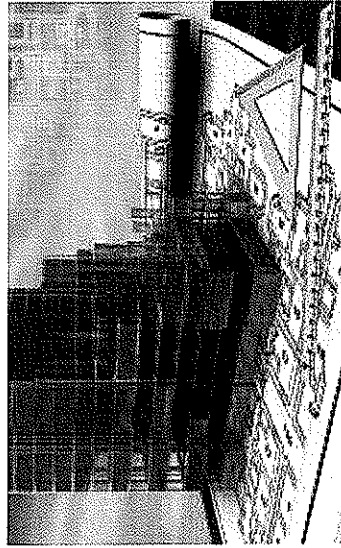




MALAYSIAN TECHNICAL COOPERATION PROGRAM (MTCP)

2015



08 – 15 Sept 2015

NEW CONSTRUCTION TECHNOLOGY INDUSTRIALISED BUILDING SYSTEM (IBS)

Organized by:

CIDB
HOLDINGS

Supported by:

CIDB
MALAYSIA

www.cidbholdings.com.my

THE MALAYSIAN TECHNICAL COOPERATION PROGRAM (MTCP) was officially launched on September 7, 1980 at the Commonwealth Heads of State Meeting in New Delhi, India, to signify Malaysia's commitment to South-South cooperation, in particular Technical Cooperation among Developing Countries (TCDC).

In line with the spirit of South-South Cooperation, MTCP is considered as a bilateral technical cooperation programme with an objective to share development experiences with other developing countries. This "prosper-thy-neighbour" philosophy is the underlying basis for the MTCP. The programme was first formulated based on the belief that the development of a country depends on the quality of its human resources. The programme provides various forms of technical cooperation in areas where Malaysia has the experience and expertise.

Beginning 2010, the Ministry of Foreign Affairs (MOFA) Malaysia is responsible for the administration and coordination of MTCP activities. The MTCP emphasises the development of human resources through the provision of training in various areas which are essential for a country's development.

Annually, more than 100 MTCP Programmes are offered by approximately 79 MTCP training institutions/agencies, many of which are centres of excellence for training. Currently, MTCP has gained more than 29,000 participants from 141 countries.

The Objectives of MTCP are:

- To share experience with other developing countries;
- To strengthen bilateral ties with developing countries;
- To encourage and promote South-South Cooperation; and
- To encourage and promote technical cooperation within developing countries

ABOUT CIDB HOLDINGS SDN BHD

CIDB HOLDINGS (CIDBH) corporate standing as a fully owned subsidiary of the Construction Industry Development Board Malaysia (CIDB Malaysia) represents one of the strategic platforms for CIDB Malaysia to fulfill its role as a regulatory body, and custodian of the Malaysian Construction Industry. Since its inception on 1997, CIDBH has effectively orchestrated the emerging forms of its corporate functional roles in the following areas:

- Helping to raise the levels of quality output and productivity in the Malaysian Construction Industry via undertaking of construction workforce training, skills assessment and evaluation programs;
- Fulfilling its role as a program enabler to spearhead various CIDB-led "Going Global" initiatives.

CONTACT

For further enquiries, applicants can either approach their respective Malaysian Official representative or email to the following address:

Mr. Hairuddin Nadir
hairuddin.nadir@cidb.gov.my

Or;

Mrs Herney Abd Ghafar
herney@cidb.gov.my

Tel : +603- 4042 8880

Fax : +603-4042 2880

Email : mtcp.cidbh@cidb.gov.my

COURSE OVERVIEW

The Industrialised Building Systems (IBS) is a construction process that utilises techniques, products, components, or building systems which involve prefabricated components and on-site installation.

The use of IBS assures valuable advantages such as the reduction of unskilled workers, less wastage, less volume of building materials, increased environmental and construction site cleanliness and better quality control, among others. These advantages also promote a safer and more organised construction site, and reduce the completion time of construction.

IBS is being widely used in public and commercial projects in Malaysia. Many world-class Malaysian developers have chosen IBS over the conventional methods for important projects such as the Petronas Twin Towers, Putrajaya, development of highways and Kuala Lumpur International Airport (KLIA).

COURSE OBJECTIVES

- To train government officials of selected countries
- To highlight the advantages of IBS
- To showcase Malaysia's capacity and capability in project delivery.

COURSE DURATION

The course shall be conducted over a period of 8 days from 8 – 15 September 2015.

COURSE CONTENT

- IBS In Malaysia: Case Studies of Successful IBS Companies
- IBS Content Scoring System (IBS Scoring)
- Precast Concrete Project Planning & Execution
- Analysis and Design : Precast Concrete Structure
- Modular Coordination Design Joints and Tolerances

TRAINING METHODOLOGIES

- Knowledge/ experience sharing session
- Briefings/ training
- Technical presentation
- Hands on/practical session
- Question and answer session/discussion
- Site visits

ADMISSION REQUIREMENTS

- Applicants should be a civil servants, aged between 26-46 years old;
- Selected government officials and technical experts from the ministries/governmental agencies involved in the town planning, design, coordination and managing construction projects
- Possess education at least degree level in technical field such as Civil Engineering
- Possess at least 5 years working experience in the field related to the program;
- Must demonstrate a good command of spoken and written english;
- Have not participated in any MTCP previously;
- Must be certified medically fit.

APPLICATION FORMS

Application should be made using the prescribed MTCP forms available at

www.mtcp.kln.gov.my/download.

The application must be completed and endorsed by the Ministry of Foreign Affairs/Focal Points responsible for the MTCP program in the applicant's country, then submitted through the applicant's government to the Ministry of Foreign Affairs Malaysia, via a Note Verbale from the applicant's Ministry of Foreign Affairs.

INCOMPLETE FORMS WILL NOT BE PROCESSED.

VISA & VACCINATION

Successful participants are advised to arrange for their own visa and vaccination prior to their travel, in which the expense to obtain such requirement should be borne by them.

Successful participants are required to submit a colored photocopy of the first page of their valid passport to the program organizer for immigration processing.

AIRFARES

A return air fare from the capital city of recipient country to Kuala Lumpur on economy class is provided (Except some countries which require to borne their own air fare; please refer to the MTCP website for further details).

ACCOMMODATION & MEALS

Accommodation and meals over the course duration are provided by the Training Organizer.

IMPORTANT

All applicants must provide a valid e-mail address written/printed legibly in the application form. Confirmation of the course and other notifications will be made using e-mail.

Participants shall conduct themselves at any time in a manner compatible with their responsibilities as MTCP recipients and abide by the rules and regulation of the Training Organizer.

Participants are **NOT ALLOWED** to bring along their spouses for the duration of the course.

MTCP is fully financed by the Malaysian Government subject to specific conditions as stated at www.mtcp.kln.gov.my/application/condition-of-awards

APPLICATION DATELINE:

20 JULY 2015



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 : _____

TITLE OF COURSE:	Date of commencement:
NAME OF IMPLEMENTING AGENCY :	

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	
		Email	
Office telephone Country Area Number	Telefax Country Area Number		
Person to be contacted in case of emergency :			
Name : _____		Mobile Phone Number: _____	
Telephone : _____			
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

A. Present or most recent post	B. Previous post
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 : Government / Semi Government / Private / NGO #	Type of organization 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

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 : _____

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

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

Name of Applicant:			
Age:	Sex:	Height: cm	Weight: kg
Blood Pressure:			
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):	
I certify that the applicant is medically fit to undertake a course in Malaysia. Name of Physician : _____ Address of Clinic : _____ (printed) : _____ Telephone : _____ (printed) : _____ Email : _____ Date : _____ Signature of Physician : _____ Seal of Clinic : _____			

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

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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 :

- 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
- 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;
- 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
- 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.