

ABOUT MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

The Malaysian Technical Cooperation Programme (MTCP) was launched in 1980 to promote and facilitate technical cooperation amongst developing countries based on the concept of self-reliance.

Since its inception, more than 32,000 participants have undergone various training under MTCP. MTCP has extended its recipient of countries to 143 developing nations for training within its ten (10) key areas.

The programme encourages the exchange of relevant experience, pooling, sharing of resources and the development of complementary capabilities.

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); and
- To promote Technical Cooperation among Developing Countries.

Type of Assistance:

- Short-term specialized courses ;
- Long-term courses (Scholarships) ;
- Technical Assistance ;
- Dispatch of Experts.

ABOUT MALAYSIA AVIATION ACADEMY (MAVA)

The Malaysia Aviation Academy, Department of Civil Aviation Malaysia is the Government agency selected to conduct Air Traffic Management (ATM) Courses under the MTCP and have been involved since 1984.

Under the MTCP 2017, MAVA is offering the following Course :

ICAO 219 On-Job-Training Instructor For ATC

HOW TO APPLY

The applications form can be downloaded from the MTCP website https://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course . All application forms must be endorsed by the participating countries' foreign affairs agency/focal points and the completed forms must be forwarded to the relevant Malaysian Embassy or Mission.

A copy of the completed application form must also be faxed or e-mail to MAVA.

Closing Date
31st May 2017

NOTIFICATION

Only successful candidates will be notified

CONTACT INFORMATION

Candidates may either contact the official Malaysian Representative (Embassies / High Commissions) or MAVA as follows:

Director

Malaysia Aviation Academy,
Jalan Pekelling 2, KL International Airport
64000, KLIA, Selangor, Malaysia
Tel : +603-87779000
Fax : +603-87871550
Email : mava@dca.gov.my

Contact Persons :

Mr. Mohd Razi Abu Samah (razi@dca.gov.my)
Mr. Dolhan Issa (dolhan@dca.gov.my)



TRAINAIR
PLUS
FULL MEMBER



MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP) 2017

ICAO 219 ON-JOB-TRAINING INSTRUCTOR FOR ATC COURSE

by

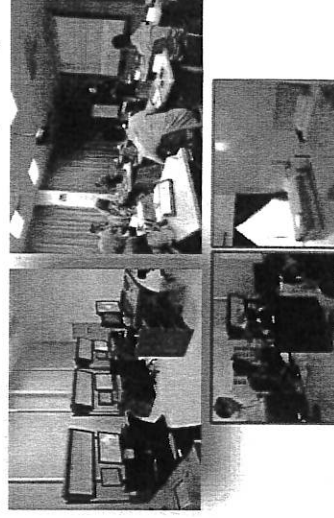


Malaysia Aviation Academy

DEPARTMENT OF CIVIL AVIATION MALAYSIA

14 —25 Aug 2017

Venue : MAVA Campus, KL Intl Airport, Dept. of Civil Aviation, Malaysia



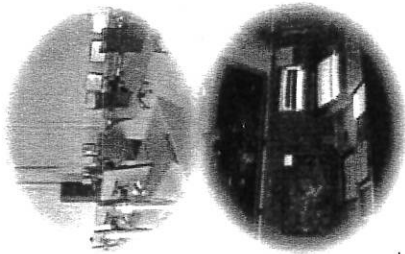
ICAO 219 On-Job-Training Instructor For ATC Course

COURSE CONTENTS

The course aims to provide the participants the basic knowledge of teaching, practical methods, principles and tools to manage the interaction with the trainees during On-the-Job Training.

The course contents are;

- Organisational Management
- Trainer as A Coach
- Instructor Attributes
- Human Factor & Behaviour
- Communication Process
- Theory Lesson Components
- Learning Environment
- Lesson Planning
- Brief-Monitor-Debrief
- Simulator Instructional Technique
- Individual Difference
- Training Objectives
- Training Management
- Abnormal & Emergency Operations
- OJT Assessment
- Writing Reports
- Question Design & Technique
- Role-Play



METHODS OF PRESENTATION

The presentation method will be a balanced combination of classroom lectures, discussions, role-play and field visits.

Medium of instruction for the Theory and Practical components will be English.

PREREQUISITES

ATCO or other ATM personnel with minimum of 3 years in operational experienced

ADDITIONAL REQUIREMENTS

- Have good command of spoken and written English (ICAO ELP Level 4 or higher)
- Be medically fit
- Not exceed 50 years of age on closing date.

STANDARD OF ACCOMPLISHMENT

Participants shall be awarded a **Certificate of Successful Completion** by Malaysia Aviation Academy upon successfully completing the 2 weeks course.

COURSE DURATION

Course date from the 14th until 25th August 2017
(2 weeks)

FELLOWSHIP / SCHOLARSHIP

The terms and conditions of scholarship/fellowship awards under the MTCP at MAVA include:

Air Fares

An economy class return air ticket from capital city of the participant's to Kuala Lumpur, the capital city of Malaysia, will be provided. (Except for participants from countries with GDP per capita above USD5,000.)

VISA and Vaccination

All participants are required to attain Visa to enter Malaysia. Training Institutions will apply for VDR and upon approval, a copy will be forwarded to the participants who will subsequently need to collect their respective VDR from the nearest Malaysian mission.

Participant must bear all expenses on medical check-up, vaccinations (whenever applicable) and all visa-related fees, airport-tax/airport user's charge, transit insurance, excess luggage, travel tax, transit fees, domestic passenger terminal fees, phone charges, private purchases, etc.

Accommodation and meals

Lodging will be provided for the duration of the course. In addition, participant's will receive a daily allowance.

Medical (during stay in Malaysia)

Medical expenses (gov. hospital) – borne by Malaysia gov. Participants should be certified medically fit in order to participate in this programme. Any medical expenses incurred in a government hospital/clinic only while in Malaysia will borne by the Malaysia Government.

General Conditions of Award

Participants shall conduct themselves at all times in a manner compatible with their responsibilities as MTCP scholarship holders and abide by the rules and regulation of the Training Institution.

The award may be terminated at any time due to unsatisfactory conducts, breach of the conditions of the award or failure to make satisfactory progress. Participants are not allowed to bring along their spouses for the duration of the course.

REGULATIONS AND OBLIGATIONS

- To observe the course schedule;
- Not to change training subjects or extend the training period;
- Not to bring any family member
- To return to your respective country at the end of the course according to the travel schedule;
- To fully adhere to instructions and abide by such conditions as may be stipulated by the Malaysian Government in respect of the course;
- To observe the rules and regulations of the training institution;
- To refrain from engaging in political activities or any form of employment for profit and gain;
- To discontinue the course, should you fall seriously ill and are unable to continue the training;
- To discontinue the course should you commit any illegal or immoral activity;
- To observe rules and regulations at the place of accommodation and not to change accommodation designated by the training institution.