

November 5, 2009

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Mjo/bi/ab

Dear Sir / Madam

**KLRTC Training Course XVIII:
 SUSTAINABLE URBAN TRANSPORTATION IN THE ASIA PACIFIC REGION
 December 14 – 17, 2009, Kuala Lumpur, Malaysia**

We are pleased to invite your city/organisation to participate in the KLRTC Training Course XVIII on "Sustainable Urban Transportation in the Asia Pacific Region" to be held from **December 14 – 17, 2009**, in Kuala Lumpur, Malaysia.

The Training is organised under the auspices of the Kuala Lumpur Regional Training Centre, in short KLRTC, or CIFAL (in French: Centre International de Formation des Autorités/Acteurs Locaux, or International Training Centre for Local Authorities) Kuala Lumpur. KLRTC was launched in 2003 as a joint initiative between UNITAR, CITYNET, Kuala Lumpur City Hall, Veolia Environnement, and UNDP. KLRTC aims to strengthen the capacity of local governments to deal with sustainable development.

Your city/organisation is highly encouraged to participate in this programme. The Brochure and Tentative Programme, Registration Form, and Guidelines for Preparing Case Study Paper of KLRTC XVIII are attached for your reference.

Target Participants: This is a Course for city managers, engineers, transportation planners, and those who are directly involved in sustainable urban transportation in their cities/organisations.

How to Apply: To be considered for participation, please complete and submit the following documents by e-mail (info@citynet-ap.org) or fax (81-45-2232162) to CITYNET Secretariat by no later than **November 18 (for airfare estimate) and November 25 (other documents), 2009:**

- Registration Form
- CV
- Case study paper (Prepared in accordance with the attached guidelines).
- Estimated roundtrip airfare to Kuala Lumpur (**by November 18**)

Fellowship: The organisers encourage participants to attend on a self-financed basis. Small grants are available for representatives of cities from least developed countries to participate in this course. Only those who timely submit the four requirements listed above will be considered for sponsorship. Unlike previous KLRTC training courses, however, the organisers can only offer partial sponsorships due to budgetary constraints.

Baguio
 Balikpapan
 Banda Aceh
 Bangkok
 Bharatpur
 Biratnagar
 Birganj
 Busan
 Butwal
 Calbayog
 Changwon
 Chittagong
 Colombo
 Danang
 Dehiwala-Mt. Lavinia
 Dhaka
 Esfahan
 Galle
 Gorontalo
 Guntur
 Hanoi
 Ho Chi Minh
 Hue
 Iloilo
 Incheon
 Islamabad
 Kandy
 Kaohsiung
 Kathmandu
 Khulna
 Kuala Lumpur
 Lalitpur
 Landhi
 Makati
 Marikina
 Moratuwa
 Mumbai
 Muntinlupa
 Nanchang
 Nanjing
 Negombo
 Palembang
 Penang
 Phnom Penh
 Pokhara
 Rajshahi
 San Fernando
 San Jose
 Sidoarjo
 Seoul
 Shanghai
 Siddharthnagar
 Sri Jayawardenapura Kotte
 Suginami
 Sukabumi
 Surabaya
 Suva
 Suwon
 Sylhet
 Taichung
 Taipei
 Tansen
 Tomohon
 Visakhapatnam
 Wuhan
 Yangon
 Yokohama
 Ancona
 Lyon
 ACHR
 ACVN
 AILSG
 AIM
 ASAG
 BCAS
 CAPS
 CDA
 CISRS
 CUS
 DSK
 Freedom to Build
 HFHJ
 HELP-O
 HUDCO
 KhDA
 MaRRG
 MAUC
 Metro Manila Linis-Ganda
 MIDFI
 MSSS
 MuAN
 NWSDB
 NMLT
 OPP-RTI
 PASCAL
 PCL
 PDAM
 Tirtanadi
 PIEDAR
 RAJUK
 SDS
 SEVANATHA
 SLILG
 SPARC
 TEI
 UDA
 URDI
 Veolia Environnement
 YOKE
 YUVA

Fellowship will be based on the following criteria:

- Timely submission of the *completed* application
- Qualifications of participant (relevance of position to topic)
- Quality of Case Study Paper
- Previous attendance (priority given to new cities)
- Timely submission of Post-Training Reports of previous participants from your city/organization
- Cluster membership of CITYNET and priority area of training
- Submission of post-training reports from participants of the same city/organization
- Any other requests from Funding Partners

More information on KLRTC, including online resources, is available at the CITYNET website <http://www.citynet-ap.org/>

If you require any further information, please contact Dr. Bernadia Irawati Tjandradewi, Programme Director, CITYNET at info@citynet-ap.org; Tel: +81-45-223-2161; Fax: +81-45-223-2162.

Thank you very much and we look forward to receiving your application.

Yours sincerely,



Mary Jane Ortega
Secretary-General
CITYNET

Documents attached:

Annex 1 – Brochure of KLRTC XVIII and Programme

Annex 2 – Registration Form

Annex 3 – Guide Questions for Preparing Case Study Paper