



Management Development Training Institute Northern Provincial Council

APPLICATION FOR THE CERTIFICATE COURSE IN PROCUREMENT PROCEDURE AND CONTRACT ADMINISTRATION (CIPPCA)

2018/2019

For Office Use Only

(Please use Block Letters / All cages must be completed)	
1. Full Name: (Mr./Mrs./Miss.)	
2. National Identity Card No.:	
3. Department/Institution:	
4. i. Service: (Class and Grade of the Service if any)	
ii. Designation:	
5. Address	
Office:	Personal:
Tel:	Tel:
Fax:	Mobile:
e-mail:	e-mail:
7. Educational Qualifications:	
8. Professional Qualifications:	

9. Working Experience:

Post	Period

10. Experience in Procurement field if any: (Describe Briefly)

I certify that the particulars given above are true and correct.

.....
Date

.....
Signature of the Applicant

Director,
MDTU - NPC

I am nominating Mr./Mrs./Miss. to follow in the Certificate Course in Procurement Procedure and Contract Administration. The nominee's application is duly completed. He/She will be released to follow the Course if selected.

.....
Signature
(Head of the Organization)

.....
Date

Name and Designation:
(Official Seal)

Note:

* Please address all inquiries to Director, Management Development Training Unit, NPC

Important: The application should reach the MDTU – NPC, 68, Crosset Lane, Chundukuli, Jaffna.

Lectures will be conducted in every Fridays from 06th April 2018 at Training Hall, Nallur Pradeshiya Sabha, Adiyapatham Road, Thirunelveli.