

### Malaysian Technical Cooperation Programme (MTCP)

The Malaysian Technical Cooperation Programme (MTCP) was established in 1980 aiming at providing technical assistance to participating developing countries. The Programme consolidates various forms of technical cooperation in areas where Malaysia has the experience and the expertise.

Annually more than 100 MTCP Programmes are offered by 79 MTCP Training Institutions, many of which are centres of excellence for training. Since its launching, more than 29,000 participants from 141 countries have benefited from the various programmes offered under the MTCP.

#### Objectives of MTCP:

- To share development experience with other countries;
- To strengthen bilateral relations between Malaysia and other developing countries;
- To promote South-South Cooperation (SSC);
- To promote technical cooperation among developing countries (TCDC).

#### Type of Assistance:

- Short-term specialized courses
- Long-term courses (Scholarships)
- Study visits and attachments
- Services of experts
- Socio-economic development projects
- Supply of equipment and materials

For more information on MTCP, please visit:  
<http://mtcp.kln.gov.my/>

For more information on application guidelines, please visit:  
<http://mtcp.kln.gov.my/application/condition-of-awards>

### Malaysia Anti-Corruption Academy (MACA)

MACA, the first of its kind in the Asia-Pacific region acts as a principal anti-corruption training center was established in 1 December 2005. It is also as a regional hub for anti-corruption capacity and capability building to fight corruption by promoting best practices in investigation, prevention and venturing in new areas such as forensic accounting and forensic engineering.

Many international institutions and organizations have agreed to cooperate with Malaysia in developing anti-corruption programmes including conducting the courses, trainings, seminars and workshops annually that would cater for the Asia Pacific region. This is made possible through the bilateral and multilateral networking with other enforcement agencies in the region such as the ICAC Hong Kong, FBI, BMR Brunei Darussalam, KICAC (Republic of Korea), CPIB Singapore, NACC Thailand and many others.

The establishment of this academy reflects the seriousness and commitment of the Malaysian government to combat corruption and also as part of its contribution to the international community in the global fight against corruption.

For more information on MACA, please visit:  
<http://maca.sprm.gov.my>

#### FURTHER ENQUIRIES

For further enquiries, applicants may approach their Malaysian Mission in respective Country, or write/e-mail to the following address:

#### MALAYSIA ANTI-CORRUPTION ACADEMY

Persiaran Tunku Syed Sirajuddin

Off Jalan Tunku Abdul Halim

50480 Kuala Lumpur, MALAYSIA

Website: <http://maca.sprm.gov.my>

E-mail: [isc@sprm.gov.my](mailto:isc@sprm.gov.my)

General Line: +603-62092800 Fax: +603-6201 8342

International Studies Centre: +603-62092853

#### Training Coordinator:

Mr. Abdul Razak bin Hamzah

E-mail: [abdrazak@sprm.gov.my](mailto:abdrazak@sprm.gov.my)

Ms. Arlina binti Ali

E-mail: [arlina@sprm.gov.my](mailto:arlina@sprm.gov.my)



## MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

2015 TRAINING COURSE ON

# EXECUTIVE CERTIFICATE FOR STRATEGIC MANAGEMENT OF ANTI-CORRUPTION PROGRAM

10 - 21 AUGUST 2015

Organized by



Malaysia Anti-Corruption Academy (MACA)

## EXECUTIVE CERTIFICATE FOR STRATEGIC MANAGEMENT OF ANTI-CORRUPTION PROGRAM

### Course Overview and Objectives

To enhance the professional competencies of the participants in managing the fight against corruption. Specifically, the course aims to enable the participants to:

- Understand the causes and effects of corruption and its negative consequences on the well being of the nation and citizenry;
- Strengthen technical know-how and skills in corruption prevention, detection, investigation, prosecution and community education; and
- Develop an effective anti-corruption strategy, drawing lessons from best (and worst) practices in the region.

### Course Content

- Perspectives and concepts on corruption;
- Comparative studies of anti-corruption structures, strategies and programs of Malaysia Development Members Countries and selected democracies;
- Legal Framework for fighting corruption;
- Detection, investigation and prosecution of corrupt practices;
- Prevention of corruption; and
- Public education, community relation and partnership building.

### Methodology

- Lecture
- Panel Discussion
- Case Study
- Group Work/Assignment
- Group Presentation

### Target Participant

The target participants to the course are middle level management government officials engaged in anti-corruption work such as:

- Anti-Corruption Authorities
- Audit Commission
- Civil Service Commission
- Revenue Collection Agencies
- Enforcement Agencies

Participants must meet the following criteria:

- Proficiency in English language;
- Computer literate;
- Preferably university degree holder or equivalent;
- Participants should be able to attend all the sessions of the course. Successful completion of the course will also require participants to actively participate in the discussions, workshops, case studies, and group work;
- Age between 26-50 years; and
- Have not participated in any training programme under MTCP [if applicable].

**APPLICATION DEADLINE: 10 JUNE 2015**

The application form can be download from the MTCP website:

[http://mtcp.kin.gov.my/download/cat\\_view/6-3-application-forms](http://mtcp.kin.gov.my/download/cat_view/6-3-application-forms)

All application must be endorsed by the participating countries' Ministry of Foreign Affairs/Focal Point with a Note Verbal and all completed forms must be forwarded to the relevant Malaysian Embassy or Missions.

### Fellowship / Scholarship

The term and conditions of scholarship / fellowship awards under MTCP include :

- **Fares** : A return air ticket from the capital city of the recipient country to Kuala Lumpur on economy class is provided (except some countries which require to borne their own airfare; please refer to the MTCP website for further details).
  - **Accommodation** : Full board and accommodation will be provided for the duration of the training.
  - **Course Fees** : All courses fees will be borne by the Malaysian Government under the MTCP.
  - **Medical & Dental Treatment** : Candidates should be certified medically fit to participate under this programme.
  - **Visa & Vaccination** : Whenever applicable, participants are advised to arrange for **their own visa and vaccination** prior to their travel.
  - **General Condition Awards** : Participants shall conduct themselves at all time in a manner compatible with their responsibilities as MTCP scholarship holders and abide by the rules and regulation on Training Institution.
- The award may be terminated at any time due to unsatisfactory progress.
- \*\*Participants are not allowed to bring along their spouse for the duration of the course.**



Please affix  
passport  
photograph

## APPLICATION FORM

### SHORT TERM COURSE IN MALAYSIA UNDER THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME ( MTCP )

Please type or write clearly in capital letters. Do not leave  
any space blank. Use "NIL" or "N/A" where applicable

### FOR OFFICIAL USE ONLY

Reference no : \_\_\_\_\_  
Received : \_\_\_\_\_  
Checked : \_\_\_\_\_

<b>TITLE OF COURSE:</b>	Date of commencement:
<b>NAME OF IMPLEMENTING AGENCY :</b>	

### 1. PERSONAL DATA

Family Name (surname) :	Date of birth : Day   Month   Year
First Name :	Nationality ( citizenship ) :
Other Names :	Gender : Male / Female #
City and country of birth :	Marital status : Single / Married #
Passport No :	Religion :

# Delete accordingly

### 2. COMMUNICATION AND MAILING ADDRESS

Applicant's Office Address :		Applicant's Postal / Home Address :	
		Home telephone Country   Area   Number	
Office telephone Country   Area   Number	Telefax Country   Area   Number	Email	
Person to be contacted <b>in case of emergency</b> :			
Name : _____			
Telephone : _____ Mobile Phone Number: _____			
Address : _____			
Email : _____			

**NOTE :** This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

**3. EDUCATION (list in order of time, starting with last institution attended)**

Name of institution and place of study	Major field of study	Years of study : from - to	Degree

**4. EMPLOYMENT RECORD**

<b>A. Present or most recent post</b>	<b>B. Previous post</b>
Employer :	Employer :
Years of service ( from – to ) :	Years of service (from – to) :
Title of your post/position :	Title of your post/position :
Present salary per month (US Dollars) :	Salary per month (US Dollars) :
Name of supervisor and title :	Name of supervisor and title :
Type of organization :	Type of organization
Government / Semi Government / Private / NGO #	Government / Semi Government / Private / NGO #
Main functions of organization :	Main functions of organization :
Total number of employees :	Total number of employees :

# Delete accordingly

Description of your work including your responsibility :

Please continue on supplementary pages if necessary

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## 5. REASONS FOR APPLYING THIS COURSE

Please state briefly the reasons for applying to this course and how you hope to benefit from the programme.

Please continue on supplementary pages if necessary

Have you participated in any training programme in Malaysia before? : YES / No #

Name of programme

Organizer

Year

Have you participated in any MTCP training programme in Malaysia before? : YES / NO #

Name of Course

Name of Training Institute

Year

# Delete accordingly

## 6. ENGLISH LANGUAGE PROFICIENCY (Kindly provide certificate as proof of proficiency)

	Excellent	Good	Fair	Basic	Remarks
Listening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Speaking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Mother tongue : \_\_\_\_\_

Language test administered by : \_\_\_\_\_

Title : \_\_\_\_\_

Address : \_\_\_\_\_

Tel Number : \_\_\_\_\_

E mail : \_\_\_\_\_

Date and signature : \_\_\_\_\_

**7. MEDICAL REPORT (to be completed by an authorized physician)**

Name of Applicant:			
Age:	Sex:	Height:                      cm	Weight:                      kg
<b>Blood Pressure:</b>			
Blood Group: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> AB <input type="checkbox"/> O <input type="checkbox"/> Other (       )			
Is the person examined at present in good health?		Is the person examined physically and mentally able to carry out intensive training away from home?	
Is the person free of infectious diseases (AIDS, tuberculosis, trachoma, skin diseases etc.)?		Does the person examined have any condition or defect (including teeth) which might require treatment during the course?	
List any abnormalities indicated in the chest X ray.		Pregnancy Test ( for women ):	
<p>I certify that the applicant is medically fit to undertake a course in Malaysia.</p> <p>Name of Physician                      : _____</p> <p>Address of Clinic                        : _____</p> <p>(printed)                                        _____</p> <p>Telephone                                    : _____</p> <p>(printed)                                        _____</p> <p>Email                                         : _____ Date : _____</p> <p>Signature of Physician                : _____ Seal of Clinic : _____</p>			

**NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted**

## 8. APPLICANT'S DECLARATION

I, \_\_\_\_\_ of \_\_\_\_\_  
Name of applicant Representing Country

Declare that:

- a) All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not wilfully suppressed any material facts;
- b) I am medically fit and free from any medical problems which may impair my ability to attend and complete the training in Malaysia;
- c) I will be personally liable for **all** medical expenses due to pre-existing conditions/illnesses incurred during my stay in Malaysia after my admission to any Malaysian government hospitals/clinics, and also other than those covered under the Group Personal Accident Insurance. (All successful participants are covered under Group Personal Accident. The Group Personal Accident does **not** cover any pre-existing conditions/illnesses or any outpatient medical/dental treatment. Participants are personally liable for medical expenses beyond what is covered by the insurance policy. **As the coverage is limited, participants are advised to make their own arrangements to obtain adequate medical insurance coverage for their stay in Malaysia;** and
- d) For pregnant female applicants only: I am \_\_\_\_\_ months pregnant and am/am not certified by a qualified doctor to be medically fit and in good health to travel and attend the training in Malaysia

Upon successful selection for the training award, I undertake to:

- a) carry out instructions and abide by such terms and conditions as may be stipulated by the nominating and host governments in respect of this training course;
- b) abide by the rules and regulations of the training institution in which I undertake to study in or be trained under;
- c) submit/present any report which may be required;
- d) refrain from engaging in political activities and any form of employment for profit or gain;
- e) return to my home country upon completion of the training; and
- f) discontinue the course should I be found guilty of misconduct or be medically unfit.

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Malaysia at my own expense.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of applicant

9. TO: GOVERNMENT OF MALAYSIA

LETTER OF INDEMNITY

I \_\_\_\_\_, Passport Number: \_\_\_\_\_ having an address at \_\_\_\_\_, hereby declare that I shall be personally liable for and shall indemnify the Government of Malaysia and \_\_\_\_\_ against all liabilities, claims, losses, demands, actions, suits, proceedings, costs or expenses, in part/total, whatsoever arising under the laws of Malaysia or common law which may be made or taken against the Government of Malaysia and/or \_\_\_\_\_ or incurred or become payable by the Government of Malaysia and/or \_\_\_\_\_ in respect of any of any medical illness, personal injury (whether fatal or otherwise), or the death of any person, by reason of my carelessness, negligence, omission or default, in the course of my training with \_\_\_\_\_ which is appointed by the Government of Malaysia.

Dated this \_\_\_\_\_ day \_\_\_\_\_ of 20\_\_\_\_

Signature of applicant )

Name of applicant )

Date )

In the presence of

Signature of Witness )

Name of Witness )

Designation of Witness )

I/C or Passport No. )



**10. TO BE COMPLETED BY THE NOMINATING GOVERNMENT**

Reasons for applicant's selection

--

The post which the applicant will be required to fill upon satisfactory completion of training

--

Relevance of the course to applicant's job

--

**11. TO BE COMPLETED BY THE NOMINATING GOVERNMENT**

**OFFICIAL DECLARATION**

On behalf of the Government of \_\_\_\_\_, I \_\_\_\_\_  
Country Name of Official

Certify that :

- a) I have examined the educational, professional or other certificates quoted by the applicant in this form and I am satisfied that they are authentic and relate to the applicant
- b) The applicant is medically fit and free from infectious disease and that, having regard to his/her physical and mental history, there is no reason to suppose that the applicant is other than fit to undertake the journey to Malaysia and to remain in Malaysia for the duration of training;
- c) Should the nominee seek medical consultation/treatment for his/her pre-existing conditions/illnesses during his period of stay in Malaysia, he would be personally liable for all medical expenses incurred, other than those covered under the Group Personal Accident Insurance; and
- d) The applicant has attained a level of proficiency in both spoken and written English to enable him/her to follow the course of study/training for which he/she is being nominated.

I nominate ( Dr/Mr/Mrs/Ms\* ) \_\_\_\_\_ holding Passport No.: \_\_\_\_\_  
for the training course.

\_\_\_\_\_  
Name and Designation

\_\_\_\_\_  
Signature and Official Stamp

\_\_\_\_\_  
Name and Organisation

\_\_\_\_\_  
Country code - Area code - Office tel no.

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Country code - Area code - Office tel no.

Endorsement by the nominating country's Ministry of Foreign Affairs or the National Focal Point for Technical Assistance:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Email Address

( Ministry's Official Stamp )

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Name of Organisation

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Country code - Area code - Office tel no.

\_\_\_\_\_  
Country code - Area code - Office tel no.

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