

APPLICATION FORM (If writing by hand, please use block letters.)

The _____ country _____
(name of nominating organisation/institution/company)

nominates _____
(name of applicant)

to the programme Strategic Environmental Assessment (285C) in Sweden 6 – 24 November, 2017, and in one of the participating countries 2 weeks in May, 2018.

Reasons for nomination (obligatory) _____

Date _____

Signature of nominating organisation/institution/company _____

(When necessary/applicable)
The nomination is approved by (name of authorising authority) _____ in accordance with local rules.

Date _____ Signature of authorising authority _____

A soft copy of the application should be submitted by e-mail to the programme organiser at itp@niras.se no later than **31 July, 2017**.

A hard copy of the application should be submitted to the appropriate Swedish embassy/consulate no later than **31 July, 2017**.

The embassy/consulate will forward the hard copy to the organiser. If there is no Swedish embassy/consulate in the applicant's country, the hard copy should be submitted directly to the organiser at the postal address below.

PHOTO

(Please attach with staple,
do not glue.)

ITP Administration
NIRAS
PO Box 70375
SE-107 24 Stockholm, SWEDEN
Phone: +46 (0)8 545 533 00
Fax: +46 (0)8 545 533 33
e-mail: itp@niras.se
www.niras.com

PERSONAL DETAILS

Given name/first name (underline name by which formally addressed):	Middle name (if any):	Family name/surname:
Home address:	Tel. mobile:	
	Tel. office:	
	Tel. home:	
	E-mail, primary:	
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	E-mail, secondary:	
Nationality:	Date of birth (yymmdd):	
<i>Please provide contact information below for a person to be notified in case of emergency.</i>		
Name:	Tel. mobile:	
Relation to applicant:	E-mail:	

EDUCATION

Name of institution and place of study	Major fields of study	Years of study from – to	Degrees

List membership of professional societies or other activities in civil, public or international affairs:

Previous residence in foreign country in relation to applicant's professional or study interest:

Have you participated in any training programme in Sweden before?
 yes no Name of programme, year:

EMPLOYMENT RECORD: present position

Name of organisation (including department/unit):		Description of your work, including your personal responsibilities:	
Address of organisation:			
Type of organisation: <input type="checkbox"/> Governmental agency <input type="checkbox"/> Private company <input type="checkbox"/> NGO/CSO <input type="checkbox"/> Other, please specify: _____			
Title of your position:	Years of service:		
Supervisor's name:			
Supervisor's tel:	Supervisor's e-mail:	Number of employees in your organisation:	Number of employees supervised directly by you:

EMPLOYMENT RECORD: previous position

Name of organisation (including department/unit):		Description of your work, including your personal responsibilities:	
Address of organisation:			
Type of organisation: <input type="checkbox"/> Governmental agency <input type="checkbox"/> Private company <input type="checkbox"/> NGO/CSO <input type="checkbox"/> Other, please specify: _____			
Title of your position:	Years of service:		
Supervisor's name:			
Supervisor's tel:	Supervisor's e-mail:	Number of employees in your organisation:	Number of employees supervised directly by you:

Please state briefly the reason for applying to this program, your main field of interest within the program and how you and your organization hope to benefit from the program. (Continue on supplementary page if necessary but no more than one page).

Please specify SEA processes that your organisation is involved in and your own role and responsibilities with regard to these. (Continue on supplementary page if necessary, but no more than one page).

From where did you get information about this training programme?

Swedish Embassy

Former participant If so, whom? _____

Website If so, which website? _____

Other If so, where? _____

LANGUAGE REQUIREMENT

Please check any and all of the following conditions that are applicable:

- English is my native language.
- English is my working language (please enclose statement from management).
- I carried out higher academic education (min 6 months) where English was the medium of instruction (please enclose copy of certificate).

ENGLISH LANGUAGE CERTIFICATE

Not required if any of the conditions above is met.

Name of candidate _____	
ABILITY TO UNDERSTAND <input type="checkbox"/> Understands without difficulty when addressed at normal rate. <input type="checkbox"/> Understands almost everything, if addressed slowly and carefully. <input type="checkbox"/> Requires frequent repetition and/or translation of words and phrases.	ABILITY TO SPEAK <input type="checkbox"/> Speaks fluently and accurately and is easily intelligible. <input type="checkbox"/> Speaks intelligibly, but is not fluent or altogether accurate. <input type="checkbox"/> Speaks haltingly, and is often at a loss for words and phrases.
ABILITY TO WRITE <input type="checkbox"/> Writes with ease and accuracy. <input type="checkbox"/> Writes slowly and with only a moderate degree of accuracy. <input type="checkbox"/> Writes with difficulty and makes frequent mistakes.	READING ABILITY AND COMPREHENSION <input type="checkbox"/> Reads fluently, with full comprehension. <input type="checkbox"/> Reads slowly, but understands almost everything. <input type="checkbox"/> Reads with difficulty, and only with frequent recourse to a dictionary.
Language test administered by: _____ Title: _____ Address and Telephone: _____ Date and signature: _____	

MEDICAL STATEMENT

<input type="checkbox"/> I do not have any infectious diseases (for example tuberculosis or trachoma) or any other illnesses which could present risks to persons that I will come in contact with.
<input type="checkbox"/> I do not have any medical conditions which prevent me from carrying out training away from home.
<input type="checkbox"/> I am in good health and enjoying full working capacity.
Comment: _____ _____ _____ _____

Information to all applicants according to the Swedish Personal Data Act:

Upon confirmation that your application has been accepted, the personal information that you have given in this application will be used by the programme organiser in administering the programme. Your personal data will also be available to Sida for internal use. The data will not be used for other purposes.

APPLICANT'S SIGNATURE

I certify that my statement in answer to the questions above is true, complete and correct to the best of my knowledge and belief.
If selected as a participant I undertake to spend the time during the period of the programme as directed by the programme management.

Date _____

Applicant's signature _____