

ỦY BAN NHÂN DÂN
THÀNH PHỐ HỒ CHÍ MINH
SỞ NỘI VỤ

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM
Độc lập - Tự do - Hạnh phúc

Số: 725 /SNV-CCVC

Thành phố Hồ Chí Minh, ngày 03 tháng 3 năm 2020

V/v Tham gia các Lớp đào tạo quốc
tế hàng năm (AITC) do Cơ quan
Hợp tác Quốc tế Thái Lan tổ chức

Kính gửi:

- Sở - ngành;
- Ủy ban nhân dân quận - huyện.

Nhận được Công văn số 15/PC-SNV-VHTT ngày 25 tháng 02 năm 2020 của Sở Ngoại vụ về việc tham gia các Lớp đào tạo quốc tế hàng năm (AITC) do Cơ quan Hợp tác Quốc tế Thái Lan tổ chức,

Sở Nội vụ đề nghị Sở - ngành, Ủy ban nhân dân quận - huyện thông báo các lớp đào tạo nêu trên đến cán bộ, công chức, viên chức; tham khảo nội dung chương trình, điều kiện, tiêu chuẩn và các yêu cầu khác để đăng ký dự tuyển theo quy định nếu có nhu cầu.

Trên đây là ý kiến của Sở Nội vụ, chuyển các cơ quan, đơn vị để biết (Đính kèm Công văn số 15/PC-SNV-VHTT của Sở Ngoại vụ).

Nơi nhận:

- Như trên;
- UBND/TP (để báo cáo);
- Sở Ngoại vụ (để biết);
- Giám đốc Sở (để báo cáo);
- Lưu: VT, P.CCVC, T.*lm*

**KT. GIÁM ĐỐC
PHÓ GIÁM ĐỐC**



Lâm Hùng Tấn

**BỘ NGOẠI GIAO
SỞ NGOẠI VỤ
THÀNH PHỐ HỒ CHÍ MINH**

Số: 15 /PC-SNV-VHTT

**CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM
Độc lập – Tự do – Hạnh phúc**

Thành phố Hồ Chí Minh, ngày 25 tháng 02 năm 2020

V/v: Tham gia các Lớp đào tạo quốc tế hàng năm (AITC) do Cơ quan Hợp tác Quốc tế Thái Lan tổ chức.

SỞ NỘI VỤ TP. HỒ CHÍ MINH	
Số: 3533	ĐẾN
Ngày: 26/02/20	
CWC	
Chuyển: <u>Sở Ngoại vụ</u> Thành phố Hồ Chí Minh	

Kính gửi: Sở Nội vụ

Trân trọng chuyển đến Quý Cơ quan Công hàm số 57301/054 ngày 14/02/2020 của Tổng Lãnh sự quán Thái Lan tại Thành phố Hồ Chí Minh về việc mời các ứng viên của Thành phố tham gia các **Lớp đào tạo quốc tế hàng năm (AITC)** do Cơ quan Hợp tác Quốc tế Thái Lan (TICA) tổ chức trong khoảng thời gian từ tháng 8/2020 đến tháng 11/2020 (thông tin về khóa đào tạo đính kèm).

AITC là một chương trình đào tạo do TICA tổ chức, nhằm chia sẻ kinh nghiệm thực tiễn về các chủ đề an ninh lương thực, biến đổi khí hậu, sức khỏe cộng đồng và các mục tiêu phát triển bền vững. Trong giai đoạn năm 2017-2019, TICA đã tổ chức được trên 90 khóa đào tạo ngắn hạn với hàng nghìn học viên đến từ các nước phát triển trên thế giới. Để tham gia chương trình đào tạo AITC 2020, các ứng viên có thể tìm hiểu thêm thông tin tại địa chỉ website: <http://tica.thaigov.net>.

Về việc này, Sở Ngoại vụ xin đề nghị Quý Cơ quan thông báo đến các đơn vị hoặc các ứng viên của Thành phố đủ điều kiện đăng ký tham gia khóa đào tạo trên.

Trân trọng./

Nơi nhận:

- Như trên;
- Lưu: VHTT, H_02.

**KT. GIÁM ĐỐC
PHÓ GIÁM ĐỐC**



NGUYỄN TUẤN

No. 57301/654



Royal Thai Consulate-General
HO CHI MINH CITY

The Royal Thai Consulate-General in Ho Chi Minh City presents its compliments to the Department of External Relations in Ho Chi Minh City and has the honour to inform the latter that Thailand International Cooperation Agency (TICA) under the Ministry of Foreign Affairs of Thailand in collaboration with related agencies will organize 14 training courses in 2020 under the Annual International Training Courses (AITC) Program during August - November 2020 in Thailand. TICA will bear the expense for successful candidates from the eligible countries including Vietnam which covers return economy class airfare, accommodation, training allowance, insurance, social programme and airport transfer. The list of 2020 AITC courses, application form and guidelines for the scholarship can be found at <http://tica.thaigov.net/main/en/information/112009-AITC-2020-Calender.html>.

In this regard, the Royal Thai Consulate-General would be appreciative if the Department could kindly disseminate the information on the aforementioned training courses to the interested agencies and inform the nomination to the Royal Thai Embassy in Hanoi (email: na.srichainak@mfa.mail.go.th) and cc the Consulate-General (yu.bunnag@mfa.mail.go.th) at the earliest opportunity before the nomination deadline of each course so that the selection process by TICA could be duly made.

The Royal Thai Consulate-General in Ho Chi Minh City avails itself of this opportunity to renew to the Department of External Relations in Ho Chi Minh City the assurances of its highest consideration.

Royal Thai Consulate-General

Ho Chi Minh City

February B.E. 2563 (2020)

A handwritten signature in black ink, appearing to be 'Amit'.

Department of External Relations
HO CHI MINH CITY.



Thailand International Cooperation Agency
Ministry of Foreign Affairs of Thailand

GUIDELINES

for Thailand's Annual International Training Courses (AITC) Programme

1. About AITC

Realizing a significance role of Human Resources Development in economic and social development, the Royal Thai Government attaches great importance towards forging cooperation through South-South Cooperation, particularly through organizing short-term training programmes. The Annual International Training Courses (AITC) is one of flagship programmes conducted by Thailand International Cooperation Agency (TICA). Aiming at sharing Thailand's best practices and experiences to the world, the AITC programme offers short-term training courses under a wide range of development-related topics.

AITC course is categorized under four plus one themes. The highlighted themes is Sufficiency Economy Philosophy (SEP), the key factor behind Thailand's achievement of sustainable development in many areas. The other themes are areas in which Thailand's best practices can help address global challenges. They include Food Security, Climate Change, Public Health and other Sustainable Development Goals (or SDGs) related topics. To keep up with the dynamism of sustainable development agendas, the AITC courses are updated regularly with the main themes revised every three years. During 2017 – 2019, TICA is pleased to offer more than 90 short-term training courses with the expected number of participants of nearly a thousand from developing countries around the world.

2. Qualifications

2.1 Candidates must be nominated by central government agencies in a country from the AITC eligible countries/territories list. (See "List of Eligible Countries/Territories")

2.2 Candidates should be an officer or agent (preferably from government agencies) currently working in the area related to the training topic.

2.3 Candidates must have a degree and/or professional experience suitable to the training topic.

2.4 Candidates must have a good command of English.

2.5 It is recommended that candidates be less than 55 years of age.

2.6 Candidates must be in good health.

2.7 Nomination of female candidates is encouraged.

2.8 TICA reserves the rights to revoke fellowship offered to participants who are pregnant during the period of training.

3. Procedures for submission of nominations

3.1 Nomination must be made by central government agencies in charge of nomination of national candidates (such as Ministry of Foreign Affairs) or by relevant central government agencies for which the nominated candidates currently work. Nomination must be in line with relevant rules and regulations of the nominating countries/territories.

Each eligible countries/territories are invited to nominate up to two (2) candidates per course.

3.2 The nomination must be supported by the following two documents;

- Application form
- Medical Report

Two (2) copies of originals of all forms duly filled out, counter-signed and stamped by the authorized person must be submitted.

3.3 The nomination must be submitted to TICA through the Royal Thai Embassy/ Permanent Mission of Thailand to the United Nations/ Royal Thai Consulate-General accredited to eligible countries/territories. (See "List of Eligible Countries/Territories")

3.4 Originals of nomination documents, duly filled out, must be received no later than a specified deadline of each course.

3.5 Application form must be filled in typed-block letter. Soft file of the Application Form and Medical Report Form can be found at

<http://www.tica.thaigov.net/main/contents/files/information-20161217-152430-795372.pdf>

4. Selection of candidates

4.1 In considering applications, particular attention shall be paid to the candidates' background, their current position in the service of their Government, and practical use they expect to make of the knowledge and experience gained from training on the return to their Government positions.

4.2 Selection of participants is also based on geographical distribution and gender balance, unless priority is set for particular country/ group of countries.

4.3 TICA will inform all successful applicants through the Royal Thai Embassy/ Permanent Mission of Thailand to the United Nations/ Royal Thai Consulate-General accredited to eligible countries/territories. Moreover, name list of successful applicants will be posted on TICA's website approximately two weeks before the commencement of the course.

4.4 No written notification will be sent to unsuccessful applicants.

5. Duration of the courses

All AITC courses are carried out on a full-time basis. The exact dates for each course are as specified.

6. Attendance and Activities of the Programme.

6.1 Participants are required to attend all activities organized during the course as attendance in all sessions is obligatory. TICA reserves the rights to revoke its fellowship offer or take appropriate action deemed appropriate in case a participant is in attendance of less than 90 percent of the training hours.

6.2 Each AITC course is designed according to its respective purpose. Most courses comprise three segments: lecture, field visit and workshop.

6.3 Participants are required to prepare their country report on topic relevant to the training course prior to the beginning of the course and prepare for their presentation during the course.

7. Travel and financial arrangements

7.1 Successful candidates will be offered an award which covers:

- Return economy class airfare
- Accommodation for the duration of training in Thailand
- Training allowance
- Social programme

- Visa arrangement – Participants will be responsible for obtaining appropriate visa prior to their travel to Thailand, if required. List of countries entitled for visa exemption and visa on arrival to Thailand can be found at <http://www.consular.go.th/main/th/customize/62281-Summary-of-Countries-and-Territories-entitled-for.html>. TICA will provide facilitation to participants who require visa application i.e. liaising with the Royal Thai Embassy/ Consulate and advising on appropriate procedure and necessary documents for visa application.

Participants must cover all costs arising from visa application i.e. visa fee, travel cost to the Royal Thai Embassy/ Consulate, postal fee (in case visa application is made by post,) transit visa fee (in case participants needs to apply for visa to Thailand at a transit country). The visa fee can be reimbursed upon presenting an original receipt of the fee but not exceed 2,000 THB.

Participants must not bring their family members with them during their training period. Participation in the training cannot be used as reference for visa application to Thailand of his/her family member.

- Airport meeting service – Transfer to and from airport will be provided to participants. TICA will coordinate directly with the limousine service to prepare for the airport transfer.

8. Contact

For more information, please contact;

Bureau of International Cooperation on Human Resource Development

Thailand International Cooperation Agency (TICA)

Government Complex, Building B (South Zone), 8th Floor,

Chaengwattana Rd. Laksi District,

Bangkok 10210

THAILAND

Website : www.tica.thaigov.net

Email : aitc@mfa.go.th

- Insurance
- Airport meeting service

7.2 Regulations on travel and financial arrangements

- International travel - Return economy class air ticket will be provided via the most direct and most economical route from the international airport at participant's respective country/territory to the location where the course will take place. The award does not cover domestic travel cost in participant's respective country.

Transit destination will be arranged according to a need for visa application to Thailand and/or on the most direct and most economical route basis.

All booking and change to the booking, including a setting of date of arrival and departure, must be done by TICA only. Ticket will be issued in electronic form (e-ticket) only.

Baggage allowance quota is in line with the airlines' policy. Any purchase for extra baggage allowance is not covered by the award.

- Training allowance - Participants are entitled to receive a daily allowance in the course of the programme at the rates established by the Royal Thai Government which is designed to cover the cost of all meals. Therefore, the daily allowance will be reduced if meals are provided by the organizers. The allowance is not a salary or an honorarium. The allowance is not intended to cover the fellow's continuing expenses at home, nor personal expense. Therefore, it is suggested that each participant should bring some pocket money to cover their personal expenses. Allowance and all reimbursement will be made in Thailand and in Thai Baht (THB) only.

- Insurance - Group Accident and Hospitalization Insurance during the period of training in Thailand will be provided. The insurance does not cover pre-existing illnesses and outpatient medical/dental treatment. Participants are advised to obtain their own travel insurance which is fully covered for any costs arising from loss or theft of personal belongings.

- Accommodation - Accommodation will be provided to all participants during their training in Thailand at designated hotel/accommodation. Any cost arising from accommodation arranged by participants themselves cannot be reimbursed in all case. Accommodation does not cover any cost arising from participant's personal consumption i.e. mini bar, international/local call or internet (unless provided as compliment by the hotel.)