



## Management Development Training Unit Northern Province

### APPLICATION FOR THE CERTIFICATE COURSE IN PROCUREMENT PROCEDURE AND CONTRACT ADMINISTRATION (CIPPCA) 2020/2021

*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)

Committee	Chairman (Years)	Member (Years)
PC		
TEC		

Any other relevant experience :

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 – NP, Kanagapuram Road, Kilinochchi on or before 23<sup>rd</sup> October 2020

Lectures will be conducted in every Fridays OR Thursdays (08.30am - 04.30pm) at MDTU Training Hall, Kanagapuram Road, Kilinochchi.