

## Re: Requesting Approval for Vocational Training Files 3.1.4

Hemantha Berendina <hemantha@berendina.org>

Thu 9/19/2019 10:44 AM

To: S Kukan <kukan@bec.berendina.org>; Hemantha Harischandra <jagath.bec@gmail.com>

Cc: M Suhail <suhail@bec.berendina.org>; Gini BEC <gini@bec.berendina.org>; financeex.bec@gmail.com <financeex.bec@gmail.com>

Dear Kukan

Provision of scholarships for 14 students is approved .

**Hemantha Harischandra**

General Manager - BEC

---

T: +94 11 4367641 Ext :234

M: +94 71 4222218 | +94 77 3698918

hemantha@berendina.org - [www.berendina.org](http://www.berendina.org)

No: 44/3, 3rd floor, Narahenpita Road, Nawala, Sri Lanka

---

---

**From:** S Kukan <kukan@bec.berendina.org>

**Sent:** Friday, August 23, 2019 9:27 AM

**To:** Hemantha Berendina <hemantha@berendina.org>; Hemantha Harischandra <jagath.bec@gmail.com>

**Cc:** M Suhail <suhail@bec.berendina.org>; Gini BEC <gini@bec.berendina.org>; financeex.bec@gmail.com <financeex.bec@gmail.com>

**Subject:** Fw: Requesting Approval for Vocational Training Files 3.1.4

Dear Mr.Hemantha

I hereby recommend you to approve for the provision request of 14 participants with the total BEC contribution LKR 188,900

**S Kukan**

Operations Manager- BEC

---

T: 011-4367632/41 - Ext-239

M: +94-777325108

kukan@bec.berendina.org - [www.Berendina.org](http://www.Berendina.org)

# 44/3 ,4th Floor ,Narahenpita Road,Nawala, Sri Lanka



---

*Please consider the environment before print !!*

---

**From:** M Suhail <suhail@bec.berendina.org>  
**Sent:** Thursday, August 22, 2019 2:12 PM  
**To:** S Kukan <kukan@bec.berendina.org>  
**Cc:** Hemantha Berendina <hemantha@berendina.org>; Tharindu Nadeeshan <financeex.bec@gmail.com>; Tharindu BEC <tharindu@bec.berendina.org>  
**Subject:** Requesting Approval for Vocational Training Files 3.1.4

Dear OM,

Herewith sending Vocational Training Files ( 3.1.4 ) for your Approval with Course Module.  
Please find the attached Details for your Reference.

Details of the Program,

| VTA   Full Time   5 Classes per week   20 to 23 Classes per Month   6 Months   Transportation |               |                |
|---|---------------|----------------|
| Name of the Program ( Course )  | # of Students | Total Amount   |
| Tailoring NVQ L 4   | 14            | 188,900        |
| <b>Total Summary</b>  | <b>14</b>     | <b>188,900</b> |

These students are coming from plantation sector, also the Courses are full time programs ( 6 Months ). Students they have 5 classes per week so Monthly they have 20 to 23 Classes. Because of this situation planned to provide transport Allowance for this students to follow the Courses at VTA Newvalley Centre.

Considering the distance of students residential place to VTA centre, we Calculated the accurate amount of transportation for each & every students ( for 6 Months ) with the support of VTA Officers, to assist through BEC. Also we get letters from VTA & each students including these information's. Same time can obtain the Conformation letter from the VTA before releasing each payments. Please find the Excel Sheet for more details.

Total Amount to be Approved is **LKR 188,900.00** for **14** Students ( **Installment Basis Individual Payments** ) Please be kind enough to forward for the approval with your recommendation.Thank you

Regards,

A R M Suhail

**District Manager - BEC**

---

Berendina Employment Centre (Gte) Ltd.  
Tel : 051 492 4743 | 077 818 6999  
Email : [Suhail@bec.berendina.org](mailto:Suhail@bec.berendina.org)  
Web : [www.jobsberendina.com](http://www.jobsberendina.com)  
No. 91/1, Hatton Road, Ginigathhena, Sri Lanka

.....