



Mahaweli Authority of Sri Lanka
500, T.B. Jayah Mawatha, Colobo 10
TEL : (011) 2675315, FAX : (011) 2691163



TO SELECTED APPLICANTS ONLY

SECOND ANNOUNCEMENT

On

4th NARBO Training

in Sri Lanka

Water for all – Lessons learnt and meeting future challenges

Joint activity with RBO exchange visit and an advisory visit to RBO

Date of training	<i>Exp: 6th – 10th November, 2006 (5th-11th Nov. including days for transportation)</i>
Place of training	<i>MASL's distraction area, Sri Lanka</i>
Recipient Organization	<i>Mahaweli Authority of Sri Lanka http://www.mahaweli.gov.lk/index_web_mahaweli.html</i>
Registration fee	US\$ 200

You are selected as a participant on 4th NARBO Training in Sri Lanka, and kindly read this announcement carefully and complete all processes certainly.

1. Training Program & Venue

The drafted program as of October 3, 2006 is attached. (Reference: Attachment 1).

The hotel information are as follows:

November 5th, 6th, 8th, 9th and 10th, 2006: Browns Beach Hotel Negambo

Address: 175, Lewi Pace, Negambo

TEL/FAX: +94-312222031/ +94-314870572

November 7th, 2006 : TREE Center

Address: Wildlife Trust TREE Centre, Randenigala

TEL/FAX: +94-552245777

The airport of entry is Bandaranaike International Airport (Colombo); and airport pick-up will be arranged for participants by Recipient Organization (Mahaweli Authority of Sri Lanka).



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2. Theme of Report and Power Point File

Following the short report submitted for the registration, you are requested to prepare the full paper and power point for your presentation.

- 1) One report by one participant: One participant is sought to write one report. The joint name from same organization is not accepted.
- 2) The country/organizational paper is requested to submit to liaisons no later than above deadline by Microsoft word or PDF format.
- 3) In this time, you are expected to select one or two topics in accordance with your short report and describe the detail about “issues of your organization and country and its challenge” especially.
- 4) The paper should be concluded in 4-8 pages with covering above.
- 5) The recipient organization will bind all submitted papers before the training, therefore, the paper should be submitted No later than due date. The simple and concrete description with photo, table and figure is the most important for sharing information.
- 6) A recipient organization and the leading agencies may contact participants for clarification of unclear or ambiguous expressions in paper. Participants are sought to respond to this request.
- 7) The soft copy/data files of report in MS-Word format and presentation file are expected to submit during the training in the form of removal disk drives such as a CD, floppy disk or flush memory if it is impossible to send the file in the MS-Word format before training.
- 8) The paper and PPT submitted will be posted on the database of NARBO website.
- 9) During the training, 15-20 min. will be given for each presentation.

Due date: October 23, 2006

If the paper and presentation were not prepared, NARBO may extend to refund the cost of air fare to persons supported by NARBO.

3. Arrangement of VISA and Air Ticket

- 1) For your entrée into Sri Lanka, you are requested to confirm the travel agent or the Embassy of Sri Lanka in your county, and please check how to apply the VISA from your country.
- 2) For your convenience, one invitation letter is sent together with this announcement.
- 3) Kindly, you are requested to arrange the round air ticket between Sri Lanka (Colombo, Bandaranaike international airport) and the nearest international airport from your office. In this regard, the ticket should be
 - Economy class
 - The most appropriate flight in terms of the cost and routeAfter you book, kindly you are requested immediately to inform “liaisons” of your flight



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information such as airfare and flight schedule by the e-mail or fax in order for NARBO secretariat to prepare the budget.

In order to refund the air fare, kindly you are requested to bring your stub (used boarding ticket) and air ticket to secretariats of NARBO at the venue.

4. Incidental cost, per diem and accommodation

In accordance with guidelines announced in the NARBO second general meeting, NARBO Secretariats bears the cost below;

- 1) Incidental cost: \$40
- 2) Per diem : \$15
- 3) Accommodation fee
- 4) Internal transportation fee for site visit etc.

4. Liaison:

Recipient organization: Mahaweli Authority of Sri Lanka

Contact person : Mr. Sudharma Elakanda, Project Director

E-mail: narbo@mahaweli.gov.lk

Fax Nos. +94-11-2691163

and

NARBO secretariat (JWA)

Mr. Masahiro SUGIURA, Senior Engineer, International Affair Division, JWA

E-mail: narbo@water.jp (e-mail of NARBO secretariat) Fax: +81-48-600-6509