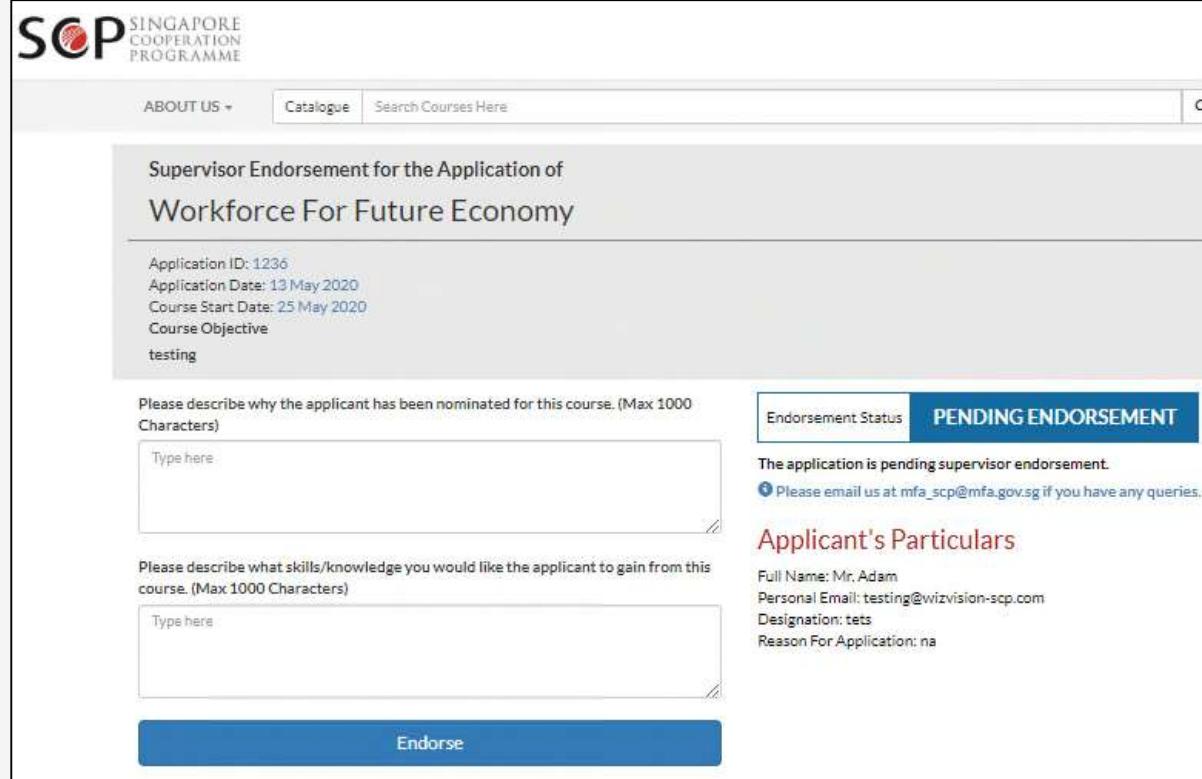
Please describe what skills/knowledge you would like the applicant to gain from this course. (Max 1000 Characters)  
Type here

Endorse

Endorsement Status **PENDING ENDORSEMENT**  
The application is pending supervisor endorsement.  
Please email us at mfa\_scp@mfa.gov.sg if you have any queries.

**Applicant's Particulars**

Full Name: Mr. Adam  
Personal Email: testing@wizvision-scp.com  
Designation: tets  
Reason For Application: na



# Review Application

- Once you have entered the OTP, you will be brought to an Endorsement Page.
- Endorsement Status appears as "PENDING ENDORSEMENT".
- Please review the course information and applicant's particulars.

Supervisor Endorsement for the Application of  
Workforce For Future Economy

Application ID: 1236  
Application Date: 13 May 2020  
Course Start Date: 25 May 2020  
Course Objective  
testing

Please describe why the applicant has been nominated for this course. (Max 1000 Characters)  
Type here

Please describe what skills/knowledge you would like the applicant to gain from this course. (Max 1000 Characters)  
Type here

Endorsement Status: **PENDING ENDORSEMENT**

The application is pending supervisor endorsement.  
Please email us at [mfa\\_scp@mfa.gov.sg](mailto:mfa_scp@mfa.gov.sg) if you have any queries.

**Applicant's Particulars**

Full Name: Mr. Adam  
Personal Email: [testing@wizvision-scp.com](mailto:testing@wizvision-scp.com)  
Designation: tets  
Reason For Application: na

**Endorse**

# Endorse Application

- If you wish to endorse the applicant, fill in the description fields for:
  - “Why the Applicant has been nominated”; and
  - “What skills/knowledge you would like the applicant to gain”.
- Click on the **Endorse** button.
- The page will refresh and reflect the Endorsement Status as “ENDORSED”.

**SCP** SINGAPORE COOPERATION PROGRAMME

ABOUT US Catalogue Search Courses Here

Supervisor Endorsement for the Application of  
Workforce For Future Economy

Application ID: 1236  
Application Date: 13 May 2020  
Course Start Date: 25 May 2020  
Course Objective  
testing

✓ The application has been endorsed successfully.

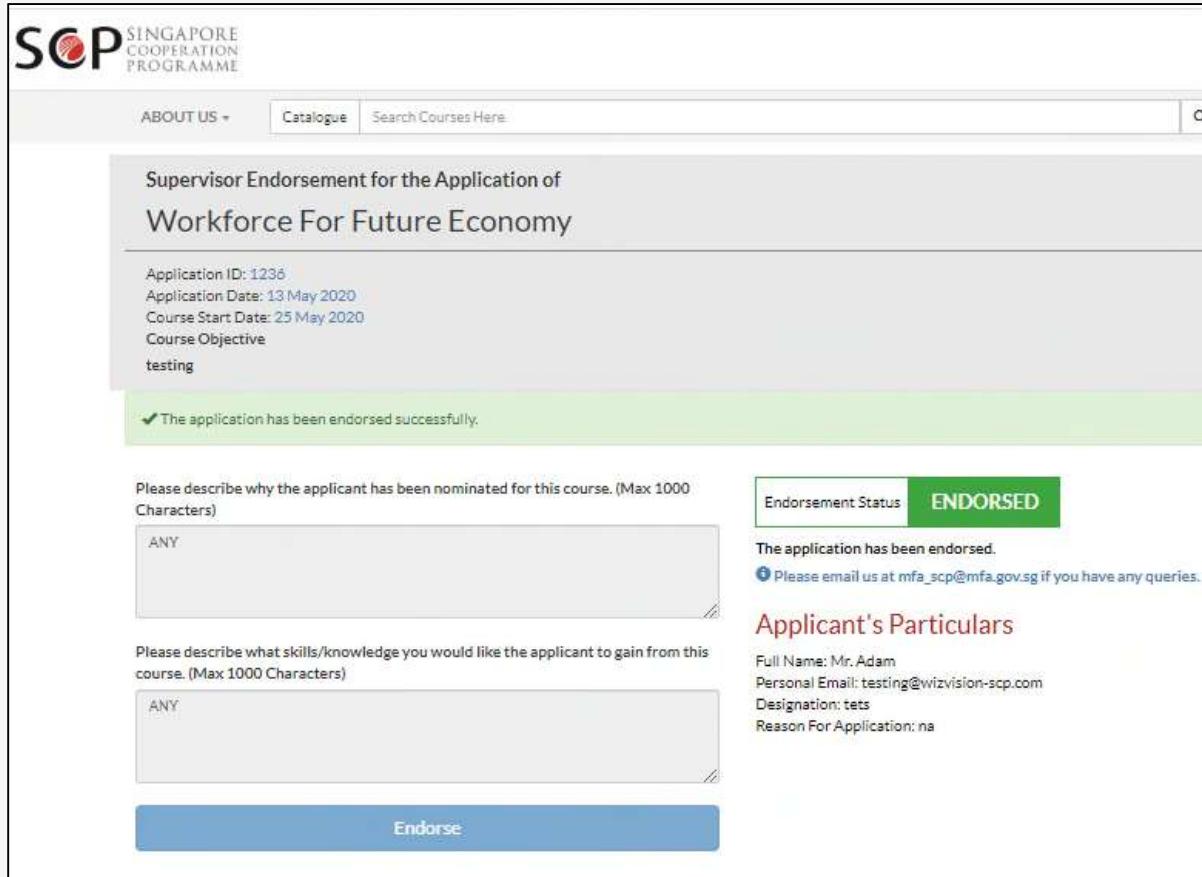
Please describe why the applicant has been nominated for this course. (Max 1000 Characters)  
ANY

Endorsement Status **ENDORSED**  
The application has been endorsed.  
Please email us at [mfa\\_scp@mfa.gov.sg](mailto:mfa_scp@mfa.gov.sg) if you have any queries.

Please describe what skills/knowledge you would like the applicant to gain from this course. (Max 1000 Characters)  
ANY

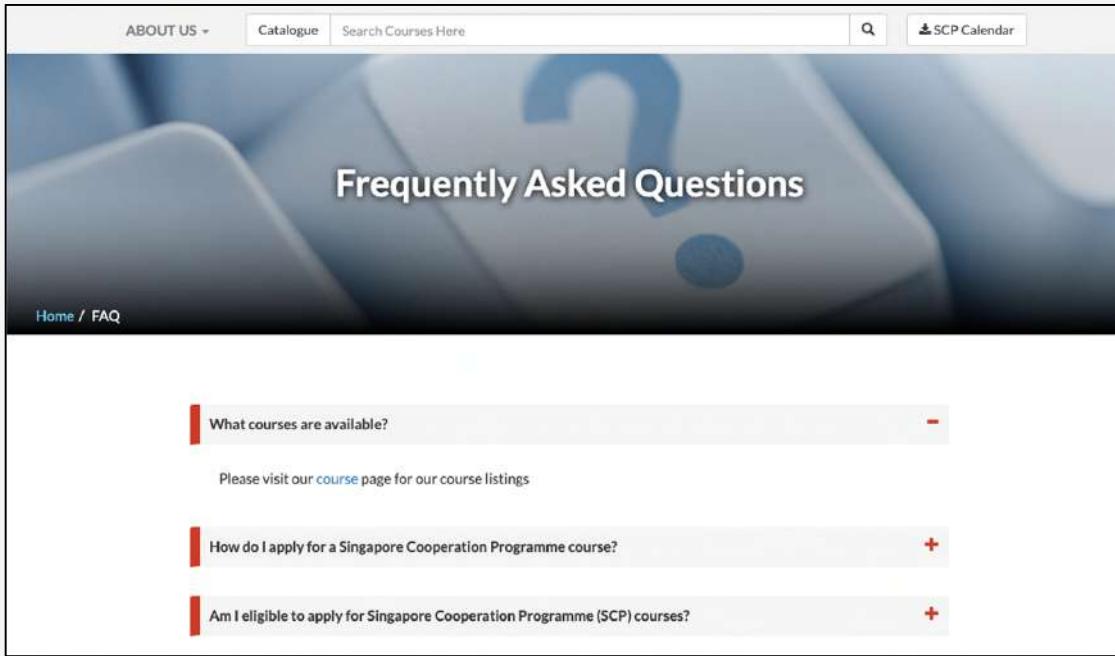
**Applicant's Particulars**  
Full Name: Mr. Adam  
Personal Email: testing@wizvision-scp.com  
Designation: tets  
Reason For Application: na

**Endorse**

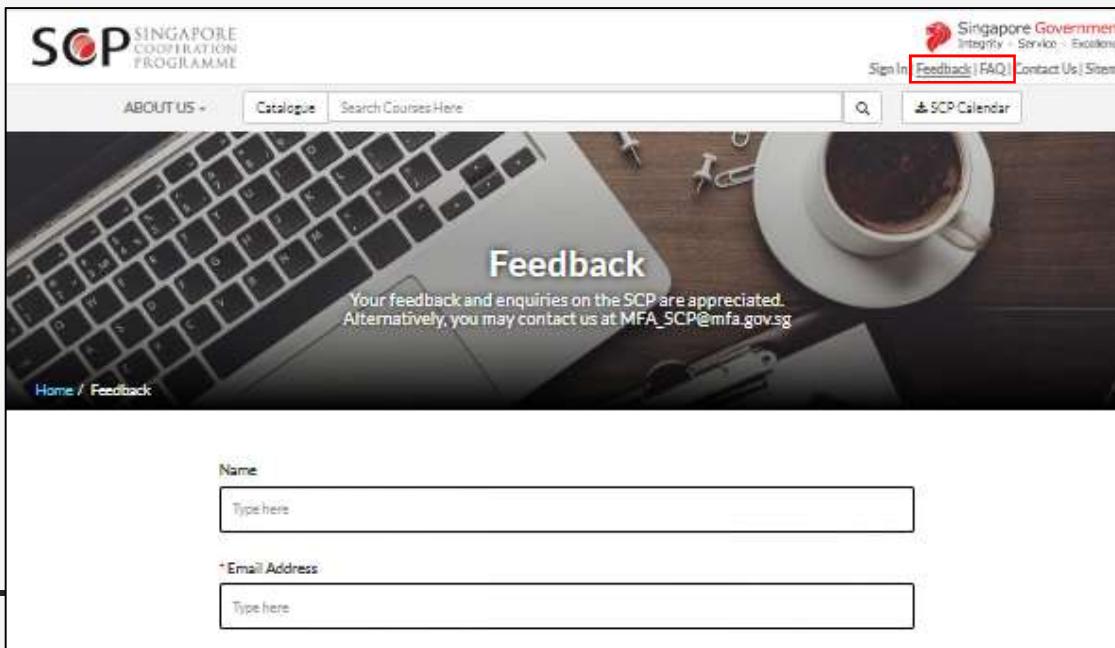


# Points to Note

- Please submit your endorsements within three (3) days of receiving the email link.
- Endorsements are final and cannot be changed.
- Please email us at [MFA\\_SCP@mfa.gov.sg](mailto:MFA_SCP@mfa.gov.sg) if you have any queries on the endorsement process.



The screenshot shows the 'Frequently Asked Questions' page. At the top, there is a large blue header with a question mark icon and the text 'Frequently Asked Questions'. Below the header, the URL 'Home / FAQ' is visible. The page contains three expandable sections: 'What courses are available?' (with a minus sign icon), 'How do I apply for a Singapore Cooperation Programme course?' (with a plus sign icon), and 'Am I eligible to apply for Singapore Cooperation Programme (SCP) courses?' (with a plus sign icon). Each section has a corresponding text description below it.



The screenshot shows the 'Feedback' page. At the top, there is a header with the 'SCP SINGAPORE COOPERATION PROGRAMME' logo, a search bar, and a 'SCP Calendar' button. Below the header, the URL 'Home / Feedback' is visible. The page features a background image of a laptop keyboard, a cup of coffee, and a pen. The word 'Feedback' is prominently displayed in the center. Below it, there is a message: 'Your feedback and enquiries on the SCP are appreciated. Alternatively, you may contact us at MFA SCP@mfa.gov.sg'. The page includes a 'Name' input field and an 'Email Address' input field, both with placeholder text 'Type here'.

# FAQ

- Please visit our FAQ page to find out more about the application process.
- If you have further queries, please contact us via the Feedback page.
- The links to the Feedback/FAQ pages are on the menu on the top right of every page on our website.

# Technical Support



**Building Social Cohesion in a Plural Society**  
This online course is conducted under the auspices of the SCP Training Awards. Social cohesion is a cornerstone of Singapore's success as a nation. This programme shares Singapore's experience in building an inclusive and caring society, in the midst of changing demographics, societal needs and expectations.

System Error Occurred. Please contact administrator ref: 1598137475722

1 Applicant Particulars    2 Contact Details    3 Employment History    4 Applicant's Qualifications    5 Reasons for Application    6 Review & Submit

Supervisor Endorsement for the Application of  
Workforce For Future Economy

Application ID: 1236  
Application Date: 13 May 2020  
Course Start Date: 25 May 2020  
Course Objective

- If you encounter a system error or technical issue, please email the following to [MFA\\_SCP@mfa.gov.sg](mailto:MFA_SCP@mfa.gov.sg):
  - **[START Technical Issue]** as a prefix in the email subject title;
  - **screenshot of the error** (please try to capture the full page and error message);
  - **steps taken that led to the error;**
  - **Application ID** (found near the top of the page); and
  - **the Course Name.**



# *SINGAPORE COOPERATION PROGRAMME*

**Technical Cooperation Directorate**  
Ministry of Foreign Affairs  
Tanglin  
Singapore 248163  
Tel: (65) 6379 8000  
Email: [mfa\\_scp@mfa.gov.sg](mailto:mfa_scp@mfa.gov.sg)

**LEAVING NO ONE BEHIND: SUSTAINABLE WASH SERVICES IN A RAPIDLY CHANGING  
CONTEXT****23 MAY TO 3 JUNE 2022  
VIRTUAL FORMAT**

Jointly sponsored by the

**SINGAPORE COOPERATION PROGRAMME**

and the

**UNITED NATIONS CHILDREN'S FUND (UNICEF)  
EAST ASIA AND PACIFIC REGIONAL OFFICE**

under the

**SINGAPORE-UNICEF JOINT TRAINING PROGRAMME**

to be conducted by the

**PUB, SINGAPORE'S NATIONAL WATER AGENCY –  
SINGAPORE WATER ACADEMY**

and the

**UNICEF**

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**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.

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**UNICEF**

UNICEF works in over 190 countries and territories to save children's lives, to defend their rights, and to help them fulfil their potential, from early childhood through adolescence. UNICEF has spent 70 years working to improve the lives of children and their families. Safe water, improved sanitation and good hygiene (WASH) is a foundation for development towards health, equity, gender equality and education and is at the center of the 2030 agenda for Sustainable Development. Goal 6 of the Sustainable Development Goals (SDGs), aims to "ensure availability and sustainable management of water and sanitation for all". UNICEF works within the framework of this new development agenda to support governments in achieving these goals. Several countries in East Asia and Pacific region have achieved middle income status and are undergoing rapid economic changes.). Despite steady progress in Water and sanitation sector pneumonia and diarrhoea remain the biggest killers of children under five-years-old in this region. Sanitation and hygiene remain

among the main contributing factors to high child mortality and under-nutrition (stunting and anaemia) rates.

Similarly, disparities in access to safe water and sanitation reveal persisting inequities, with rural areas, urban slums and poorest part of the population lagging far behind. The COVID-19 pandemic has exacerbated the urban and rural WASH access inequality. Our approach is to strengthen national systems and capacity through a mix of community based-activities and collecting evidence to advocate for equitable national and sub-national investments in children. With our partners, and in support of the Sustainable Development WASH Goals and Targets, UNICEF works, amongst other areas, to i) help governments design and implement appropriate gender sensitive policies, national standards and guidelines, build institutional capacity and develop interventions and ii) provide training and resources for communities to improve water quality, secure water supplies and safer sanitation facilities. For more information on UNICEF, please visit <https://www.unicef.org/what-we-do>.

### **PUB, Singapore's National Water Agency**

PUB is the national water agency, and manages Singapore's water supply, water catchment and used water in an integrated way. PUB has ensured a diversified and sustainable supply of water for Singapore with the Four National Taps – local catchment water, imported water, high-grade reclaimed water known as NEWater, and desalinated water. Its approach to water management can be distilled into three key strategies: collect every drop of water, reuse water endlessly, and desalinate more seawater.

### **Singapore Water Academy**

To enhance capability development, PUB has set up the Singapore Water Academy (SgWA), a practitioner-focused institution in urban water management.

Besides providing training for PUB staff, the Academy also trains the industry to strengthen current competencies and develop future capabilities. It welcomes international participants to its programmes, which address engineering, operations, business leadership and governance.

### **Course Objectives**

Conducted in collaboration with UNICEF, this course shares skills and knowledge on water management, urban sanitation, drinking water quality monitoring, innovative financing and knowledge management.

### **Course Outline**

The course would cover topics such as:

- Water, Sanitation and Hygiene (WASH) strategy and tools with a focus on equity in WASH;
- Global and regional status and implications for WASH in the context of SDGs;
- WASH Enabling Environment and WASH Bottleneck Analysis for sustained WASH services;
- WASH sector tools and approaches such as: Circular economy, private sector engagement, WASH innovative financing;
- Integrated management of water resources, water quality, potable water and used water in Singapore;
- Water sustainability and circular economy in Singapore;
- Water Pollution Control and Strategies;
- Innovative financing for WASH services; and
- Best practices in knowledge management, communication, and advocacy for WASH.

### **Methodology**

This short course will mix lecture, discussion, and practical exercise with the aim of maximising engagement and exchange of experience among participants. Zoom platform will be used for online lectures and discussions (polls, chat, and Q&A). Videos and learning materials will be assessed via mobile learning platform for self-study. Participants will also have adequate opportunity to share their experiences, learning points and challenges in an online discussion forum.

### **Regulations**

Participants are required to comply with the following:

- Strictly observe course schedule and not miss training sessions, and;
- Carry out instructions and abide by conditions as may be stipulated by the nominating Authority or Government, the Government of

Singapore, UNICEF and SgWA, with respect to the course.

### Duration

The webinars will be held on **23 to 26 May 2022** and **30 May to 3 June 2022**, from **14:00 to 17:15 (Singapore time; UTC+08:00)** on each of these days. Please see Annex for the draft programme (subject to changes).

### Application Information

Applicants should be:

- Mid-to senior-level government officials working in the water supply, water management, sanitation and hygiene, public health departments, including officials representing urban and rural WASH and urban mayors;
- Able to attend **all** the synchronous e-learning sessions. Applicants will require an internet-enabled device with Zoom installed, and an internet-enabled device with functioning webcam, microphone and audio;
- Nominated by their respective Governments;
- Proficient in written and spoken English as the course is conducted fully in English without translation; and
- In good health.

### Terms of Award

The course is sponsored by the Government of Singapore and UNICEF under the Singapore-UNICEF Joint Training Programme.

### Application Procedure

(Closing date for nomination: **22 April 2022**)

The Government of Singapore is 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 and the UNICEF 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 <http://www.go.gov.sg/wash2022> by **Friday, 22 April 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 66% of 'live' e-learning sessions, will receive an electronic certificate of completion from the SCP;
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed; and
- 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](http://www.facebook.com/SCPFriends)

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## Singapore-UNICEF WASH Programme 2022 (Virtual) (as at 15 March 2022)

Singapore – UNICEF WASH Partnership, 23 <sup>rd</sup> May – 3 <sup>rd</sup> June 2022 (Virtual Programme)					
Start 14:00 SGT	Day 1 (23 May) Monday	Day 2 (24 May) Tuesday	Day 3 (25 May) Wednesday	Day 4 (26 May) Thursday	Day 5 (27 May) Friday Rest Day
14:00-15:30 SGT	<b>Session 1.1a: (Joint Module) Welcome, Opening</b> - Welcome & Opening Remarks (MFA and UNICEF) and Photo Session via online platform  <b>Opening remarks by UNICEF and MFA</b>	<b>Session 2.1a: Recap of Day 1</b>	<b>Session 3.1a: Recap of Day 2</b>	<b>Session 4.1a: Recap of Day 3</b>	
	<b>Session 1.1b: (UNICEF Module) Programme and SDG Overview</b> <i>Mr Evariste Kouassi-Komlan, Regional Adviser WASH, UNICEF</i>	<b>Session 2.1b: (PUB Module) Integrated Water Quality Management – Ensuring Safe Drinking Water</b> <i>Dr Lim Mong Hoo, Senior Consultant (Water Quality), PUB</i>	<b>Session 3.1b: (PUB Module) Integrated Used Water Management– Waste to Resource</b> <i>Dr Winson Lay, General Manager, Water Reclamation Plant Department, PUB</i>	<b>Session 4.1b: (PUB Module) PUB's Approach towards Water Sustainability</b> <i>Dr Elaine Quek, Deputy Director, Policy &amp; Planning Department, PUB</i>	
15:30-15:45 SGT	Tea Break	Tea Break	Tea Break	Tea Break	
15:45-17:15 SGT	<b>Session 1.2: (PUB Module) From Scarcity to Sustainability: Integrated Water Resources Management in Singapore</b>  <i>Mr Chan Yoon Kum, Senior Consultant, PUB</i>	<b>Session 2.2a: (PUB Site Briefing) Marina Barrage</b>  <i>Mr Khairil Anwar Bin Makktom, Dy General Manager, Marina Barrage, Catchment and Waterways Department, PUB</i>	<b>Session 3.2a: (PUB Module) Changi Water Reclamation Plant</b>  <i>Mr Lee Kah Seng, Chief Training Specialist, Singapore Water Academy, PUB</i>	<b>Session 4.2: (UNICEF Module) UNICEF's WASH Strategy and practices</b>  <i>Ms Brooke Yamakoshi WASH Specialist, UNICEF</i>	
		<b>Session 2.2b: (PUB Site Briefing) Lower Seletar Waterworks</b>  <i>Mr Lau Choon Leng, Principal Training Specialist, Singapore Water Academy, PUB</i>	<b>Session 3.2b: (PUB Site Briefing) Implementing Circular Economy - Case Study of Tuas Nexus</b>  <i>Mr Mark Wong, Chief Engineer, Deep Tunnel Sewerage System 2 Department, PUB</i>		
17:15 SGT	End of Day 1 Programme	End of Day 2 Programme	End of Day 3 Programme	End of Day 4 Programme	

Singapore – UNICEF WASH Partnership, 23 <sup>rd</sup> May – 3 <sup>rd</sup> June 2022 (Virtual Programme)					
Start 14:00 SGT	(30 May) Monday	Day 6 (31 May) Tuesday	Day 7 (1 June) Wednesday	Day 8 (2 June) Thursday	Day 9 (3 June) Friday
14:00-15:30 SGT	<b>Session 5.1a: Recap of Day 4</b> <b>Session 5.1b: (UNICEF Module)</b> <b>Targeting the most marginalized in Urban and Rural WASH – Tools and methods</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF</i>	<b>Session 6.1a: Recap of Day 4</b> <b>Session 6.1b: (UNICEF Module)</b> <b>WASH Accountability for sustained services</b> <i>Ms Brooke Yamakoshi , WASH Specialist, UNICEF</i>	<b>Session 7.1a: Recap of Day 5</b> <b>Session 7.1b: (UNICEF Module) Financing in WASH</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF</i>	<b>Session 8.1a: Recap of Day 6</b> <b>Session 8.1b: (UNICEF Module)</b> <b>Knowledge Management and Learning</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF</i>	<b>Session 9.1a: Recap of Day 7</b> <b>Session 9.1b: (Joint Module) Facilitated Discussion for Action Planning</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF and Ms Brooke Yamakoshi, WASH Specialist, UNICEF</i>
15:30-15:45 SGT	Tea Break	Tea Break	Tea Break	Tea Break	Tea Break
15:45-17:15 SGT	<b>Session 5.2: (UNICEF Module)</b> <b>WASH Enabling Environment – Bottleneck Analysis Tools and Methods</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF</i>	<b>Session 6.2: (UNICEF Module)</b> <b>Addressing Cross – Cutting issues in WASH programming (Gender, Social inclusions, youth, Adolescents, change)</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF</i>	<b>Session 7.2a: (PUB Module)</b> <b>PPP Approach for Water Infrastructure Projects</b> <i>Mr Ong Key Wee, Head, Public Private Partnership Management, PUB</i>	<b>Session 8.2a: (Joint Module)</b> <b>NGO sharing / Industry Networking Panel discussion</b> <i>Ms Winnie Tan, Senior Asst. Director, Industry and Technology Collaboration Department, PUB</i>	<b>Session 9.2a: (Joint Module)</b> <b>Sharing and Presentations for Action Planning</b> <i>Closing remarks by MFA and UNICEF</i>
			<b>Session 7.2b: (PUB Site Briefing)</b> <b>Marina East Desalination Plant (MEDP)</b> <i>Mr Jason Wong, Head (Water Plants), Water Services, Keppel Seghers Engineering Singapore Pte Ltd</i>	<b>Session 8.2b: (Joint Module)</b> <b>Facilitated Discussion for Action Planning</b> <i>Mr Evariste Kouassi- Komlan, Regional Adviser WASH, UNICEF and Ms Brooke Yamakoshi, WASH Specialist, UNICEF</i>	<b>Session 9.2b: Closing and Photo Session via Online Platform</b>
17:15 SGT	End of Day 5 Programme	End of Day 6 Programme	End of Day 7 Programme	End of Day 8 Programme (Programme may end later depending on individual group's discussion)	End of MFA-UNICEF WASH Programme