

4.3 Ministry of Finance

The Ministry of Finance has 16 agencies and departments under its charge as listed below. Of these, three agencies have activities with JICA and these are underlined.

- a) Employees Provident Fund (EPF)
- b) Central Bank of Malaysia (Bank Negara Malaysia)
- c) Inland Revenue Board of Malaysia
- d) Royal Customs Department of Malaysia
- e) Securities Commission
- f) Bursa Malaysia Berhad
- g) Bank Simpanan Malaysia
- h) Labuan Offshore Financial Services Authority (LOFSA)
- i) Khazanah Nasional Berhad
- j) Langkawi Development Authority (LADA)
- k) Tun Abdul Razak Foundation
- l) Totalisator Board Berhad
- m) Retirement Fund Incorporated
- n) Treasury Department
- o) Accountant General Department
- p) Valuation and Property Services Department

Central Bank of Malaysia (Bank Negara Malaysia, BNM)

Established on 1959, the Central Bank of Malaysia is a statutory body wholly owned by the Government of Malaysia. The Bank reports to the Minister of Finance, Malaysia and keeps the Minister informed of matters pertaining to monetary and financial sector policies. The major role of the Central Bank is the prudent conduct of monetary policy in the country. It is also responsible for bringing about financial system stability and fostering a sound and progressive financial sector. The Central Bank also plays a significant developmental role, including development of financial system infrastructure.

Other important roles of the Central Bank are being a banker and adviser to the Government, playing an active role in advising on macroeconomic policies and managing the public debt. It is also the sole authority in issuing currency as well as managing the country's international reserves.

The roles of the Bank are supported by 37 departments/units in the Bank covering seven functional areas - Economics & Monetary Policy, Investment and Operations, Regulation, Payment systems, Supervision, Organisational development, and Communications.

In 2004, JICA conducted a development study on the Formulation of an Action Plan to Develop Advisory Capabilities of Malaysian Development Financial Institutions for SMEs.

Inland Revenue Board of Malaysia

The Inland Revenue Board of Malaysia (IRBM) is one of the main revenue collecting agencies of the Ministry of Finance. Established in accordance with the Inland Revenue

Board of Malaysia Act, the agency is responsible for the overall administration of direct taxes. The IRBM acts as agent of the Government to provide services in administering, assessing, collecting and enforcing payment of income tax, petroleum income tax, real property gains tax, estate duty, stamp duties and such other taxes as may be agreed between the Government and the Board.

To provide training for the officers and staff of IRBM in taxation and management to enable them to carry out their duties the Malaysian Tax Academy was established.

The IRBM has received technical cooperation from JICA under the project for Human Resource Development and Improvement in Tax Administration.

Royal Customs Department

The Royal Malaysian Customs is the government agency responsible for administering the nation's indirect tax policy. It administers seven main and thirty-nine subsidiary laws. In addition it also implements eighteen laws for other government agencies.

The department is in charge of the Royal Malaysian Customs Academy which is located in Malacca. In addition to providing in-house training, the Academy also runs international programmes under the Malaysian Technical Cooperation Programme.

Currently JICA is providing Technical Cooperation to the Customs Department for the project on "Risk Management Approach at Clearance and Post Clearance Process".

Bank Pembangunan Malaysia Berhad (BPMB)

Bank Pembangunan Malaysia Berhad (BPMB) is a development financial institution (DFI) owned by the Malaysian Government through the Minister of Finance Inc. The Bank is mandated to provide medium to long term financing to capital-intensive industry, which include infrastructure projects, maritime and high technology sectors.

Institutional Information Sheets

4.3.1 Central Bank of Malaysia (Bank Negara Malaysia, BNM)

Institutional Information Sheet (Date as of: 5/11/2009)

Name of Institution: **Central Bank of Malaysia (BNM)**

Related Government Ministry/Department: **Ministry of Finance**

Contact details of Institution (address, tel, fax, email):

Bank Negara Malaysia

Jalan Dato' Onn, P.O. Box 10922, 50929 Kuala Lumpur

Tel: 603-2698-8044 Fax: 603-2691-2990

Website: www.bnm.gov.my

Name and position of respondent: **Pn. Noorzaidah Abu Bakar**, Manager, Human Capital
Development Centre

Pn. Nang Saluna Wong Sowat, Senior Executive, Human
Resource Management Department

Contact details of respondent: Tel: 03-7956 8622 ext 216 (Pn. Noorzaidah); 03-2698 8044 ext 8577
(Pn. Nang Saluna)

Outline and General Information of Organization

a) Brief History

Established on 26 January 1959 under the Central Bank of Malaysia Act 1958 (Revised -1994). It is a statutory body wholly owned by the Government of Malaysia with the paid up capital progressively increased, currently at RM100 million. The Bank reports to the Minister of Finance, Malaysia and keeps the Minister informed of matters pertaining to monetary and financial sector policies.

a) Aims and Objectives

Mission Statement

Bank Negara Malaysia, as the Central Bank, is committed to excellence in promoting monetary and financial system stability and fostering a sound and progressive financial sector, to achieve sustained economic growth for the benefit of the nation.

This will be achieved through:

- promoting a work culture which emphasises the highest standards of professionalism and integrity, prudence, teamwork and innovation;
- developing and maintaining a committed workforce which is highly competent and proactive, sensitive to the changing needs of the industry;
- adopting a collaborative approach in everything we do;
- promoting the effective use of technology and good work practices to enhance productivity, efficiency and quality;
- adopting policies and practices to enhance the competitiveness of local financial institutions to face international competition; and
- having the necessary financial resources and financial instruments to effectively manage monetary stability.

b) Function and Principal activity

Among the major role of the Bank is the prudent conduct of monetary policy which has seen generally low and stable inflation for decades and thereby preserving the purchasing power of the ringgit. The Bank is also responsible for bringing about financial system stability and fostering a sound and progressive financial sector. There is now in place a well diversified comprehensive and resilient financial sector that is able to meet the increasingly sophisticated needs of consumers and businesses and which has become a growth driver in the economy. The Bank also plays a significant developmental role including development of financial system infrastructure with major emphasis placed on building the nation's efficient and secured payment systems as well as the necessary institutions (including Securities Commission KLSE now known as Bursa Malaysia and Credit Guarantee Corporation) which are important towards building a comprehensive robust and resilient financial system. The Bank actively promotes financial inclusion which has led to improved access to financial services for all economic sectors and segments of society thereby supporting balanced economic growth.

Other important roles of the Bank are being a banker and adviser to the Government playing an active role in advising on macroeconomic policies and managing the public debt. It is also the sole authority in issuing currency as well as managing the country's international reserves.

c) Description of organizational structure and facilities

The roles of the Bank are supported by 37 departments/units in the Bank covering seven functional areas as follows:

Economics & Monetary Policy

- Primarily provides good technical and research support on growth-related issues to enhance formulation of monetary and credit policies in promoting monetary stability and ensuring the availability of adequate credit to finance economic growth.

Investment and operations

- Manage domestic liquidity and exchange rates to ensure that monetary policy targets are achieved as well as managing external reserves to safeguard its value and optimise its returns. It also has the responsibility of providing advice and assistance to the Government in the area of debt and fund management and contributing to domestic financial market development.

Regulation

- Promote financial sector stability through the progressive development of sustainable, robust and sound financial institutions and financial infrastructure, thus enabling a competitive local financial industry to be resilient against the changing future environment as well as leads initiatives to enhance access to financing. It also formulates and implements policies and strategies towards building and positioning Malaysia as a premier integrated Islamic Financial Centre and enhance the financial capability of consumers.

Payment systems

- Develop policies and strategies to promote reliable, secure and efficient clearing, settlement and payment systems in the country.

Supervision

- Develop, enhance and implement an effective surveillance framework to ensure safety and soundness of financial institutions and to enforce sound practices in them.

Communications

- The communications function has assumed increasing importance in response to the heightened demands of the various stakeholders, seeking greater transparency and disclosure.

Organisational development

- Spearhead the Bank's strategic management, organisational-performance management and programme management functions to drive its performance-improvement processes and

strengthening the capacity building of the Bank. It also leads and drives human resources initiatives and other strategic activities to ensure that the overall Human Capital Management framework is implemented effectively.

- In 2008 the Bank establish a new business unit known as Central Banking Services to manage and coordinate requests for experience sharing with other central banks. The Bank's international cooperation initiative aims to complement on-going regional integration processes. In 2008 it received 80 requests for technical assistance and engaged with central bankers from Asia, Central Asia, the African continent and the Middle-east.
- Its International Learning Programmes with 2 programmes under the MTCP drew participation from 15 countries. Additionally the Bank ran 2 Islamic financial courses in collaboration with the Islamic Development Bank

Source: Bank Negara's Annual Report 08

e) Description of specialized fields with the contents of activity

The Bank internal staff capacity development is carried out by the Human Capital Development Centre and Human Resources Management Department. The bank is also actively involved in regional training of central bankers and the building and development of talent for Islamic financing. These are described below.

Technical Cooperation from JICA and other countries or by the Bank are handled as follows

- scholarships and long-term courses (i.e. more than 3 months) is handled by Human Resource Management Department
- Short term courses is handled by Human Capital Development Centre (HCDC)
- Other form of Technical Cooperation such as receiving study mission and dispatching of experts are coordinated by the newly formed Central Banking Services (CBS). Requests are forwarded to the appropriate line department and CBS coordinates the study missions by central bankers. As for request for expert assistance, the request is handled by each of the functional areas/sectors. (interview)

The Bank's MTCP programmes are its regular training courses for its own staff. However 4 of these courses are open to selected MTCP member country. For 2009 this was limited to 10 MTCP participants per course. For example the 28th Intermediate Central Banking course had 32 participants of which 12 are MTCP participants and the 3rd Insurance Regulation and Supervision had 52 participants of which 7 are MTCP participants.

Some of BNM courses are open to central bankers from developing countries but these pax are funded by their institutions. The training courses are taught by external trainers and BNM senior managers e.g. the deputy governor.

The Bank is a member of South East Asian Central Banks (SEACEN) Research and Training Centre. SEACEN was registered as a company limited by guarantee under the Companies Act 1965 of Malaysia in January 1982. There are currently 16 member central banks and monetary authorities in SEACEN.

SEACEN aims to be a premier regional training centre for central banks in the Asia-Pacific region. Since 2001, training has become the principal activity, focusing on areas that have practical applications in central banking, i.e. monetary policy, banking supervision and payments and settlement systems. Research plays supporting function. Research papers are presented and used as course materials at appropriate training events. (www.seacen.org)

HCDC and SEACEN currently share premises at Petaling Jaya but they expect to shift into a new building in June 2010.

Human Capital Development for Islamic Finance

Besides the public universities, institutions offering courses and programmes, which are tailored to meet the demands and requirements of the Islamic financial industry are as follows;

Islamic Banking and Finance Institute Malaysia (IBFIM) provides industry and business customized training to produce high competence personnel and executives. It also offers apprenticeship for Islamic finance trainers and advisers. Established in February 2001, the industry-owned institute is dedicated to producing well-trained, high competence personnel and executives with the required talent in the Islamic finance industry. www.ibfim.com

International Centre for Leadership in Finance (ICLIF), set-up in October 2003 by the Bank, focuses on developing leadership skills for middle and senior managers from financial institutions, the private sector and the Government, both locally and internationally. www.iclif.org

International Centre of Education in Islamic Finance (INCEIF) is set up by the Bank in December 2005 as a University to offer both practical and academic training programmes in Islamic finance aimed at developing professionals who are well-versed in Islamic finance. www.inceif.org

International Shariah Research Academy for Islamic Finance (ISRA) is a part of INCEIF. Established in March 2008 it conducts applied research on Shariah issues in Islamic finance and act as a repository of knowledge for shariah views or fatwas in undertaking studies on contemporary issues in Islamic finance. www.isra.my

Securities Industry Development Corporation (SIDC) develops and facilitates local and international training through a range of programmes and activities, including conferences, seminars, and workshops supported by computer-based learning. Together with the Securities Commission, it also develops examination questions and modules, and holds examinations as part of the licensing regimen for Malaysian capital market intermediaries. www.sidc.com.my

Bank Negara Malaysia's Central Banking Services (CBS) CBS facilitates the sharing of knowledge with other Central Banks of developing economies by organising structured international training courses and seminars on Islamic finance, institution building and financial sector development.

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Development Studies

The Study on Formulation of an Action Plan to Develop Advisory Capabilities of Malaysian Development Financial Institutions for SMEs, Sep 2004 to Oct 2005

Government agencies and financial institutions now provide advisory services to SME in the areas of business and financial management as well as technical advisory services.

One-stop financial advisory services are available at Bank Negara walk-in counter services located at the ground floor of Block D (called BNMLINK) and through phone, fax, email or mail via TELELINK. The Bank has set-up a dedicated content rich website at www.smeinfo.com.my. SME Bank offers support and advice to SME across all phases of their business cycle to help them grow and overcome their financial constraints. Credit Guarantee Corporation. Selected commercial and Islamic banks have SME units to provide information on sources of finance and to address constraints to access to finance.

In 2006 the government introduce a comprehensive microfinance institutional framework that involved 6 commercial banks and 3 Development Financial Institutions. As a result outstanding microfinance has expanded from RM84 million in 2006 to RM540 million as at end May 2009⁶

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

1995

2b) Type of MTCP provided

Short term specialized training – scheduled training

2c) List of cooperation activities conducted by the institution (Training, Dispatch of Seminar Lecturer or Technical Expert)

	Title	Type	Period	Year	Remarks (e.g. Number)
1.	28th Intermediate Central Banking	ST scheduled training	12 days	2009	Total 32 of which 12 are MTCP pax
2.	8th Banking Supervisor Foundation	-do-	10 days	2009	Total of which 7 are MTCP pax
3.	3rd Insurance Regulation & Supervision	-do-	5 days	2009	Total 52 of which 7 are MTCP pax
4.	2nd Intermediate Islamic Finance for Financial Regulators	-do-	5 days	2009	Total of which 13 are MTCP pax

Source: Bank Negara

2d) Human Resources (Professionals and Expert)

The trainers and facilitators are external trainers as well as members of Bank Negara's senior staff with the appropriate expertise.

⁶ SME Annual Report 2008, page 146

4.3.2 Malaysian Tax Academy, Inland Revenue Board of Malaysia

Institutional Information Sheet Date as of: 12/11/2009

Name of Institution: **Malaysian Tax Academy, Inland Revenue Board of Malaysia**

Related Government Ministry/Department: **Ministry of Finance (MoF)**

Contact details of Institution (address, tel, fax, email):

Inland Revenue Board of Malaysia

Tingkat 15, Blok 9, Komplek Bangunan Keajaan, Jalan Duta, Peti Surat 11833, 50758 Kuala Lumpur

Tel: 03-6209 1000 / 6201 6331 Ext 31110 Fax: 03-6201 3798

Email: kphdn@hasil.gov.my / hasmah@hasil.gov.my

Website: www.hasil.gov.my

Malaysian Tax Academy

Persiaran Wawasan, 43650 Bandar Baru Bangi, Selangor

Tel: 03-89255611 Fax : 03-8925 7299 / 03-8925 7005

Website:

<http://www.hasil.gov.my/lhdnv3e/index.jsp?process=3000&menu1=400&m2=400&ms2=Malaysian%20Tax%20Academy>

Outline and General Information of Organization

a) Brief History

Inland Revenue Board of Malaysia (IRBM)

As one of the main revenue collecting agency of the Ministry of Finance, the Department of Inland Revenue, Malaysia became the Inland Revenue Board of Malaysia on 1 March 1996 with the passing of the Inland Revenue Board of Malaysia Act 1995. The amended Act gives it more autonomy especially in financial and personnel management as well as to improve the quality and effectiveness of tax administration.

b) Aims and Objectives

Vision

Leader in Tax Administration

Mission

To provide taxation services with quality and integrity towards promoting voluntary compliance

Objective

To create and implement a fair and effective tax management system

c) Function and Principal activity

IRBM is responsible for the overall administration of direct taxes under the following Acts :

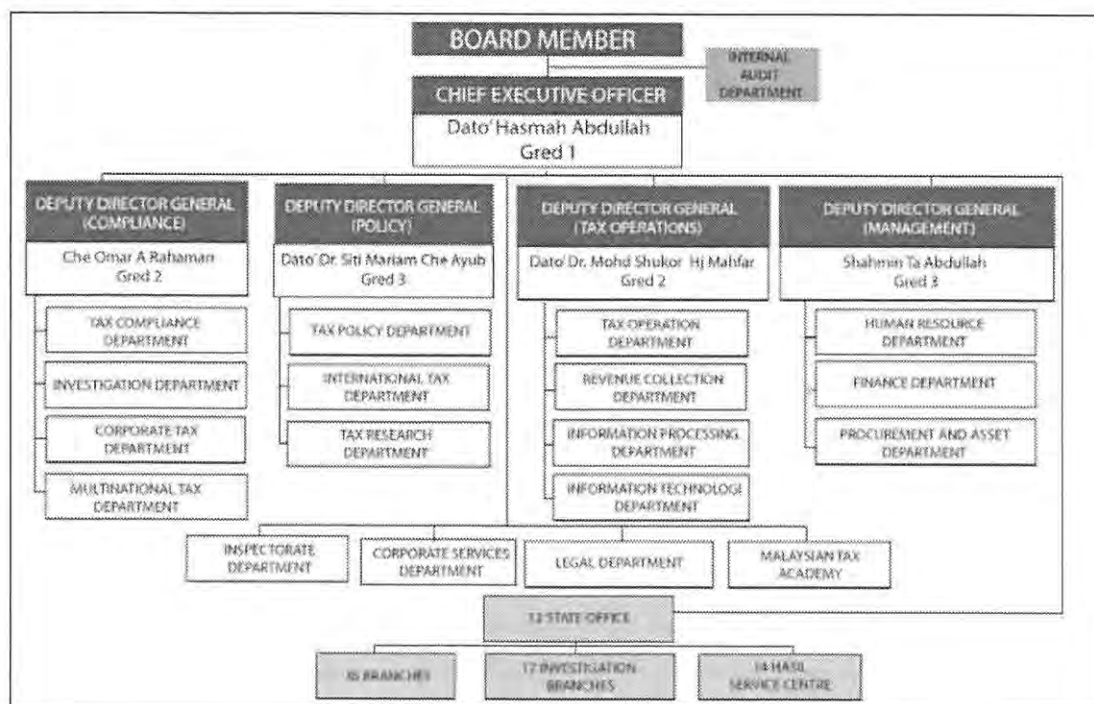
- Income Tax Act 1967,
- Petroleum (Income Tax) Act 1967,
- Real Property Gains Tax Act 1976,
- Promotion of Investments Act 1986,

- Stamp Act 1949,
- Labuan Offshore Business Activity Tax Act 1990.

Its principal activities are

- To act as agent of the Government and to provide services in administering, assessing, collecting and enforcing payment of income tax, petroleum income tax, real property gains tax, estate duty, stamp duties and such other taxes as may be agreed between the Government and the Board;
- To advise the Government on matters relating to taxation and to liaise with the appropriate Ministries and statutory bodies on such matters;
- To participate in or outside Malaysia in respect of matters relating to taxation;
- To perform such other functions as are conferred on the Board by any other written law;
- May act as a collection agent for and on behalf of any body for the recovery of loans due for repayment to that body under any written law.

d) Organisational Chart



Source:

http://www.hasil.gov.my/lhdnv3e/index.jsp?process=3000&menu1=300&m2=300&ms2=Organisation%20Chart&p_g_title=Organisation%20Chart

e) Description of organizational structure and facilities

IRBM's Human Capital Development Program is to produce officers who are competent, professional, knowledgeable, skilled, disciplined and with integrity. To this end, IRBM has 5 centres to cater for its staff needs as well as tax officers of other countries. The centres are

Malaysian Tax Academy (MTA) functions as a centre of excellence that trains IRBM officers, tax administrators of other countries and the public on taxation. In addition to providing on-the-job training as well as skills training and self-development courses, the MTA also offers Diploma Programs in Management Science and Accountancy, in collaboration with Universiti Utara Malaysia (UUM) and Universiti Teknologi Mara

Investigation Training Centre's role is to provide training to new officers who will be posted at the IRBM's Investigation Centres. The training is intended to improve these officers' skills in investigating cases of tax evasion

Audit Training Centre's role is to improve IRBM officers' tax audit skills as auditing has become one of their core functions. Effective audit training will improve the efficiency of the IRBM's audit program, which can help improve compliance among taxpayers

Stamp Duty Training Centre, established in 2005, took over training functions related to stamp duty from the MTA. With its establishment, officers serving at Stamp Duty Units, Revenue Service Centres and District Offices can undergo the relevant training more frequently in order to carry out their duties more skilfully and efficiently. The move should improve services and standardise Stamp Duty charging practices at all Stamping Centres technology and self-improvement and

Organisational Development Division of the Administration Department coordinates IRBM officers' internal training programmes and participation in training programs organised by external agencies

IRBM collaborates with the following overseas organisations for its staff training:

- Organisation For Economic Co-operation and Development (OECD),
- The Commonwealth Association of Tax Administrators (CATA),
- Study Group on Asian Tax Administration and Research (SGATAR),
- International Bureau of Fiscal Documentation (IBFD),
- Japan International Cooperation Agency (JICA), and
- Federal Law Enforcement Training Centre (FLETC).

Malaysian Tax Academy (MTA)

Malaysian Tax Academy is the training institution for Inland Revenue Board of Malaysia, which became operational in September 1994. The Academy is located on a 37.3 acre (approximately 15 hectare) site in Bandar Baru Bangi, Selangor about 35 km. from the capital city Kuala Lumpur via the North-South Expressway.

Aims and Objectives

Malaysian Tax Academy is entrusted the responsibility of realizing the training objectives of Inland Revenue Board of Malaysia.

It aims at with:

- Producing a highly disciplined and professional work force as well as a knowledgeable society that will voluntarily comply with the tax laws; and
- Realizing the vision of Inland Revenue Board of Malaysia to be a centre of excellence in managing and administering tax at the national and international level.

The objectives of Malaysian Tax Academy are:

- To provide training for the officers and staff of Inland Revenue Board of Malaysia in taxation and management to enable them to carry out their duties in a professional manner;
- To reinforce the knowledge and expertise of the officers and staff of Inland Revenue Board of Malaysia to meet the demands of a dynamic tax system;
- To widen the perspective and knowledge of the officers and staff of Inland Revenue Board of Malaysia through joint training with individuals and organisations within and outside the country; and
- To provide tax education to the public in order to enhance their knowledge and awareness regarding taxation in this country.

Function and Principal activity

The training programmes currently conducted at Inland Revenue Board of Malaysia include:

Basic Training

Induction and basic training are conducted for new officers and staff of Inland Revenue Board of Malaysia. Successful completion of this course is a criteria for job confirmation.

Advanced Training

Training is conducted to upgrade analytical skills in taxation, accounting and audit for officers of Inland Revenue Board of Malaysia, who have successfully completed their basic training. This programme is for the purpose of job advancement.

Management Training

The Management training that is offered to the officers and staff of Inland Revenue Board of Malaysia focuses on non-technical training that covers areas such as strategic management, leadership and strategic evaluation. The programme will equip the officers of Inland Revenue Board of Malaysia with the latest skills on modern management techniques that will enable them to develop, move and lead the organization effectively.

Specialization and Self Development Programme

The training offered to the officers and staff of Inland Revenue Board of Malaysia range from specialized technical (taxation) topics to interpersonal skills (computer software applications, public relations, counselling, language skills, and others).

Audit Training

Specialized training is conducted to enhance the auditing skills of the officers of Inland Revenue Board of Malaysia. The officers are also exposed to Computer Auditing Tools. The training methodology emphasizes on case study, role play and simulation training. Some of the training is conducted with the cooperation of experts from the Japan International Cooperation Agency (JICA) and the Internal Revenue Service, U.S. (IRS).

Special Training Scheme for Tax Agents

Special training programmes are conducted for members of the Malaysian Association of Tax Accountants (MATA). The training is designed to provide the tax agents with the necessary knowledge and skills to handle corporate tax cases.

Special Training Scheme for Graduates

Special training programmes are conducted for accounting graduates designed to equip them with knowledge in the field of taxation to enable them to carry out their own business as tax agents.

Diploma CoursesDiploma in Accounting

This program is conducted in collaboration with University Technology MARA. It is aimed at providing the non-executive staff of Inland Revenue Board of Malaysia with accounting knowledge, to enable them to carry out field audits.

Diploma in Management Science

This is a post graduate diploma designed to equip officers of Inland Revenue Board of Malaysia with the latest management skills.

Taxpayer Education and International Training ProgrammesTaxpayer Education

Specially designed courses or talks to meet the specific needs of clients are available upon request. The course content / topic, duration of the course / talks, as well as the venue are negotiable.

International Joint Training Programmes

To widen the perspective and knowledge of the officers and staff of Inland Revenue Board of Malaysia (IRBM), Malaysian Tax Academy conducts International Joint Training Programmes with organisations such as the Commonwealth Association of Tax Administrators (CATA), the Organisation for Economic Cooperation and Development (OECD), the International Bureau of Fiscal Documentation (IBFD), the Internal Revenue Service, U.S.A (IRS), Federal Law Enforcement Training Center, U.S.A (FLETC) the Australian Taxation Office (ATO), Australia and the Japan International Cooperation Agency (JICA).

For the year 2009, IRBM and CATA will be conducting the course below for tax administrators from Commonwealth countries:

- Workshop on Taxation of International Transactions (TOIT) (8 - 26 Jun 2009)
- IRBM and OECD will also be conducting the following courses for tax administrators from countries in the South East Asian region:
- LHDNM-OECD: Seminar on Interpretation and Application of Tax Treaties (2 - 6 Mac 2009)
- LHDNM-OECD: Seminar on Transfer Pricing (13 - 17 Julai 2009)
- LHDNM-OECD: Seminar on Advance Pricing Agreements (10 - 14 Ogos 2009)
- LHDNM-OECD: International Tax Avoidance and Tax Evasion (16 - 20 November 2009)
- LHDNM-OECD: Workshop on Auditing of Multinational Enterprises (30 November - 1 Disember 2009)
- Malaysian Technical Cooperation Programme (MTCP)

Malaysian Tax Academy conducts three international training programmes sponsored by the Malaysian Government under the auspices of the Malaysian Technical Cooperation Programme, namely the Tax Treaty Course, the Tax Enforcement Course and the General Tax Administration Course. Through these programmes, IRBM shares its own experience in the above fields with participating member countries. These training programmes also provide a forum wherein tax officials from developing countries in ASEAN, other SEA & Asia, Pacific Islands, SAAR (South Asian Association for Regional Cooperation) Countries, North Africa & West Asia, Africa & CIS, East Asia & Central Europe, South America and the Caribbean can meet and exchange experiences on issues of common concern. It is also aimed at establishing working relationship and linkages amongst participating countries. The programmes will be conducted as follows:

- Tax Enforcement Course (18 - 29 Mei 2009)
- General Tax Administration Course (20 Julai - 7 Ogos 2009)
- Tax Treaty Course (5 - 16 Oktober 2009)

Third Country Training Program (TCTP) for CLMV Countries

The Malaysian Tax Academy conducts the TCTP course in collaboration with JICA and the Economic Planning Unit (EPU), Malaysia. The field of training varies from training to capacity building and human resource. This programme started in the year 2005. The topic covered in 2005 was Taxpayers Service, in 2006; Audit, in year 2007; Managing Self Assessment System and in 2008; Revenue Management. This year, the topic proposed to be covered is on the Introduction to International Taxation which is scheduled to be conducted from 2 - 13 November 2009.

Description of organizational structure and facilities

The centre at Bangi have the following facilities

- Learning facilities available are:
 - Lecture and syndicate (discussion) rooms.
 - Library
 - Self - access training (Video and CD - ROM)
 - Computer Labs
 - Auditorium (capacity of 300)
 - Audio-visual aids
- Food and Accomodation facilities include
 - 150 rooms "single"/"double"
 - Prayer hall for Muslims
 - Dining Hall
 - "Cybercafes"
 - Karaoke Room
 - "Launderette"

- Sports and Recreational Facilities: These facilities are available to employees of the Inland Revenue Board of Malaysia and course participants. The facilities available are:
 - Volleyball/ squash/ tennis/ badminton/ basketball/ table tennis/ netball court;
 - Football field;
 - Gymnasium;
 - Multipurpose hall;
 - Indoors games and
 - Television, video and karaoke

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Technical Cooperation Project

Human Resources Development and Improvement in Tax Administration Project,

Phase 1 – Oct 2003 – Sep 2006

The goal was to improve the basis for the Self-Assessment System of IRBM by improving the capability of the lecturers of the National Tax Academy and IRB officials related to tax examination including investigation functions and enlightening activity (for tax compliance awareness)

Input

- Japanese side:
 - 2 long-term experts, 21 short-term experts, 24 Malaysian counterparts trained in Japan. Japan incurred local expenses of 11,230,000 Yen
- Malaysia side:
 - Land and training facilities
 - Malaysia incurred local expenses of RM403,108 (12,698,000 Yen)

The Terminal Evaluation conducted in mid-year 2006 concluded that there was an effective and efficient technical transfer from Japanese experts to their Malaysian counterpart. Apart from the delay on producing reference materials on tax estimation the project purpose is achieved as scheduled.

Malaysian government requested for additional assistance to further strengthen the capability of IRB officials. The **second Phase** of the project is running from **Jul 2007 to Jul 2010**

Source: Terminal Evaluation, Human Resource Development in Tax Administration, JICA, 2006

b) Third Country Training Programme

Tax Payer's Services for CLMV countries, 2005 – 2009

The Malaysian Tax Academy conducts the TCTP course in collaboration with JICA and the Economic Planning Unit (EPU), Malaysia. The field of training varies from training to capacity building and human resource. This programme started in the year 2005. The topic covered in 2005 was Taxpayers Service, in 2006; Audit, in year 2007; Managing Self Assessment System and in 2008; Revenue Management. This year, the topic proposed to be covered is on the Introduction to International Taxation which is scheduled to be conducted from 2 - 13 November 2009.

Source: MTA

Revenue Management, Tax Audit, International Taxation, 2008 - 2010

c) Staff sent for training in Japan

	Work Position/Title at the time of training	Course attended	Year
1.	Assistant Director, Salaries & Business Unit, IRBM	Asia International Taxation	2007
2.	Principal Assistant Director, MTA		2007
3.	Executive Officer, MTA		2008
4.	Assistant Director, IRBM		2008
5.	Assistant Director, Tax Compliance , E-Commerce, IRBM		2009
6.	Assistant Director, Investigation Department, IRBM		2009

	Work Position/Title at the time of training	Course attended	Year
7.	Principal Assistant Director, MTA	Asia Knowledge creation seminars	2004
8.	Assistant Director (Assessment) , Department of Compliance, IRBM	Malaysia International Taxation	2006
9.	Assistant Director , Department of Compliance, IRBM		2006
10.	Assistant Director , Department of Compliance, IRBM		2006
11.	Director, Audit Training Centre, IRBM	Public Education Tax Malaysia	2004
12.	Principal Assistant Director, IRBM		2004
13.	Training Officer, MTA		2004
14.	Lecturer, MTA	Malaysia Tax Administration	2003
15.	Lecturer, MTA,		2003
16.	Training Officer, MTA	International Tax Administration Seminar (general)	2005
17.	Training Officer, MTA	International Tax Administration Seminar (public course)	2003
18.	Assistant Director, IRBM		2003
19.	Executive Officer, Sarawak Branch, IRBM		2007
20.	Assistant Director , Petroleum Division, IRBM		2008
21.	Assistant Director, International Taxation Department, IRBM		2009
22.	Principal Assistant Director, Inspectorate Dept, IRBM	International Tax Administration Seminar (public course) II	2004
23.	Principal Assistant Director , IRBM		2006
24.	Assessment Officer, IRBM	International Tax Administration Seminar (General Tax)	1999
25.	Assessment Officer, KG. Attap Branch, IRBM		2000
26.	Assessment Officer, IRBM		2001
27.	Assistant Director, IRBM	International Tax Administration Seminar (General Tax Course)	1996
28.	Assistant Director, IRBM		1997
29.	Executive Officer (Assessment), IRBM		1998
30.	Deputy Director , IRBM	International Tax Administration Seminar (Advanced Course)	2005
31.	Director, Kota Kinabalu, Branch IRBM		2007
32.	Director , Kuching Branch Office, IRBM		2008
33.	Branch Director, IRBM	International Tax Administration Seminar (Advanced Course) II	2003
34.	Principal Assistant Director ,IRBM of	International Tax Administration Seminar (Senior Course) III	2004
35.	Deputy State Director , Perak State Director Office, IRBM		2006
36.	Assistant Director General, Chief Executive, Director General, IRBM	International Tax Administration Seminar (Advanced Tax Course) II	1998
37.	Senior Assistant Director, Alor Setar Branch, IRBM		1999
38.	Assistant Director, IRBM		2000

	Work Position/Title at the time of training	Course attended	Year
39.	Director of Prosecution , Legal Department, IRBM	Inspections	2005
40.	Principal Assistant Director , Criminal Tax Investigation, IRBM		2005
41.	Investigation & Intelligence Centre, IRBM		2005
42.	Principal Assistant Director, MTA	College Tax Training System	2007
43.	Principal Assistant Director, MTA,		2007
44.	Principal Assistant Director, IRBM		2007
45.	Principal Assistant Director, MTA		2007
46.	Assistant Director, Collection Branch, IRBM		2007
47.	Branch Director , IRBM	Public Tax Education	2005
48.	Director , Management Studies, MTA		2005
49.	Deputy Director General , IRBM		2005
50.	Director , Revenue Management, IRBM		2005
51.	Director , MTA		2005
52.	Deputy Director, Sabah Branch, IRBM	Collection Management	2008
53.	Director, Seremban Branch, IRBM		2008
54.	Principal Assistant Director, Revenue Management Department, IRBM		2008
55.	Principal Assistant Director, Collection Branch, IRBM		2008
56.	Assistant Director, Kuching Branch, IRBM		2008
57.	Director , Integrity Department, IRBM	Service management system of tax collecting inspector	2006
58.	Deputy Director (Branch) , IRBM		2006
59.	Principal Assistant Director , Technical Department, IRBM		2006
60.	Head, Kaningau Branch, IRBM	Long-term trainees (Graduate School of International Corporate Strategy at Hitotsubashi University Graduate School of Public Policy and Taxation)	2001
61.	Principal Assistant Director , Compliance Department, IRBM	E commerce Application	2008
62.	Principal Assistant Director , IT Department, IRBM		2008
63.	Executive Officer , MTA		2008
64.	Principal Assistant Director , Investigation & Intelligence Center, IRBM		2008
65.	Director, Tax Audit Div., Compliance Dept, IRBM		2008

Source: JICA Malaysia office data

d) Japanese experts assistance received by the institution (by number of dispatched)

	Assistance provided	Month/Year	Duration(days)
1.	Tax capacity	Jul 2002	389
2.	Tax capacity	Jul 2003	202
3.	Tax capacity (tax investigation / Public Education Tax)	Feb 2004	529
4.	Transfer pricing (general)	Feb 2005	8
5.	Transfer pricing (mutual consultation)	Feb 2005	8
6.	Small business tax audit (estimated taxes)	Mar 2005	7
7.	Small business tax audit (general)	Mar 2005	7
8.	Tax capacity (tax investigation / Public Education Tax)	Jun 2005	734
9.	International taxation (international tax avoidance schemes)	Dec 2005	8
10.	International taxation (tax treaties)	Dec 2005	8
11.	APA (Application)	Feb 2006	6
12.	Corporate Taxation (method)	Feb 2006	6
13.	Large corporations tax (System)	Feb 2006	6
14.	Transfer Pricing Survey (Applications)	Feb 2006	6
15.	Responding to a malicious taxpayers (Practical)	Mar 2006	6
16.	Responding to a malicious taxpayers (Theory)	Mar 2006	6
17.	Mechanization research methods (practice)	Nov 2006	6
18.	International tax avoidance schemes (theories) (Application)	Dec 2006	7
19.	Tax treaty (theory) (Application)	Dec 2006	8
20.	APA	Feb 2007	6
21.	Transfer Pricing	Feb 2007	6
22.	Taxpayer Services	Mar 2007	6
23.	Treaty	Dec 2007	7
24.	Collection Management (1)	Jan 2008	6
25.	Inspection (1)	Feb 2008	6
26.	Inspection (2)	Feb 2008	6
27.	Research on e-commerce	Mar 2008	6
28.	Survey method for electronic commerce (Case Examples)	Mar 2008	6
29.	Collection Management (1)	Nov 2008	7
30.	Collection Management (2)	Nov 2008	7
31.	Training International Taxation (1)	Nov 2008	5
32.	Training International Taxation (2)	Nov 2008	5
33.	Training International Taxation (3)	Nov 2008	5
34.	Tax education and publicity	Jan 2009	5
35.	Corporate Research Methods	Feb 2009	7
36.	Corporate Research Methods (2)	Feb 2009	7

	Assistance provided	Month/Year	Duration(days)
37.	Inspections (1)	Jun 2009	4
38.	Inspections (2)	Jun 2009	4
39.	Inspections (3)	Jun 2009	4

Source: JICA Malaysia office data

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

1995

2b) Type of MTCP provided

Short-term specialized training – scheduled training

2c) List of cooperation activities conducted by the institution (Training, Dispatch of Seminar Lecturer or Technical Expert)

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
1.	General Tax Administration	MTCP	Albania, Bangladesh, Barbados, Belize, Bhutan, Brunei, Cambodia, Cameroon, Chile, Cuba, Fiji, Gambia, Grenada, Indonesia, Jamaica, Jordan, Kenya, Kyrgyz Republic, Lesotho, Malawi, Mauritius, Mongolia, Morocco, Oman, Pakistan, Papua New Guinea, Philippines, Rwanda, Sierra Leone, Solomon Island, Sri Lanka, St. Kitts and Nevis, Sudan, Tanzania, Thailand, Uganda, Vietnam, Western Samoa, Zambia, Zimbabwe	1995-1997 2007-2008	Average participants: 14
2.	Tax Enforcement	MTCP	Angola, Bangladesh, Barbados, Belize, Bhutan, Brunei, Cambodia, Chile, China, Comoros, Egypt, Indonesia, Jordan, Kenya, Kyrgyz Republic, Lesotho, Mongolia, Morocco, Namibia, Nepal, Pakistan, Peru, Philippines, Republic of Yemen, Rwanda, Seychelles, Sri Lanka, Sudan, Tanzania, Thailand, Timor Leste, Uganda, Uzbekistan, Vietnam, Western Samoa	2007-2008	Average participants: 20
3.	Tax Treaty	MTCP	Algeria, Bangladesh, Bhutan, Botswana, China, Egypt, Fiji, Indonesia, Jamaica, Jordan, Kenya, Lebanon, Lesotho, Malawi, Maldives, Mauritius, Morocco, Myanmar, Namibia, Nepal, Oman, Pakistan, Philippines, Republic of Yemen, Rwanda, Sri Lanka, Sudan, Tanzania, Timor Leste, Turkey, Uganda, Zambia, Zimbabwe	2006-2008	Average participants: 17

Source: Unpublished EPU Data (based on the information available)

4.3.3 Customs Academy Malaysia, Royal Malaysian Customs Department of Malaysia

Institutional Information Sheet (Date as of: 22/11/2009)

Name of Institution: **Customs Academy Malaysia, Royal Malaysian Customs Department of Malaysia**

Related Government Ministry/Department: **Ministry of Finance**

Contact details of Institution (address, tel, fax, email):

Royal Malaysian Customs

Headquarters, Ministry Of Finance Complex, No. 3 Persiaran Perdana, Precinct 2, Federal Government Administrative Centre, 62596 Putrajaya

Tel: 03-8882 2100/2300/2500 (General) Fax: 03-8882 5901/5899

Website: www.customs.gov.my

Royal Malaysian Customs Academy (or AKMAL – Akademi Kastam DiRaja Malaysia)

Peti Surat 160, Bukit Baru, Hang Tuah Jaya, 75730 Melaka, Malaysia

Tel: 06 233 1100 Fax: 06 231 7762

Email: admin@akmal.gov.my

Website: www.akmal.gov.my

Outline and General Information of Organization

a) Brief History

Royal Malaysian Customs

The Customs Union for the Malay Peninsula established in 1946, that is with the formation of the Malayan Union in April, 1946, and the department was given the name Customs and Excise of Malayan Union. Nevertheless, with the dissolution of the Malayan Union in 1948, this department was reorganised. The Customs Department then did not only comprise of those under the Federated Malay States but it also included those under the administration of the Non-Federated Malay States and the Straits Settlements.

In 1948, with the formation of the Federation of Malaya, the Customs and Excise Department were established for the whole of the Malay Peninsula. Under the Customs Ordinance 1952, this department was put under the control of the High Commissioner for Malaya and headed by a Comptroller of Customs as can be found since 1938. This lasted until the country achieved its independence in 1957.

Section 138, Customs Ordinance, 1952 gave the Federation Council power to issue all rules and regulations on Customs affairs. The Customs main area at that time was the whole of the Peninsular of Malaya excluding Penang (to maintain its free port status).

As a result from the formation of the Customs Union in the Malay States in 1948, there was a dire need to boost staff performance to fulfill the needs of the country which was on her way to independence. In 1956 a training center was formed in Bukit Baru, Melaka.

When the Federation of Malaya achieved its independence on 31st August 1957, the organisational structure of the Customs and Excise Department was reshuffled again to fulfill the needs of an independent Malaya. Customs and Excise Department administration was assigned under the Finance Ministry led by a Customs and Excise Comptroller who was responsible to the Finance Minister.

The department was divided into three zones based on three main trading centers. For the Northern Zone the base was in Penang and covered Kedah, Perlis and Perak. The Central Zone was based in Kuala Lumpur and its area encompassed Terengganu, Kelantan and Negeri Sembilan. Lastly, the Southern Zone was comprised of the remaining states of Johor, Pahang, Melaka and the Customs

station in Singapore. Each Zone was led by a Senior Assistant Comptroller of Customs.

In 1995, the Royal Malaysian Customs and Excise Department once again reorganised its structure. At the top level management, the status quo was retained whereby the Director General of Customs, aided by his three deputies, spearheaded the Implementation, Prevention and Management Programme.

Customs Academy Malaysia (AKMAL)

Customs Academy Malaysia (AKMAL) first established in 1956 on an area of 11 acres of land at Jalan Penghulu Abas, Bukit Baru, Melaka. In the early stages it was known as the Federal Customs Training Center consists of two building blocks for the office, classroom and dormitory buildings.

In 1957, this training center changed its name to the Federal Customs Training School which operates Revision courses designed to Customs officers. In 1960 its functions were expanded to train Assistant Superintendent of Customs.

With the award from the Diraja DYMM Seri Paduka Baginda Yang Dipertuan Agong on 2 April 1963, the Federal Customs Training School's name was changed to the Royal Malaysian Customs Training College.

In 1987 the name changed to the name of College Training College, Royal Malaysian Customs along with the increasingly important role. Office building, hostels, lecture rooms have been added and upgraded. Facilities for training, including halls, prayer room, games courts, gymnasium, library and swimming pool developed.

In October 1989, Royal Malaysian Customs Academy was upgraded in line with the Royal Malaysian Customs and capacity development as an Academy.

In 1990, the expansion project involving the construction started AKMAL offices, lecture halls, auditoriums, halls, stadiums, game courts and laboratories. This project was completed in 1991 and inaugurated in 1993.

b) Aims and Objectives

Vision

To be a respected, recognised and world class customs administration

Mission

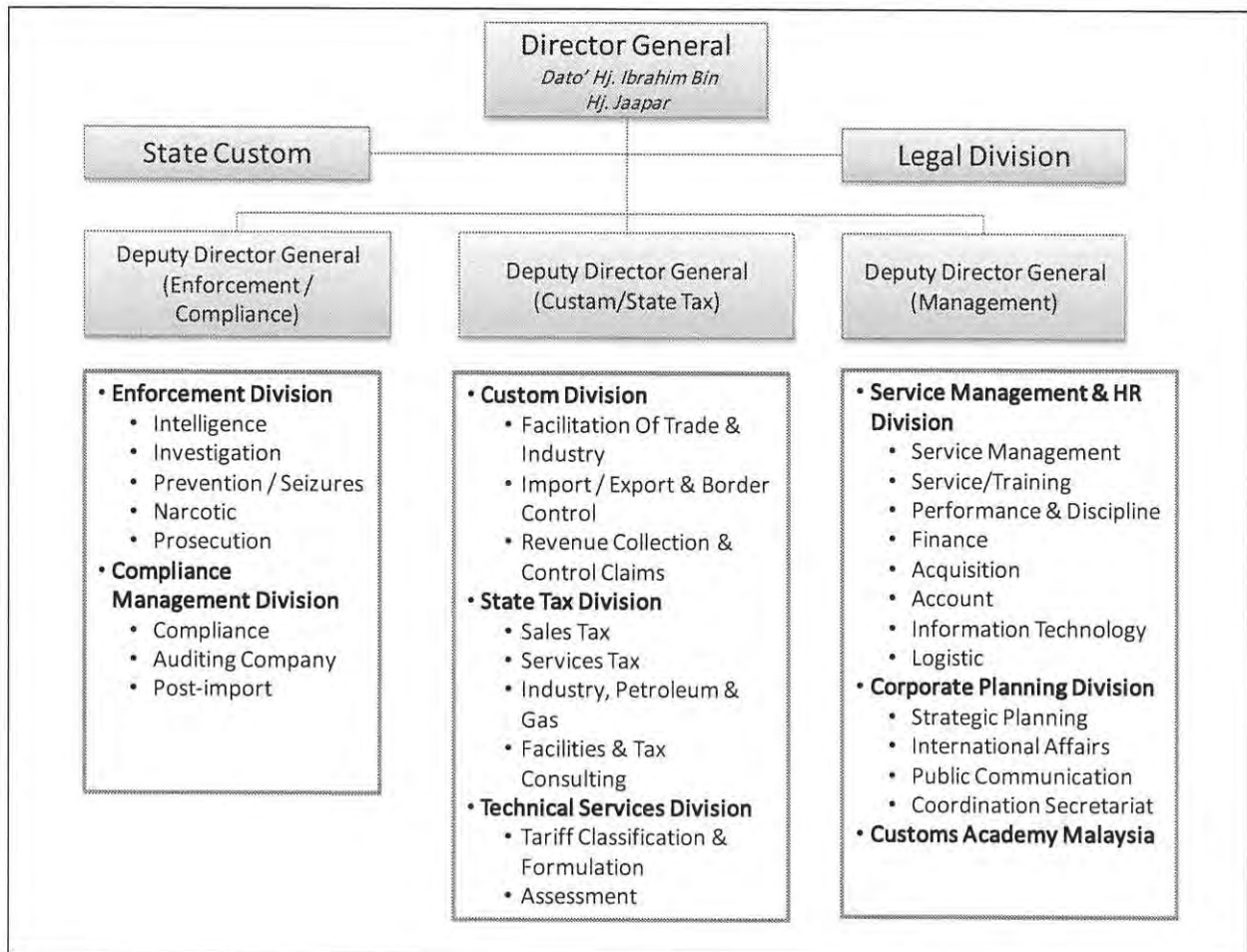
Collecting customs duties and taxes, providing facilitation to trade and industrial sectors and ensuring compliance to legislations in protecting national economic, social and security interests

c) Function and Principal activity

The **Royal Malaysian Customs (RMC)** is the government agency responsible for administrating the nation's indirect tax policy. It aims is to collect revenue efficiently and help the expansion of trade and industry through continuous facilitation whilst enhancing legal compliance in order to safeguard the nation's economic, social and security interest

RMC is responsible for the administration of seven main and thirty-nine subsidiary laws. Besides that, RMC implements eighteen laws for other government agencies.

d) Organization Chart



1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Technical Cooperation Project

<p>Risk Management System</p> <p><u>Period:</u> Jul 2006 – Jul 2008</p> <p><u>Project Goal:</u></p> <p>The introduction of risk management systems will be quickly determine the risk of imported cargo</p> <p><u>Input:</u></p> <p>Japanese Side:</p> <ul style="list-style-type: none"> • 3 experts • Training in Japan • Seminars / workshops <p>Malaysia Side:</p> <ul style="list-style-type: none"> • Counterparts • Office, provision of vehicles
<p>Risk management approach at clearance and post clearance process</p> <p><u>Period:</u> Sep 2008 – Aug 2010</p>

b) Staff sent for training in Japan

	Work Position/Title at the time of training	Course attended	Year
1.	Senior Director of Customs, Head of Customs Station, Free Commercial Zone(Royal Customs Malaysia)	Improve Operational Technology Export Controls In Asia	2004
2.	Superintendent of Customs, Royal Customs Excise Department	Computer (Network Engineer (B))	2000
3.	Senior Assistant Director, Royal Customs Academy of Malaysia	Executive Seminars In Malaysia	1999
4.	Customer Service Supervisor, Semenggoh Nature Reserve, Kuching Sarawak	Malaysia Nature Conservation	2005
5.	Assistant Director, Finance & Human Resource Development Division, Royal Malaysia Customs	Leadership Training For Middle Management Positions	2008
6.	Assistant Director, Post Clearance Audit Division, Royal Malaysia Customs		2008
7.	Head of International Program, Royal Customs Academy	Capacity Building Training Seminars In South-South Cooperation	2007
8.	Superintendent Of Customs, Royal Customs Of Malaysia	Crime Prevention (Advanced) Seminar li	2005
9.	Superintendent of Customs, Customs Department	Crime Prevention (Criminal Justice)	2003
10.	Senior Assistant Director, Technical Service Division., Royal Malaysia Customs	Customs Risk Management	2009

	Work Position/Title at the time of training	Course attended	Year
11.	Assistant Director, Technical Service Div., Royal Malaysia Customs		2009
12.	Superintendent of Customs, Customs Department, Royal Malaysia Customs		2009
13.	Senior Assistant Deputy, Customs Division, Royal Malaysia Customs		2009
14.	Superintendent of Customs, Customs Department	Customs Administration	2002
15.	Superintendent of Custom, Royal Malaysian Customs, Sarawak	Customs Administration II	1996
16.	Assistant Director Of Customs, Royal Customs And Excise Department	Executive Seminar	1996
17.	Customs Superintendent, Royal Customs and Excise Department of Malaysia('80-)	Export Control Practices (In Asia)	1999
18.	Senior Assistant Director of Customs, Royal Customs & Excise Department		2001
19.	Superintendent of Customs / Royal Customs Malaysia	Drug Administrative Officer Training	2006

Source: JICA Malaysia Office data

c) Japanese experts assistance received by the institution (by number of dispatched)

	Assistance provided	Month/Year	Duration
1.	Risk Management in Customs Clearance	Sep 2008	730
2.	Risk Management in Customs	Mar 2009	7
3.	Risk Management	Mar 2009	7

Source: JICA Malaysia Office data

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

2003

2b) Type of MTCP provided

Short-term specialized training – scheduled training
Short-term specialized training – customized training

**2c) List of cooperation activities conducted by the institution
(Training, Dispatch of Seminar Lecturer or Technical Expert)**

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
1.	The Malaysian Chief Secretary General Fellowship Programme For Senior Officers Of Customs	MTCP	Bolivia, Eqypt, Fiji, Indonesia, Jordan, Lebanon, Malawi, Mongolia, Pakistan, Palestine, Republic of Yemen, Sri Lanka, Sudan, Syria	2009	Participants: 14

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
2.	International Course For Senior Officers Customs On Sharing Of Good Practices On Customs Procedures And Facilitation	MTCP	Cambodia, Egypt, Fiji, Gambia, Indonesia, Jordan, Malawi, Maldives, Mongolia, Pakistan, Palestine, Republic of Yemen, Singapore, Sri Lanka, Sudan, Syria, Tanzania, Timor Leste	2009	Participants: 19
3.	International Course For Senior Officers Of Customs On Commercial Fraud	MTCP	Cambodia, Cote D'Ivoire, Cuba, Egypt, Fiji, Indonesia, Jordan, Lesotho, Malawi, Maldives, Mauritius, Palestine, Peru, Singapore, Sri Lanka, Swaziland, Thailand, Uganda, Zambia, Zimbabwe	2009	Participants: 22
4.	International Course For Senior Officers Of Customs On Travellers Management	MTCP	Bhutan, Chile, Fiji, Indonesia, Jordan, Kyrgyz Republic, Malawi, Maldives, Mauritius, Mongolia, Myanmar, Nigeria, Pakistan, Seychelles, South Africa, Sri Lanka, Syria, Uzbekistan, Zambia	2009	Participants: 19
5.	International Course For Senior Officers Of Customs On Narcotic Identification And Narcotic Law Enforcement	MTCP	Azerbaijan, Chile, Cote D'Ivoire, Fiji, Indonesia, Jordan, Lao PDR, Lesotho, Libya, Madagascar, Malawi, Maldives, Mauritius, Mongolia, Myanmar, Pakistan, Papua New Guinea, South Africa, Sri Lanka, Thailand	2009	Participants: 20
6.	Attachment Program on CEPT Products and Procedures 2	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2006	Participants: 20
7.	Attachment Program on Sharing Good Practices on Customs Procedures and Facilitations	MTCP	Algeria, Bhutan, Bolivia, Cameroon, China, Colombia, Egypt, Gambia, Indonesia, Jordan, Lao PDR, Maldives, Mauritius, Myanmar, Pakistan, Saudi Arabia, Seychelles, Sri Lanka, Sudan, Tajikistan, Uganda, Vietnam, Zimbabwe	2006	Participants: 23
8.	Attachment Programme On CEPT Products And Procedures	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2005	Participants: 24
9.	Attachment Programme Senior Officer Of Customs Study Tour To Malaysia	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2005	Participants: 24
10.	Attachment Programme Senior Officer Study-Tour on The WCO Post-Clearance Audit	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2006	Participants: 24
11.	Attachment Programme (International): Sharing Good Practice On Customs Procedure And Facilitations	MTCP	Brunei, Cambodia, China, India, Indonesia, Iran, Jordan, Kyrgyz Republic, Lao PDR, Malawi, Maldives, Mongolia, Myanmar, Pakistan, Peru, Sri Lanka, Thailand, Timor Leste, Uzbekistan, Vietnam, Zimbabwe	2004	Participants: 21
12.	Attachment Programme (International): Sharing Good Practices On Customs Procedures And Facilitation	MTCP	Bosnia and Herzegovina, Brunei, China, Egypt, Gambia, India, Indonesia, Iran, Jordan, Lao PDR, Malawi, Mauritius, Mexico, Mongolia, Myanmar, Pakistan, Singapore, Sri Lanka, Syria, Thailand, Timor Leste, Tonga, Turkey, Uzbekistan	2005	Participants: 24
13.	Attachment Programme for the CLMV Senior Officers of Customs on Customs's™ Automation	MTCP	Lao PDR, Myanmar	2007	Participants: 10

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
14.	Attachment Programme for the OIC Senior Officers of Customs on Sharing of Good Practices on Customs Procedures and Facilitations	MTCP	Egypt, Indonesia, Iran, Kyrgyz Republic, Maldives, Nigeria, Republic of Yemen, Sudan, Tajikistan, Uzbekistan	2007	Participants: 12
15.	Attachment Programme for the Senior Officers of CLMV's Customs / Issuing Body of Certificate of Origin on CEPT Products and Procedures	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste	2007	Participants: 20
16.	Attachment Programme On CEPT Products And Procedures	MTCP	Myanmar, Vietnam	2003	Participants: 6
17.	Attachment Programme On Cept Products And Procedures	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2004	Participants: 25
18.	Attachment Programme; Senior Level Customs Officer Study Tour To Malaysia	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2003	Participants: 18
19.	Attachment Programme; Senior Level Customs Officer Study Tour To Malaysia	MTCP	Cambodia, Lao PDR, Myanmar, Timor Leste, Vietnam	2004	Participants: 21
20.	Chief Secretary General Fellowship Programme for Senior Officers of Customs	MTCP	Indonesia, Malawi, Myanmar, Pakistan, Philippines, Republic of Yemen, Saudi Arabia, Seychelles, Sri Lanka, Sudan	2007	Participants: 10
21.	Commercial Fraud (Int.) Course	MTCP	Papua New Guinea	2003	Participants: 1
22.	Commercial Fraud (International) Course	MTCP	Bhutan, Bosnia and Herzegovina, Brunei, Cambodia, China, Croatia, Egypt, Ethiopia, Fiji, Gambia, India, Indonesia, Jordan, Kyrgyz Republic, Lao PDR, Malawi, Maldives, Mauritius, Mongolia, Myanmar, Nepal, Pakistan, Palau, Peru, Saudi Arabia, Seychelles, Singapore, South Africa, Sri Lanka, Sudan, Syria, Tajikistan, Tanzania, Thailand, Timor Leste, Tuvalu, Uganda, Uruguay, Uzbekistan, Vietnam, Zimbabwe	2004-2006	Participants: 22-25
23.	International Course for Senior Officers of Customs on Commercial Fraud	MTCP	Brunei, Cameroon, China, Egypt, Indonesia, Jordan, Lesotho, Malawi, Maldives, Mongolia, Myanmar, Nepal, Nigeria, Pakistan, Seychelles, Singapore, South Africa, Sri Lanka, Sudan, Tonga, Uruguay, Uzbekistan	2007	Participants: 22
24.	International Course for Senior Officers of Customs on Narcotic Identification and Narcotic Law Enforcement	MTCP	Bangladesh, Bhutan, Brunei, Cameroon, Egypt, Fiji, India, Kyrgyz Republic, Lebanon, Lesotho, Malawi, Maldives, Mongolia, Myanmar, Namibia, Nepal, Nigeria, Pakistan, Philippines, Saudi Arabia, Sri Lanka, Sudan, Tanzania, Uzbekistan	2007	Participants: 25

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
25.	International Course for Senior Officers of Customs on Passenger	MTCP	Brunei, Cameroon, Chile, China, Egypt, Fiji, India, Indonesia, Iran, Kyrgyz Republic, Malawi, Maldives, Mauritius, Myanmar, Nepal, Nigeria, Pakistan, Papua New Guinea, Peru, Saudi Arabia, Seychelles, Sri Lanka, Tonga, UAE, Uzbekistan, Zimbabwe	2007	Participants: 26
26.	International Course Customised For Senior Officers Of The Organization Of Islamic Conference (OIC) On Sharing Of Good Practices On Customs Procedures And Facilitation	MTCP	Albania, Azerbaijan, Egypt, Indonesia, Jordan, Kyrgyz Republic, Maldives, Tajikistan, Turkey	2008	Participants: 13
27.	International Course For Senior Officers Of Customs On Commercial Fraud	MTCP	Bangladesh, Bhutan, Brunei, Cameroon, Egypt, Fiji, Indonesia, Jordan, Lesotho, Malawi, Mexico, Mongolia, Myanmar, Nepal, Nigeria, Philippines, Seychelles, Singapore, Timor Leste, Turkey, Uganda	2008	Participants: 22
28.	International Course For Senior Officers Of Customs On Narcotic Identification And Narcotic Law Enforcement	MTCP	Bangladesh, Brunei, Chile, Indonesia, Jordan, Malawi, Mongolia, Nepal, Pakistan, Palau, Papua New Guinea, Philippines, Saudi Arabia, South Africa, Sri Lanka, Swaziland, Timor Leste, Turkey, Uganda, Vietnam, Zimbabwe	2008	Participants: 21
29.	International Course For Senior Officers Of Customs On Travelers Management	MTCP	Bangladesh, Cambodia, Chile, China, Cuba, Fiji, India, Indonesia, Madagascar, Malawi, Maldives, Mongolia, Nigeria, Palau, Papua New Guinea, Peru, Saudi Arabia, Seychelles, South Africa, Sri Lanka, Syria, Timor Leste, Trinidad Tobago, Uganda, Zimbabwe	2008	Participants: 25
30.	The Malaysian Chief Secretary General Fellowship Programme For Senior Officers Of Customs	MTCP	Albania, Bhutan, Cambodia, Egypt, Fiji, Kiribati, Malawi, Maldives, Mongolia, Seychelles, Solomon Island, South Africa, Sri Lanka, Timor Leste, Turkey, Zimbabwe	2008	Participants: 16
31.	Narcotic Identification And Narcotic Law Enforcement (Int.) Course	MTCP	Bhutan, Cambodia, China, Gambia, Malawi, Maldives, Mongolia, Myanmar, Nepal, Pakistan, Saudi Arabia, Seychelles, Solomon Island, Sri Lanka, Timor Leste	2003	Participants: 15
32.	Narcotic Identification and Narcotic Law Enforcement (International) Course	MTCP	Argentina, Bhutan, Bolivia, Brunei, Cambodia, Cameroon, China, Cuba, Egypt, Ethiopia, Fiji, Gambia, India, Indonesia, Iran, Iraq, Jordan, Lao PDR, Malawi, Maldives, Mongolia, Myanmar, Nepal, Pakistan, Papua New Guinea, Peru, Philippines, Saudi Arabia, Seychelles, Sierra Leone, Solomon Island, Sri Lanka, Sudan, Syria, Tajikistan, Tanzania, Thailand, Timor Leste, Turkey, Uganda, Uzbekistan, Vietnam, Zambia, Zimbabwe	2004-2006	Participants: 22-27

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
33.	Passenger Examination (International) Course	MTCP	Albania, Argentina, Bhutan, Bolivia, Brunei, Cambodia, Cameroon, China, Cuba, Egypt, Fiji, Gambia, India, Indonesia, Iraq, Jordan, Kazakhstan, Kenya, Kiribati, Lao PDR, Lesotho, Malawi, Maldives, Micronesia, Mongolia, Myanmar, Nepal, Nigeria, Pakistan, Papua New Guinea, Republic of Yemen, Saudi Arabia, Seychelles, Solomon Island, South Africa, Sri Lanka, Sudan, Syria, Thailand, Timor Leste, Uganda, Uruguay, Uzbekistan, Vietnam, Zambia, Zimbabwe	2004-2006	Participants: 22-25
34.	Seminar (International) On Effective Approach In Passenger Examination	MTCP	Brunei, Jordan	2003	Participants: 2
35.	Seminar (International) On Risk Assessment, Profiling And Selectivity (targeting)	MTCP	Brunei, Fiji, Indonesia, Kenya, Malawi, Maldives, Myanmar, Pakistan, Papua New Guinea, Sri Lanka, Sudan, Timor Leste, Uganda, Vietnam	2003	Participants: 14
36.	Training Management (Int.) Course	MTCP	Cambodia, Cameroon, Iran, Malawi, Maldives, Mongolia, Myanmar, Nepal, Pakistan, Saudi Arabia, Seychelles, Solomon Island, Sri Lanka, Uganda	2003	Participants: 14
37.	Training Management (International) Course	MTCP	Bhutan, Brunei, Cambodia, China, Egypt, Fiji, Gambia, India, Indonesia, Iran, Jordan, Kazakhstan, Kyrgyz Republic, Lao PDR, Lebanon, Malawi, Maldives, Mauritania, Mauritius, Mongolia, Myanmar, Pakistan, Palau, Philippines, Saudi Arabia, Seychelles, South Africa, Sri Lanka, Sudan, Tanzania, Thailand, Timor Leste, Uganda, Uzbekistan, Vietnam	2004-2006	Participants: 23-25

Source: Unpublished EPU Data (based on the information available)

4.3.4 Bank Pembangunan Malaysia Berhad (BPMB)

Institutional Information Sheet (Date as of: 5/11/2009)

Name of Institution: **Bank Pembangunan Malaysia Berhad (BPMB)**

Related Government Ministry/Department: **Ministry of Finance**

Contact details of Institution (address, tel, fax, email):

Bank Pembangunan Malaysia Berhad

Menara Bank Pembangunan, Bandar Wawasan, No.1016, Jalan Sultan Ismail, 50250 Kuala Lumpur

Tel: 603-2611 3888 Fax: 603-26928250

Website: <http://www.bpmb.com.my>

President/Group Managing Director: En. Zafer Hashim

Chief Operating Officer: En. Jamaluddin Nor Mohamad

Outline and General Information of Organization

a) Brief History

Bank Pembangunan Malaysia Berhad was incorporated in November 1973 under the name of Bank Pembangunan Malaysia Berhad and begun its operation in June 1974. Its mandated role then was to assist entrepreneurs involved in small and medium industries through the provision of various financing facilities; training and advisory services particularly to Bumiputera entrepreneurs. The objective then was to increase the participation and involvement of the Bumiputera community.

In December 1998, Bank Pembangunan was entrusted with another important role of providing financing for infrastructure projects, particularly Government backed projects. In conjunction with this, the name was changed to Bank Pembangunan & Infrastruktur Malaysia Berhad (BPIMB). In early 2002, the bank was also authorized to offer corporate advisory and underwriting services to companies, which engaged in development of infrastructure projects.

In 2005, following the rationalization exercise initiated by the Government, the function of BPIMB and another Development Financial Institution - Bank Industri & Teknologi Malaysia Berhad were rationalized resulting in the formation of Bank Perusahaan Kecil & Sederhana Malaysia Berhad (SME Bank) as the wholly owned subsidiary of Bank Pembangunan.

As a result of the rationalization, Bank Pembangunan was mandated to provide medium to long term credit facilities to finance infrastructure projects, maritime, high-technology and capital intensive industries in manufacturing as well as other identified sectors in line with the country's development policy. Whereas SME Bank's mandated role is to assist the development of Malaysia's small and medium-sized enterprises (SME), through the provision of various financing facilities and advisory services. In line with the exercise, Bank Pembangunan once again changed its name to Bank Pembangunan Malaysia Berhad on 30 September 2005. In April 2008 SME Bank was separated from Bank Penbanguan and became a wholly owned subsidiary of the Minister of Finance Incorporated.

b) Aims and Objectives

Mission Statement

Building a progressive development financial institution, providing specialised financing and advisory services to the priority and growth sectors.

c) Function and Principal activity

Infrastructure Financing

BPMB's financing of infrastructure projects is centred on seven (7) target sectors:

- Utilities (Energy, Water, Sewerage)
- Transportation (Inland, Air)
- Area Development (Public / Commercial, Industrial)
- Tourism (Theme Tourism, Convention / Business Centres, Hotels / Resorts / Service Apartments / Villas, Marina)
- Road / Highways (Toll Road, Federal Road, Trunk Road, City Road, Bridges)
- Port (Inland, Sea, Warehouse/ Logistic Hub)
- Community, Social & Public Services (Education, Health (excluding Health Tourism), Flood Mitigation)

Maritime Financing

Financing to maritime sectors include shipping, shipyard as well as other maritime related activities. The objective of the financing is to assist and enhance Malaysian shipping capabilities, increasing the efficiency and productivity of local ports, inland storage service and transportation system.

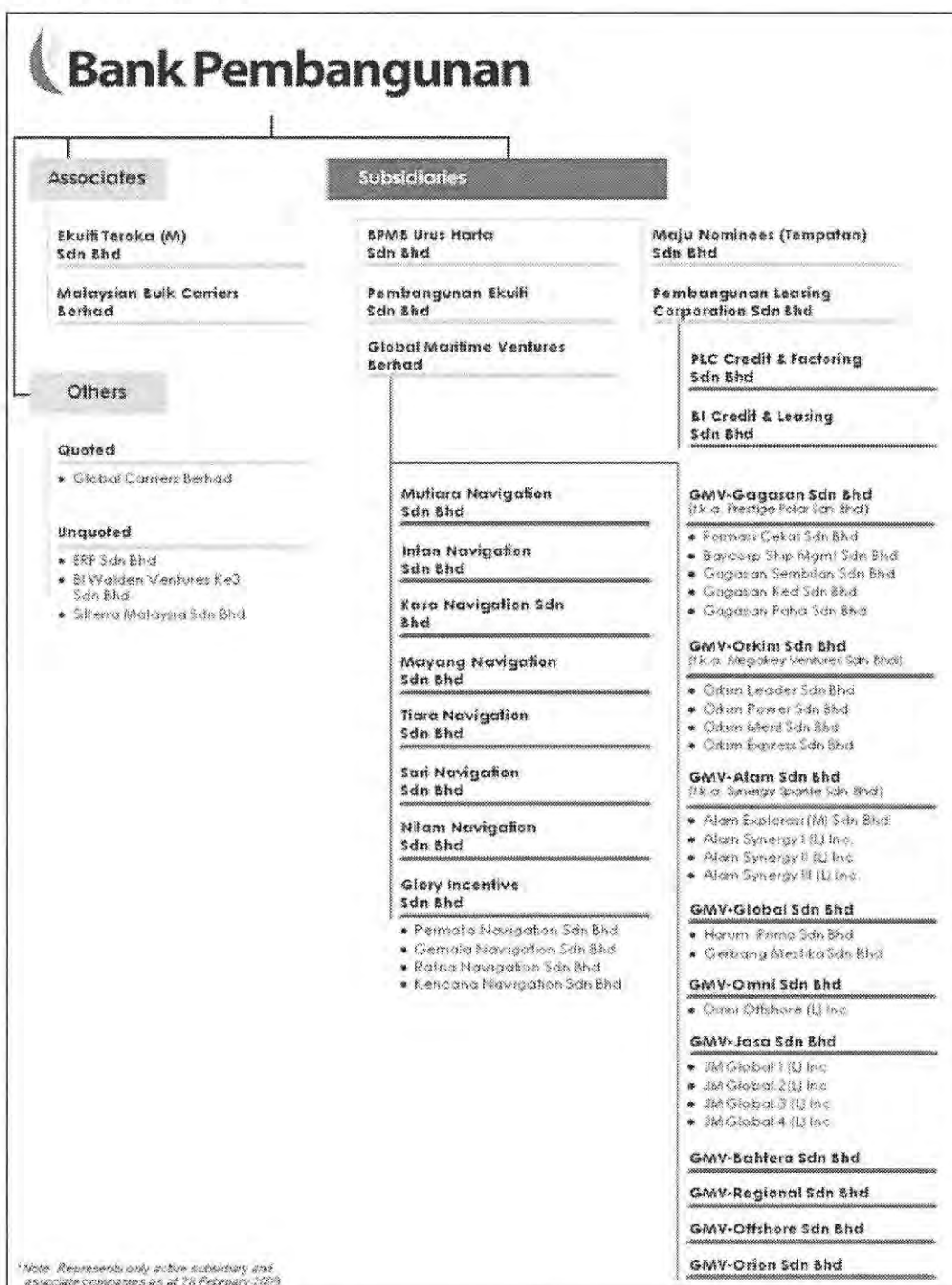
High Technology

BPMB also provide financing to the High Technology sector to assist in the purchasing of plant, machinery, equipment and construction of factory buildings in relation to the development of the high technology based activities - Advanced Manufacturing, Environmental Conservation, ICT, Biotechnology.

d) Description of organizational structure and facilities

- **Bank Pembangunan Malaysia Berhad (BPMB)** is a development financial institution (DFI) owned by the Malaysian Government through the Minister of Finance Inc. The Bank is mandated to provide medium to long term financing to capital-intensive industry, which include infrastructure projects, maritime and high technology sectors.
- In addition to the provision of financing, the Bank has also made a number of strategic investments and amongst them are Global Maritime Ventures Berhad (GMV) and Pembangunan Leasing Corporation Sdn Bhd (PLC) in order to complement its business operations.

e) Corporate Structure



*Note: Represents only active subsidiary and associate companies as at 26 February 2019

Source: http://www.bpmb.com.my/web/quest/corporate_structure

f) Description of specialized fields with the contents of activity

<p>Project Finance</p> <p>Project finance for long-term capital-intensive projects whereby the source of financing repayment is solely based on the cash flow generated from the project. The financing is normally extended to a Special Purpose Vehicle and has no or very limited recourse on the promoter.</p>
<p>Contract Finance</p> <p>Contract finance is a short to medium term financing offered to contractors, who have been awarded</p>

contracts to construct and complete infrastructure projects under progress payment arrangement.

Deferred Payment Loan

Deferred payment loan is a medium-term financing offered to contractors, who have been awarded contracts to construct and complete infrastructure projects under deferred payment concept. The financing is designed to bridge the gap between the period of completion and the actual payment made by the government to the contractor.

Private Finance Initiative

Private Finance Initiative (PFI) is a scheme designed to support the government's efforts to improve the quality of services of public facilities. The scheme provides financing for private sector investors in completing the PFI projects awarded by the government.

Structured Finance

Structured Finance is a medium to long-term financing offered to eligible customers in which the consideration would be based on the combination of the viability of the project to be undertaken as well as the financial strength of the promoter. The financing is to assist the customers in the construction of building and acquisition of assets.

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Loan Assistance

Small and Medium Scales Industry Promotion Program
Fund for Small and Medium Scale Industries

b) Technical Cooperation Project

<p>Institutional Capacity Building on Infrastructure Finance in Malaysia</p> <p><u>Overall Goal</u> Malaysia, in particular relating to BPIMB capacity will be strengthened in the financial infrastructure.</p> <p><u>Project Goals</u> BPIMB ability to improve financing and risk management system has improved project management systems in the financial services infrastructure.</p> <p><u>Input</u> Japanese side:</p> <ul style="list-style-type: none"> • Short Term experts 8 about 7 times • Trainee received: 27 in 2004, 10 in 2005 <p>Malaysia side:</p> <ul style="list-style-type: none"> • Task Force (C / P team, working team) to establish and operate equipment for work • Budget for provision of appropriate space (training (domestic, national training site), seminars / workshops held etc.), • coordination with other agencies in Malaysia (including the establishment and operation of the Joint Coordinating Committee)
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c) Staff sent for training in Japan

	Work Position/Title at the time of training	Course attended	Year
1.	Branch Manager, BPIMB	Development Finance (Two-Step Loan For SMEs) (Yen Loan Project Coordination)	2001
2.	Manager of Human Resource Section, BPIMB	Knowledge Creation Seminars Asia	2004
3.	Senior Officer, Project Finance Dept., BPIMB	Malaysia Finance Infrastructure Techniques Project	2001
4.	Senior Project Officer, Project Finance Dept., BPIMB		2001
5.	Project Officer, BPIMB		2002
6.	Senior Officer, BPIMB		2002
7.	Officer, Project Finance Dept., BPIMB		2003
8.	Senior Officer, Contract Financing Section, BPIMB		2003
9.	President, Managing Director, BPIMB		2004
10.	Vice President, Head Sector, BPIMB		2004

	Work Position/Title at the time of training	Course attended	Year
11.	Vice President, BPIMB		2004
12.	A.V.P. Finance Project, BPIMB		2004
13.	Assistant Vice President, Head of Corporate Planning Department, BPIMB		2004
14.	Manage the Corporate Finance Department, BPIMB		2004
15.	Chairman, BPIMB		2004
16.	Vice President of Corporate Management Sector, BPIMB		2004
17.	Assistant Vice President, BPIMB		2004
18.	Board Director, BPIMB		2004
19.	Vice President, Head of Services Sector, BPIMB		2004
20.	Acting Assistant Vice President, BPIMB		2005
21.	Manager, BPIMB		2005
22.	Head of Department, BPIMB		2005
23.	Section Manager, BPIMB		2005
24.	Manager, Finance Project Supervision Section, BPIMB		2005
25.	Executive, BPIMB		2005
26.	Manager, Project Initiation Section, BPIMB	SMEs Advisory services	2004
27.	Head of Marketing and Credit Unit, BPIMB	SMES Diagnostic II	2001

Source: JICA Malaysia office Data

d) Japanese experts assistance received by the institution

	Assistance provided	Month/Year	Duration
1.	Team Leader	June 2004	7 times of dispatches
2.	Risk Management System Of The Bank	June 2004	7 times of dispatches
3.	Project Risk Evaluation	June 2004	6 times of dispatches
4.	Project Risk Evaluation	June 2004	6 times of dispatches
5.	Project Risk Evaluation	June 2004	2 times of dispatches
6.	Project Risk Evaluation	June 2004	2 times of dispatches
7.	Project Risk Evaluation	June 2004	2 times of dispatches
8.	Human resource development & Organisational improvement	June 2004	8 times of dispatches
9.	Operational Strategy	June 2004	5 times of dispatches
10.	Operational Strategy	May 2005	2 times of dispatches
11.	Organisational Improvement & Operational Strategy	Feb 2005	3 times of dispatches
12.	Coordinator	June 2004	5 times of dispatches
13.	Coordinator	May 2005	2 times of dispatches
14.	Instructors For The Seminar On Infrastructure Finance	Oct 2004	4 days
15.	Instructors For The Seminar On Infrastructure Finance	Oct 2004	3 days

	Assistance provided	Month/Year	Duration
16.	Instructors For The Seminar On Infrastructure Finance	Oct 2004	5 days
17.	Instructors For The Seminar On Infrastructure Finance	Oct 2004	3 days
18.	Instructors For The Seminar On Infrastructure Finance	Oct 2004	4 days
19.	Instructors For The Seminar On Infrastructure Finance	Sept 2004	17 days
20.	Instructor For Risk Management Seminar	May 2005	5 days
21.	Instructor For Risk Management Seminar	May 2005	5 days
22.	Capacity Strengthening For Establishing Trainer's Training System In BPIMB On Infrastructure Project Finance Skills	Sept 2005	7 days
23.	Capacity Strengthening For Establishing Trainer's Training System In BPIMB On Infrastructure Project Financial Modelling Skills	Aug 2005	4 days

Source: JICA, Terminal Evaluation of Institutional Capacity Building on Infrastructure Finance in Malaysia

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

Not applicable

4.4 Ministry of Foreign Affairs

The Ministry of Foreign Affairs (MOFA) is a government agency which has been given the mandate and responsibility for conducting Malaysia's foreign relations with other countries. This includes matters related to political relations, economic affairs, security matters, social and cultural promotion. The Ministry is responsible for:

- Managing bilateral, regional and multilateral relations with foreign countries and international organisations. These relations embody political, economic and cultural matters;
- Promoting trade and investment with foreign countries;
- Disseminating information to project the country's image;
- Providing supporting activities including service, general administration, finance, consular, security and communications.

MOFA has two agencies under its ambit – the Institute of Diplomacy and Foreign Relations (IDFR) and the Southeast Asia Regional Centre for Counter-Terrorism. Both agencies participate in TCTP with JICA.

Institute of Diplomacy and Foreign Relations (IDFR)

IDFR was first established in 1991 under the Prime Minister's Department. The institute was set up to provide basic training for future diplomats of Malaysia and selected developing countries, as well as to provide follow-up training for those officers already in the diplomatic service. In 2004, IDFR officially became part of the Ministry of Foreign Affairs.

Southeast Asia Regional Centre for Counter-Terrorism (SEARCCT)

Established in 2003, SEARCCT serves as a major Centre in the region to train and build the capacity of enforcement and security officials from Governments in the region and beyond, with collaboration with other Governments and international organizations. The Centre not only promotes capacity building in the region, but also showcases Malaysia's perspective on the most effective means of dealing with the issue of terrorism.

Institutional Information Sheets

4.4.1 Institute of Diplomacy and Foreign Relations (IDFR)

Institutional Information Sheet (Date as of: 22/11/2009)

Name of Institution: **Institute of Diplomacy and Foreign Relations (IDFR)**

Related Government Ministry/Department: **Ministry of Foreign Affairs (MOFA)**

Contact details of Institution (address, tel, fax, email):

Institute of Diplomacy & Foreign Relations (IDFR)

Ministry of Foreign Affairs, Jalan Wisma Putra, 50460 Kuala Lumpur, Malaysia.

Tel: 03-2149 1000

Fax: 03- 2144 5640

E-mail: info@idfr.gov.my

Name and position of the person in charge: **Tan Sri Hasmy Agam**(Executive Chairman)

Contact detail of the person in charge: Tel: 03-2149 1002

Fax: 03-2144 5640

Email: hasmy@idfr.gov.my

a) Brief History

IDFR was set up with the primary aim of providing formal basic, mid-career and higher level training to Malaysian Foreign Service officers. The Institute is an agency under the Ministry of Foreign Affairs.

IDFR's Training Division carries out training programmes mainly for current and future diplomats, locals and foreigners, which is the core function of IDFR. The supplementary function is to train government officers from other Ministries/Agencies/Departments who are keen to upgrade their knowledge, skills and professionalism in fields related to their work as well as interest.

The training programmes are practitioner-oriented and are aimed at equipping officers with the skills and knowledge to meet the challenges they face in the conduct of their professional duties. The Institute provides training in two broad areas—diplomacy and foreign relations, as well as foreign languages

The Academic Studies, Research & Publication Division conduct activities on academic and scholarly aspects of diplomacy and foreign relations and its main purpose is to organise and implement short as well as long-term research projects. Apart from such studies, the Division acts as the publishing arm of IDFR both with regard to routine ones such as IDFR's Annual Report and other yearly publications as well as the results of its research work. The IDFR's Journal of Diplomacy and Foreign Relations has been managed by the Division since its launch in 1999 and a new series of Occasional Papers was begun in 2008

The Language Division provides language training in English, French, Spanish, Arabic and the Malay language (Bahasa Melayu). These programmes are aimed at developing the linguistic knowledge and skills of officials of the Malaysian Foreign Service as well as other ministries, government departments and agencies.

b) Aims and Objectives

Vision

To be the regional focal point and centre of excellence for diplomatic training and research in diplomacy and international studies

Mission

- To develop a corps of diplomatic officers who will be able to assertively promote and defend the

country's national interests in keeping with the ever increasing pace and breadth of modern day diplomacy resulting global changes.

- To equip officers with in-depth knowledge, professional skills and the right attitude required in the conduct of foreign relations.
- To prepare diplomat and officers from other agencies and Ministries (including spouses) about realities working abroad by conducting customized courses.

Source: <http://www.idfr.gov.my/>

c) Function and Principal activity

- To manage and conduct quality training programmes in the fields of diplomacy, international relations and foreign languages as scheduled in the IDFR prospectus
- To inform successful course applicants at least two weeks before the course begins
- To offer reference and loan services of various up-to-date resource materials in the fields of diplomacy, international relations and foreign languages
- To ensure all facilities and services are available

d) Description of organizational structure and facilities

Divisions under IDFR

- Training Division
- Academic Studies, Research & Publication Division
- Language Division
- Corporate and Management Services Division
- Public Affairs Section
- Administration, Human Resource & Finance Section
 - The Division is responsible for matters relating to the administration and finance of the Institute, including basic housekeeping of the hostel, lecture rooms and dining rooms, and maintenance of all equipment and transport facilities of the Institute.
- ICT & Library Section

Facilities

Since 1 March 2006, IDFR has relocated to the heart of the capital city of Kuala Lumpur at the former premises of the Ministry of Foreign Affairs, Malaysia. The present site is also that of the official residence of Malaysia's Father of Independence and first Prime Minister, Tunku Abdul Rahman, when he was Chief Minister of the Federation of Malaya.

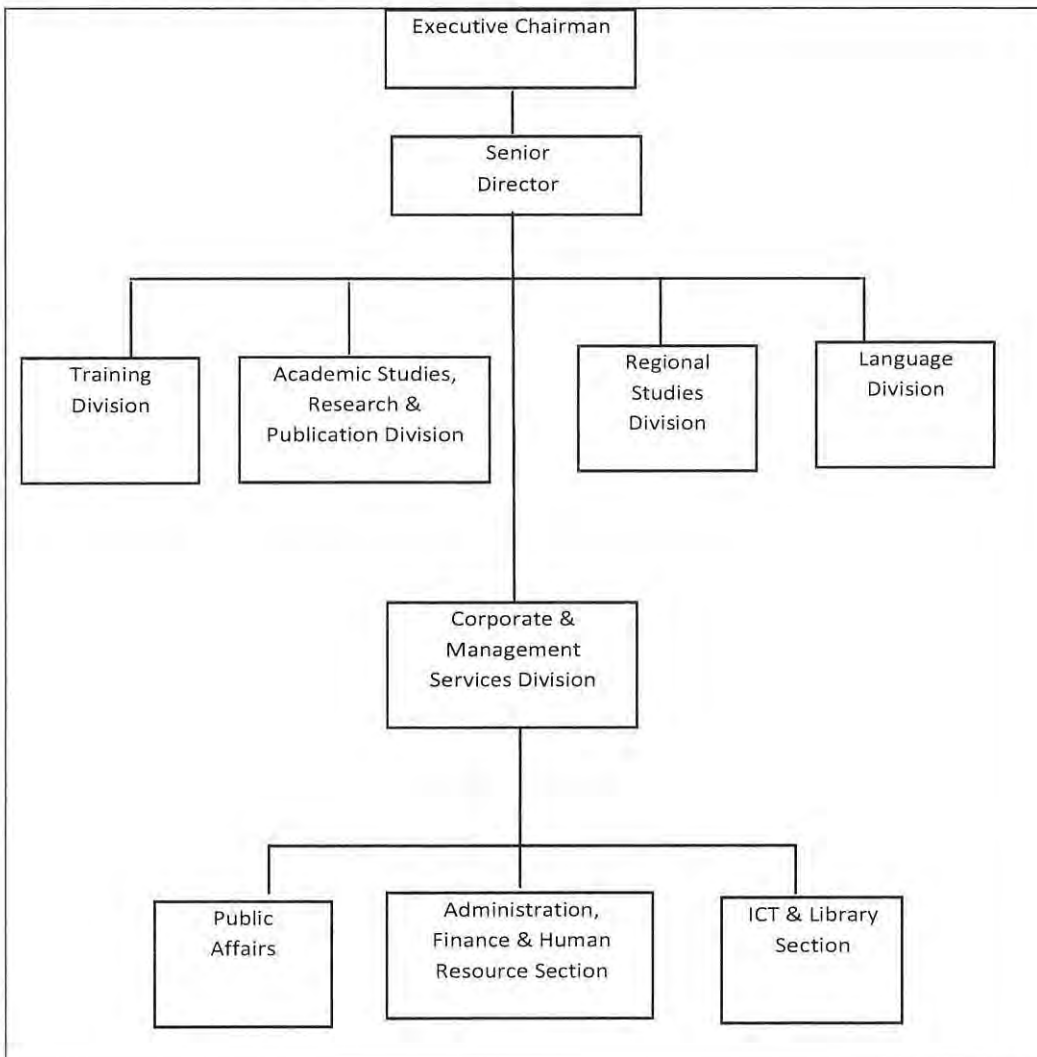
IDFR's campus has the following facilities:

- A fully-equipped, award-winning library complete with self-access learning resources
- A new auditorium which can accommodate up to 250 people, with PA and theatre lighting systems
- Prayer room capable of holding 100 people
- VIP waiting room
- Gallery
- Several meeting rooms including a Treaty Room with a maximum capacity of 50 people
- Fully-equipped language labs
- Training or lecture rooms, 12 in total, equipped with built-in whiteboards, PA systems and projectors

- A dining hall able to accommodate 120 people
- 60 hostel rooms of international standard, inclusive of ten suites. The hostel building has two dining areas, one for 50 people and the other for 100 people in the event of functions. It also comes equipped with a prayer room and a laundry room
- A 500-person multipurpose hall
- Separate gymnasiums for men and women complete with shower facilities and lockers
- Badminton and squash courts
- An outdoor tennis court
- An outdoor swimming pool

Source: <http://www.idfr.gov.my/>

e) Organization Chart



f) Description of specialized fields with the contents of activity

IDFR's **Training Division** is headed by a Director who is assisted by four Deputy Directors and four Assistant Directors. The division carries out training programmes mainly for current and future diplomats, locals and foreigners, which is the core function of IDFR. The supplementary function is to train government officers from other Ministries/Agencies/Departments who are keen to upgrade their knowledge, skills and professionalism in fields related to their work as well as interest.

The **Academic Studies, Research & Publication Division** is responsible for conducting a variety of functions concerned with the academic and scholarly aspects of diplomacy and foreign relations and its main purpose is to organise and implement short as well as long-term research projects. Apart from such studies, the Division also acts as the publishing arm of IDFR both with regard to routine ones such as IDFR's Annual Report and other yearly publications as well as the results of its research work. The IDFR's Journal of Diplomacy and Foreign Relations has been managed by the Division since its launch in 1999 and a new series of Occasional Papers was begun in 2008.

The **Language Division**, headed by a Director who is assisted by assistant-directors of English and Foreign Languages, provide language training in English, French, Spanish, Arabic and the Malay language (Bahasa Melayu). These programmes are aimed at developing the linguistic knowledge and skills of officials of the Malaysian Foreign Service as well as other ministries, government departments and agencies.

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Third Country Training Programme

Diplomatic Training Course for East Timor Officials, 2001
Seminar on ASEAN Affairs for East Timor Officials, 2001

b) Staff sent for training in Japan

	Work Position/Title at the time of training	Course attended	Year
1.	Programme Coordinator, Institute of Diplomacy and Foreign Relations (IDFR)	ASEAN Quality System Standards	2003
2.	Deputy Director, Institute of Diplomacy and Foreign Relations (IDFR)	Capacity Building Training Seminars In South-South Cooperation	2007

Source: JICA Malaysia Office Data

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

2007

2b) Type of MTCP provided

Short-term specialized training – scheduled training
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2c) List of cooperation activities conducted by the institution (Training, Dispatch of Seminar Lecturer or Technical Expert)

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
1.	Course On Multilateral Diplomacy	MTCP	Albania, Algeria, Cambodia, Chile, China, Croatia, Guinea-Bissau, Iran, Iraq, Jordan, Kyrgyz Republic, Lao PDR, Lebanon, Mali, Mexico, Morocco, Myanmar, Nepal, Papua New Guinea, Philippines, Seychelles, Sri Lanka, Sudan, Syria, Tajikistan, Tanzania, Thailand, Timor Leste, Turkmenistan, Uganda, Uzbekistan, Vietnam	2007-2008	Participants: 19-21
2.	Course On Negotiation For International Participants	MTCP	Algeria, Bangladesh, Bhutan, Colombia, Indonesia, Iran, Iraq, Kenya, Lao PDR, Sri Lanka, Sudan, Uganda, Vietnam	2008	Participants: 15
3.	Course On Strategic Analysis For International Participants	MTCP	Algeria, Benin, Brunei, Cambodia, Croatia, Egypt, Fiji, Iran, Lao PDR, Liberia, Mauritius, Myanmar, Philippines, Republic of Yemen, Sri Lanka, Sudan, Tajikistan, Uganda, Vietnam	2007-2008	Participants: 14-15

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
4.	Crisis Management For International Participants	MTCP	Afghanistan, Bangladesh, Bhutan, Cameroon, Chile, China, Croatia, Indonesia, Iraq, Kyrgyz Republic, Lao PDR, Maldives, Mauritius, Morocco, Myanmar, Pakistan, Palestine, Peru, Sri Lanka, Sudan, Syria, Tajikistan, Thailand, Timor Leste, Uzbekistan, Vietnam	2007-2009	Participants: 13 (average)
5.	Diplomatic Training Course For International Participants 1	MTCP	Cambodia, Ecuador, Fiji, Gambia, Guinea, Guinea-Bissau, Iraq, Jordan, Kenya, Kyrgyz Republic, Lao PDR, Liberia, Mauritius, Nepal, Papua New Guinea, Paraguay, Sudan, Tajikistan, Thailand, Uzbekistan, Vanuatu	2007-2008	Participants: 12-14
6.	Diplomatic Training Course For International Participants 2	MTCP	Albania, Bosnia and Herzegovina, Cambodia, Croatia, D.P.R. Korea, Fiji, Gambia, Guinea, Guinea-Bissau, Iraq, Kenya, Lao PDR, Myanmar, Seychelles, Sri Lanka, Sudan, Tajikistan, Thailand, Timor Leste, Turkmenistan, Uganda, Vietnam	2007-2008	Participants: 14 (average)
7.	English For Diplomacy For International Participants	MTCP	Afghanistan, Algeria, Azerbaijan, Bangladesh, Burkina Faso, Cambodia, Colombia, Cote D'Ivoire, Djibouti, Ghana, Guinea, Guinea-Bissau, Indonesia, Iraq, Jordan, Kenya, Lao PDR, Lesotho, Mali, Mauritius, Nepal, Senegal, Sudan, Syria, Tajikistan, Timor Leste, Turkmenistan, Uzbekistan, Vanuatu, Vietnam	2007-2009	Participants: 16 (average)
8.	Orientation Course For Heads Of Mission 2007	MTCP	Afghanistan, Iraq, Timor Leste	2007	Participants: 21

Source: Unpublished EPU Data (based on the information available)

4.4.2 Southeast Asia Regional Centre for Counter-Terrorism (SEARCCT)

Institutional Information Sheet (Date as of: 10/11/2009)

Name of Institution: **Southeast Asia Regional Centre for Counter Terrorism (SEARCCT)**

Related Government Ministry/Department: **Ministry of Foreign Affairs**

Contact details of Institution (address, tel, fax, email):

Southeast Asia Regional Centre for Counter Terrorism (SEARCCT)

No. 516, Persiaran Mahameru, 50480 Kuala Lumpur, MALAYSIA

Tel: 03-2261 1900

Fax: 03-2274 9487

Website: <http://www.searcct.gov.my>

E-mail: info@searcct.gov.my

Name and position of person in charge: **Amb. Ahmad Shahizan Abd Samad** (Director General)

Mrs Norani Md. Hamami (Secretary to Director General)

Tel: 03 - 2261 1900 ext 208

ACP Cheong Koon Kock (Director, Planning and Training Division)

Tel: 03 - 2261 1900 ext 213

Contact details of person in charge: Tel: 03-2261 1900 ext 219 Fax: 03-2274 9487 (Amb. Ahmad Shahizan)

Tel: 03 - 2261 1900 ext 208 (Mrs Norani)

Tel: 03 - 2261 1900 ext 213 (ACP Cheong)

Outline and General Information of Organization

a) Brief History

The Southeast Asia Regional Centre for Counter Terrorism (SEARCCT) was officially launched on 1 July 2003 by the Honourable Dato' Seri Syed Hamid Albar, Minister of Foreign Affairs, Malaysia.

SEARCCT serves as a major Centre in the region to train and build the capacity of enforcement and security officials from Governments in the region and beyond, with collaboration with other Governments and international organizations. The Centre not only promotes capacity building in the region, but also showcases Malaysia's perspective on the most effective means of dealing with the issue of terrorism. These include the need to seek an internationally-recognized definition of terrorism studying the root causes of terrorism, promoting the need to deal with terrorism in a comprehensive manner rather than solely relying on a military solution, and the need to "win the hearts and minds" in the long-term struggle over international terrorism.

SEARCCT has been actively involved in attempting to change the mindset and paradigm of those who believe that the war on terror can only be won through military means. The Centre has utilized various training courses, conferences, seminars and forums to discuss and disseminate the root causes of terrorism, arguing that the campaign against terrorism requires a multi-pronged and multi-faceted approach.

The Centre also researches on various issues with regard to terrorism in the area of the root causes of terrorism, terrorist financing, maritime security, the landscape of terrorism in the region, globalisation and its impact on terrorism, international law and terrorism and terrorist activities ranging from Chemical, Biological, Radiological and Nuclear (CBRN) terrorism to Cyber Terrorism.

b) Aims and Objectives

The Centre aims to achieve its vision based on the following:

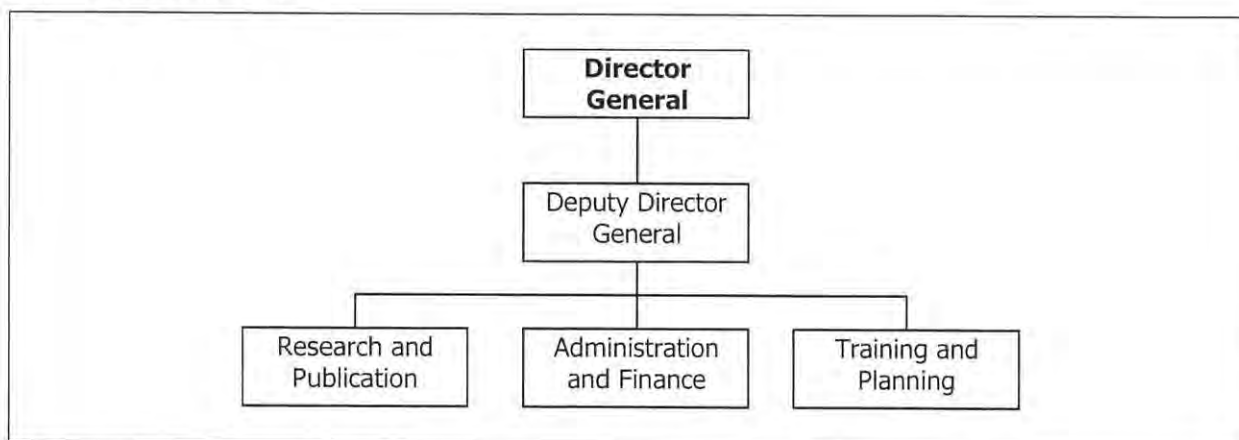
- To develop and conduct quality capacity building and training programmes;
- To promote public awareness and disseminate information through conferences, seminars and workshops;
- To advise and assist the Government in the formulation and implementation of policies; and
- To network with similar institutions.

c) Function and Principal activity

The activities of the SEARCCT are to:

- Organize capacity building and public awareness programmes;
- Produce briefs, situation reports, and conduct research;
- Promote information sharing and networking.

d) Organization Chart



Source: <http://www.searcct.gov.my>

e) Description of specialized fields with the contents of activity

From August 2003 to December 2006, a total of 35 training courses with the participation of 1258 officials were held. Apart from the normal lectures, these courses were intertwined with practical exercises, discussions and presentations which were designed to further enhance the value of the learning experience of each of the participants.

Facilities

SEARCCT has the following facilities:-

- A library that specially focused on terrorism and counter terrorism materials such as books, journals/online journals, magazines, multimedia, articles, news articles and Jane's database
- Meeting Rooms

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Third Country Training Programme

Seminar on Prevention and Crisis Management on Biological Terrorism

Periods: 2004 – 2008

Duration: 2 days

Participants: 38 Participants

b) Staff sent for training in Japan

	Work Position/Title at the time of training	Course attended	Year
1.	Deputy Director General, SEARCCT	Action And Crisis Management Seminar In Advance Of Bioterrorism	2006
2.	Deputy Director (Training), SEARCCT		2006

Source: JICA Malaysia Office Data

1b) Experience of other International / Technical Cooperation by other countries

The Centres collaborating partners included the United States, UK, France, Russia, Japan, Republic of Korea, Australia, Canada and international bodies such as the Commonwealth and ASEAN Secretariat. Through the various courses, activities and capacity building programmes SEARCCT has conducted, the Centre has succeeded in training and equipping personnel from all over the region as well as putting forward Malaysia's views on terrorism.

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

Not Applicable

2b) List of cooperation activities conducted by the institution (Training, Dispatch of Seminar Lecturer or Technical Expert)

	Title	Country/Region	Period	Year	Remarks (e.g. Number)
1.	Seminar on Counter-Terrorism organized	ASEAN countries	8 - 10 Oct	2003	Collaboration with Australian Secret Intelligence Services (ASIS) Participants: 63
2.	Course on 'Interdicting Terrorist Organizations'	ASEAN countries	15 - 26 Mar	2004	Collaboration with USA Participants: 32
3.	Course on 'Financial Underpinnings of Terrorism .in Southeast Asia'	Brunei Darussalam, Indonesia, Philippines, Thailand, USA, and Malaysia	19 – 22 April	2004	Collaboration with the Department of Justice, USA Participants: 85

	Title	Country/ Region	Period	Year	Remarks (e.g. Number)
4.	Seminar on 'All Hazards Response'	Brunei Darussalam, China, Indonesia, Japan, Philippines, Singapore, Thailand, and Malaysia	1 - 3 June	2004	Collaboration with USA Participants: 31
5.	Seminar on 'Prevention and Crisis Management on Chemical Terrorism'	Brunei Darussalam, Cambodia, China, Korea, Laos, Myanmar, Philippines, Singapore, Thailand, Vietnam and Malaysia	5 - 9 July	2004	Collaboration with Japan Participants: 48
6.	Course on 'Interdicting Terrorist Organizations'	Indonesia, Philippines, Thailand and Malaysia	19 - 30 July	2004	Collaboration with USA Participants: 28
7.	'Document Examination Training Course'	Brunei Darussalam, Indonesia, Laos, Philippines, Singapore, Timor-Leste, Vietnam and Malaysia	23 - 26 August	2004	Collaboration with the Dept. of Immigration and Multicultural Indigenous Affairs (DIMIA), Australia Participants: 23
8.	Conference on 'Bringing Terrorists to Justice in Southeast Asia: Law Enforcement Experience in Fighting Terrorism'	Brunei Darussalam, Cambodia, Indonesia, Japan, Philippines, Singapore, Thailand, United Kingdom (UK) and Malaysia	26 - 28 Sept	2004	Collaboration with USA Participants: 76
9.	Seminar on 'Maritime Safety'	Indonesia, Laos, Myanmar, Thailand, Philippines, Singapore, Vietnam and Malaysia	6 - 9 Oct	2004	Collaboration with the Republic of Korea (South Korea) Participants: 38
10.	Seminar on 'CBRN Terrorism'	Bangladesh, India, Indonesia, Japan, Korea, Laos, New Zealand, Pakistan, Philippines, Singapore, Thailand, Vietnam and Malaysia	11 - 14 Oct	2004	Collaboration with the Anti-Terrorism Branch (SO13), New Scotland Yard, United Kingdom (UK) Participants: 46
11.	Commonwealth Workshop on Capacity-Building in Combating Terrorism	Australia, Bangladesh, Cyprus, India, Indonesia, Maldives, Malta, Nepal, Pakistan, Thailand, Philippines, Singapore, Sri Lanka, United Kingdom (UK) and Malaysia	22 - 26 Nov	2004	Collaboration with the Commonwealth Secretariat Participants: 59

	Title	Country/ Region	Period	Year	Remarks (e.g. Number)
12.	APEC Document Security Workshop	Chile, China, Hong Kong, Indonesia, Mexico, Papua New Guinea, Peru, Philippines, Singapore, Thailand, Vietnam and Malaysia	29 Nov. – 3 Dec	2004	Collaboration with the Canadian Border Security Participants: 28
13.	Theory of Counter Terrorism Recognition and Multilateral Collaboration for Combating Terrorism	Malaysia	17 - 19 Jan	2005	Collaboration with AusAid; ASEAN Secretariat Participants: 23
14.	CBRN Programme for Policy/Decision Makers and Specialised Responders	Malaysia	14 - 15 March	2005	Collaboration with Defence Research and Development of Canada Participants: 29
15.	Regional Strategic Counter Terrorism Crisis Management Seminar	Brunei, Cambodia, Indonesia, Laos, Singapore, Thailand, Vietnam and Malaysia	4 - 8 April	2005	Collaboration with British High Commission; Cranfield University Participants: 31
16.	Seminar and Demonstration of Anti-Terrorism Equipments	Malaysia	5 April 2005	2005	Collaboration with Embassy of the Russian Federation Participants: 37
17.	Dynamics and Structure of Terrorist Threats in SEA	Australia, Indonesia, Philippines, Singapore, Sri Lanka, Thailand, United States (IDA, PACOM, APCSS) and Malaysia	18 - 20 April	2005	Collaboration with PACOM-JIACG/CT and Institute for Defense Analyses (IDA) Participants: 51
18.	Seminar on Cyber Terrorism	Brunei, Philippines, Singapore, Sri Lanka, Thailand, and Malaysia	25 - 27 May	2005	Collaboration with Korea International Cooperation Agency (KOICA) Participants: 41
19.	Seminar on Transnational Crime and Criminal Justice System for Pacific Islands	Cook Islands, Fiji, Marshall Islands, Niue, Papua New Guinea, Solomon Islands, Samoa, Tonga, Tuvalu, Vanuatu and Malaysia	20 - 25 June	2005	Collaboration with Royal Malaysia Police; Judicial and Legal Training Institute (ILKAP) Participants: 19

	Title	Country/ Region	Period	Year	Remarks (e.g. Number)
20.	Prevention and Crisis Management of Biological Terrorism	Brunei, Cambodia, Canada, China, France, Indonesia, Japan, South Korea, Laos, Myanmar, Philippines, Singapore, USA, Vietnam, WHO and Malaysia	18 - 22 July	2005	Collaboration with Japan International Cooperation Agency (JICA) Participants: 73
21.	Consultations on Cyber Terrorism	Philippines, Singapore and Malaysia	25 July - 2 Aug	2005	Collaboration with Department of State/Anti-Terrorist Assistance Program (DS/ATA) Participants: 17
22.	Export Control Legal Workshop	United States and Malaysia	22 - 24 Aug	2005	Collaboration with US Department of State Participants: 19
23.	Crisis Management: A French Approach	Brunei, Philippines, Singapore, Thailand, Vietnam and Malaysia	10 - 13 Oct	2005	Collaboration with Embassy of the Republic of France Participants: 30
24.	Terrorist Financing Typologies Workshop	Indonesia, Philippines, Singapore, Thailand and Malaysia	14 - 17 Nov	2005	Collaboration with Australian Transaction Reports and Analysis Centre (AUSTRAC) Participants: 13
25.	Incident Commander's Course	Malaysia	3 - 7 April	2006	Organised by SEARCCT Participants: 28
26.	Designing & Running a Counter-Terrorism Exercise	Malaysia	10 - 14 April	2006	Organised by SEARCCT Participants: 26
27.	Malaysia Outreach Counter-Terrorism Course	Cambodia, Japan, Philippines, Singapore, Thailand, USA and Malaysia	22 - 26 May	2006	Collaboration with Asia Pacific Centre for Security Studies (APCSS), USA Participants: 26
28.	Post Bombing Crisis Management - Lessons From The Past	Brunei, Cambodia, Indonesia, Laos, Philippines, Singapore, Thailand, Vietnam and Malaysia	6 - 8 June	2006	Collaboration with The International Police Cooperation (SCTIP) of France Participants: 33
29.	Financial Investigate Techniques	Malaysia	26 - 30 June	2006	Collaboration with Internal Revenue Service, USA Participants: 22
30.	CBRNE Terrorist Incident Response (Intermediate Level)	Malaysia	17 - 18 Aug	2006	Collaboration with Government of Canada Participants: 33

	Title	Country/ Region	Period	Year	Remarks (e.g. Number)
31.	SEARCCT Maritime Security Workshop	Philippines, Indonesia, USA and Malaysia	21 - 25 Aug	2006	Collaboration with US Pacific Command (US PACOM) Participants: 46
32.	CBRNE Terrorist Incident Response (Train the Trainers)	Malaysia	7 Sept	2006	Collaboration with Government of Canada Participants: 33
33.	Fraudulent Travel Documents	Singapore, Thailand and Malaysia	11 - 14 Sept	2006	Collaboration with US Department of Homeland Security & US Department of State Participants: 20
34.	Basic Covert Surveillance	Malaysia	26 Feb - 16 March	2007	Organised by SEARCCT Participants: 20
35.	Hospital Based Management of Mass Casualty Incidents	Malaysia & Philippines	16 - 20 April	2007	Collaboration with US Department of State Participants: 32
36.	Regional Program on Money Laundering and Terrorist Financing Through Charities and New Technology	Malaysia, Pakistan, Bangladesh, Indonesia, Singapore, Philippines, Brunei, East Timor	21 - 25 May	2007	Collaboration with US Department of State Participants: 48
37.	CBRNE International First Responder Training Program	Malaysia	4 - 8 June	2007	Collaboration with Government of Canada Participants: 48
38.	Prevention and Crisis Management of Chemical and Biological Terrorism	Cambodia, Thailand, Laos, Philippines, Indonesia, Brunei Darussalam, China, Malaysia and Vietnam	2 - 6 July	2007	Collaboration with JICA Participants: 36
39.	Counter Terrorism Scene Investigations Course	Malaysia	20 - 24 Aug	2007	Collaboration with New Zealand High Commission Participants: 31
40.	2nd ASEAN-Japan Counter Terrorism Dialogue	ASEAN countries with the secretariat	10 - 11 Sept	2007	Collaboration with Japan Participants: 58
41.	Handling of Detainees in Detention	Malaysia	4 - 8 Aug	2008	Jabatan Penjara Malaysia Participants: 30
42.	Counter Terrorism Course-Enhancing Port Security	Malaysia	29 - 31 Oct	2008	Collaboration with Southeast Asia Regional Centre for Counter-Terrorism (SEARCCT) Participants: 25

	Title	Country/ Region	Period	Year	Remarks (e.g. Number)
43.	Workshop on Securing Malaysian Airspace	Malaysia	26 - 28 Aug	2008	Collaboration with Southeast Asia Regional Centre for Counter-Terrorism (SEARCCT) Participants: 23
44.	CBRNE an Integrated Intermediate Level and Train the Trainers	Malaysia	30 June - 4 July	2008	Collaboration with High Commission of Canada Participants: 36
45.	Southeast Asia Bio Terrorism Workshop Multi-Sectoral Policy Responses to International Bioterrorism	N/A	28 - 30 May	2008	Collaboration with Japan International Cooperation Agency (JICA) Participants: 37
46.	Seminar Comparative Analysis of Counter Terrorist Laws in Cambodia and Malaysia	Malaysia	25 April	2008	Collaboration with Southeast Asia Regional Centre for Counter-Terrorism (SEARCCT) Participants: 10
47.	Regional Terrorism Scene Investigation	N/A	14 - 18 April	2008	Collaboration with New Zealand High Commission Participants: 30
48.	Management of Terrorist Detainees	Malaysia	24 - 26 March	2008	Collaboration with Prison Department Malaysia Participants: 29
49.	Cell Phone Forensics Consultation	N/A	21 Jan - 1 Feb	2008	Collaboration with US Embassy Participants: 12
50.	CBRNE International First Responder Training Program	Malaysia	21 Jan - 1 Feb	2008	Collaboration with High Commission of Canada Participants: 30
51.	Document Examination Principles and Applications	Malaysia	10 - 12 Dec	2008	Collaboration with Australian High Commission Participants: 17
52.	CBRNE International First Responder Training Program (3/3)	Malaysia	23 - 26 Feb	2009	Collaboration with High Commission of Canada Participants: 28
53.	Management of Terrorist Detention Second Series	Malaysia	23 - 26 March	2009	Collaboration with Prison Department Malaysia Participants: 30
54.	Counter Terrorism Course-Enhancing Port Security	Malaysia	21 - 23 Apr	2009	Collaboration with Southeast Asia Regional Centre for Counter-Terrorism (SEARCCT) Participants: 32

	Title	Country/ Region	Period	Year	Remarks (e.g. Number)
55.	Management of Terrorist Detention Second Series	Malaysia	11 - 14 May	2009	Collaboration with Prison Department Malaysia Participants:
56.	Open Source Monitoring on The Internet	N/A	8 June - 11 June	2009	Collaboration with Embassy of the Republic of France Participants: 19 person(s)
57.	Generic Avsec Workshop.	N/A	29 June - 3 July	2009	Collaboration with British High Commission & New Zealand High Commission Participants: 25
58.	CBRNE International First Responder Training Program (1/4)	Malaysia	29 June - 2 July	2009	Collaboration with High Commission of Canada Participants: 32
59.	Document Examination Principles and Applications	Malaysia	11 - 13 Aug	2009	Collaboration with Australian High Commission Participants: 20
60.	Integrating Immigration Capabilities Training Workshop	N/A	12 - 15 Oct	2009	Collaboration with Australian High Commission Participants: 27
61.	Terrorism Financing Investigation Workshop	Malaysia	26 - 29 Oct	2009	Collaboration with Bank Negara Malaysia Participants: 30
62.	CBRNE International First Responder Training Program (2/4)	Malaysia	2 - 5 Nov	2009	Collaboration with High Commission of Canada Participants: 27

Source: http://www.kln.gov.my/?m_id=1&c_id=36&s_id=43
<http://www.searcct.gov.my/images/stories/pdf/prospectus%202008.pdf>

Number of training courses conducted to-date:

No.	Year	No of courses	Local Participants	Foreign Participants
1	2009 to date	9	166	9
2	2008	11	204	61
3	2007	11	167	152
4	2006	11	12	13
5	2005	12	Not available	Not available

4.5 Ministry of Works

Established since 1956, the Ministry of Works (MOW) is the lead agency responsible for infrastructural development in the country. Under its ambit are the Public Works Department (PWD), the Construction Industry Development Board (CIDB), the Malaysia Highway Authority (MHA), the Professional Services Development Corporation (PSDC).

Public Works Department (PWD)

The PWD is the lead department of the MOW and is responsible for providing consulting, project management and management supervision services for government construction projects.

JICA has development studies for the PWD – (i) Slope Disaster Management Study for Federal Highway; (ii) Urban Transport in Greater Metropolitan Area of George Town, Butterworth & Bukit Mentajam; (iii) Kelantan Port Development Project; (iv) National Water Resources Study; (v) Maintenance & Rehabilitation of Bridges; (vi) Standardization of the Bridge Design; and (vii) Kuala Lumpur Outer Ring Road.

Construction Industry Development Board (CIDB)

The CIDB is the body and custodian of the Malaysian Construction Industry. Its main function is to promote and stimulate the development, improvement and expansion of the construction industry into a global player.

Professional Services Development Corporation (PSDC)

PSDC is a Government of Malaysia established machinery to accelerate the capacity of Malaysian professional service providers towards meeting the challenges of liberalisation and globalisation. It is owned by the Minister of Finance Incorporated and placed as an agency under the Ministry of Works Malaysia. PSDC is a MTCP provider.

IKRAM Training and Infrastructure Development Institute

Ikram Training and Infrastructure Development Institute (ITiDi) is one of the subsidiaries of Kumpulan Ikram Sdn Bhd, a corporate entity built on a sound foundation and expertise in Infrastructure and Engineering.

Institutional Information Sheets

4.5.1 Public Works Department (PWD)

Institutional Information Sheet (Date as of: 12/11/2009)

Name and position of respondent: **Public Works Department (PWD)**

Related Government Ministry/Department: **Ministry of Works**

Contact details of Institution (address, tel, fax, email):

Public Works Department

Ibu Pejabat JKR, Jalan Sultan Salahuddin, 50582 Wilayah Persekutuan Kuala Lumpur

Tel: 03-2691 9011 Fax: 03-2698 8187

Website : <http://www.jkr.gov.my/>

Name and position of person in charge: **Y.Bhg. Dato' Sri Prof. Ir. Dr. Judin Bin Abdul Karim**
(Director General)

Contact Detail of person in charge: Tel :03-26967001 Fax :03-26988187
Email: kpk@jkr.gov.my; judin@jkr.gov.my

Outline and General Information of Organization

a) Brief History

Public Works Department (PWD) Malaysia was formed in 1872. For all these years, we act as the technical advisor to the Federal Government. We are responsible for the implementation of development projects and management of the infrastructure maintenance. We are involved in the project implementation that include roads, water supply, buildings, airports, ports, and jetties. Our main client is the Ministry of Works but we also serve other ministries, departments, authorities (badan berkanun), and states when they seek our help.

Source : <http://www2.jkr.gov.my/v2/english/>

b) Aims and Objectives

Vision

To become a world-class service provider and centre of excellence in asset management, project management and engineering services for the development of the nation's infrastructure through creative and innovative human capital and state-of-the-art technology.

Mission

- To help clients deliver policy outcomes and services through working with them as strategic partners.
- To standardise JKR's processes and systems to deliver consistent outcomes.
- To provide effective and innovative asset and project management.
- To strengthening JKR's existing engineering competencies.
- To develop JKR's human capital and new competencies.
- To upholding integrity in delivering JKR's services.
- To build harmonious relationships with the community.
- To take good care of the environment in delivering JKR's services.

c) Function and Principal activity

PWD is responsible for:

- Planning, designing, and constructing infrastructure projects such as roads, water supply, government buildings, airports, ports, jetties, and related engineering products
- Maintenance of roads, water supply, and government buildings
- Providing technical advice to the Government at federal, state, and district levels

Source : <http://www2.jkr.gov.my/v2/english/>

d) Description of organizational structure and facilities

PWD Malaysia is headed by director general and assisted by three deputies. The management of PWD Malaysia covers the whole nation except Sabah and Sarawak. For managing purpose, PWD Malaysia is break down into headquarters and state levels.

PWD Malaysia Headquarters

At the headquarters, the department is organized into 3 business sectors with 14 branches under them. One branch stands on its own. Below is the detail of the sectors and their branches:

- Corporate Management Branch (Cawangan Pengurusan Korporat) - on its own
- Infrastructure Sector
 - Roads Branch (Cawangan Jalan)
 - Ports, Airports, and Maritime Branch (Cawangan Pangkalan Udara dan Maritim)
 - Slope Engineering Branch (Cawangan Kejuruteraan Cerun)
- Building Sector
 - Public Buildings Branch (Cawangan Kerja Bangunan Am)
 - Health Works Branch (Cawangan Kerja Kesihatan)
 - Education Works Branch (Cawangan Kerja Pendidikan)
- Specialized Engineering Sector
 - Architecture Branch
 - Specialized and Public Engineering Branch
 - Mechanical Engineering Branch (Cawangan Kejuruteraan Mekanikal)
 - Electrical Engineering Branch (Cawangan Kejuruteraan Elektrik)
 - Contract and Quantity Surveying Branch (Cawangan Kontrak dan Ukur Bahan)
 - Environmental Branch (Cawangan Alam Sekitar)

PWD Malaysia headquarters is responsible for planning and designing development projects, as well as providing policies, guidelines, and technical advice to the state PWDs, federal territory PWDs, state water supply departments, and PWD's Special Units.

State PWDs

Every State PWD is headed by a director. It is responsible for planning, implementing, and maintaining state development projects, government buildings, and water supply. For water supply service, there are two states left where the service is taken care by the PWD. These two states are Kedah and Perlis. In other states, this service has been either corporatized or privatized.

All state PWDs are directly answerable to State Government for all the state projects. However, PWD Malaysia headquarters supports the State PWDs by giving the technical service and advice.

At the same time, State PWDs directly answer to PWD Malaysia Director General for the federal projects implemented in the respective state, with the exception of Sabah PWD and Sarawak PWD.

Federal Territory PWDs

There are three Federal Territory PWDs:

- Kuala Lumpur Federal Territory PWD,
- Labuan Federal Territory PWD, and
- Putrajaya Federal Territory PWD.

Each Federal Territory PWDs is headed by a director who answers directly to the PWD Malaysia Director General.

Federal Territory PWDs are responsible for implementing development projects and maintaining designated government buildings in Kuala Lumpur, Labuan, and Putrajaya. Labuan Federal Territory PWD is responsible for maintaining the roads and water supply in Labuan.

PWD Special Units

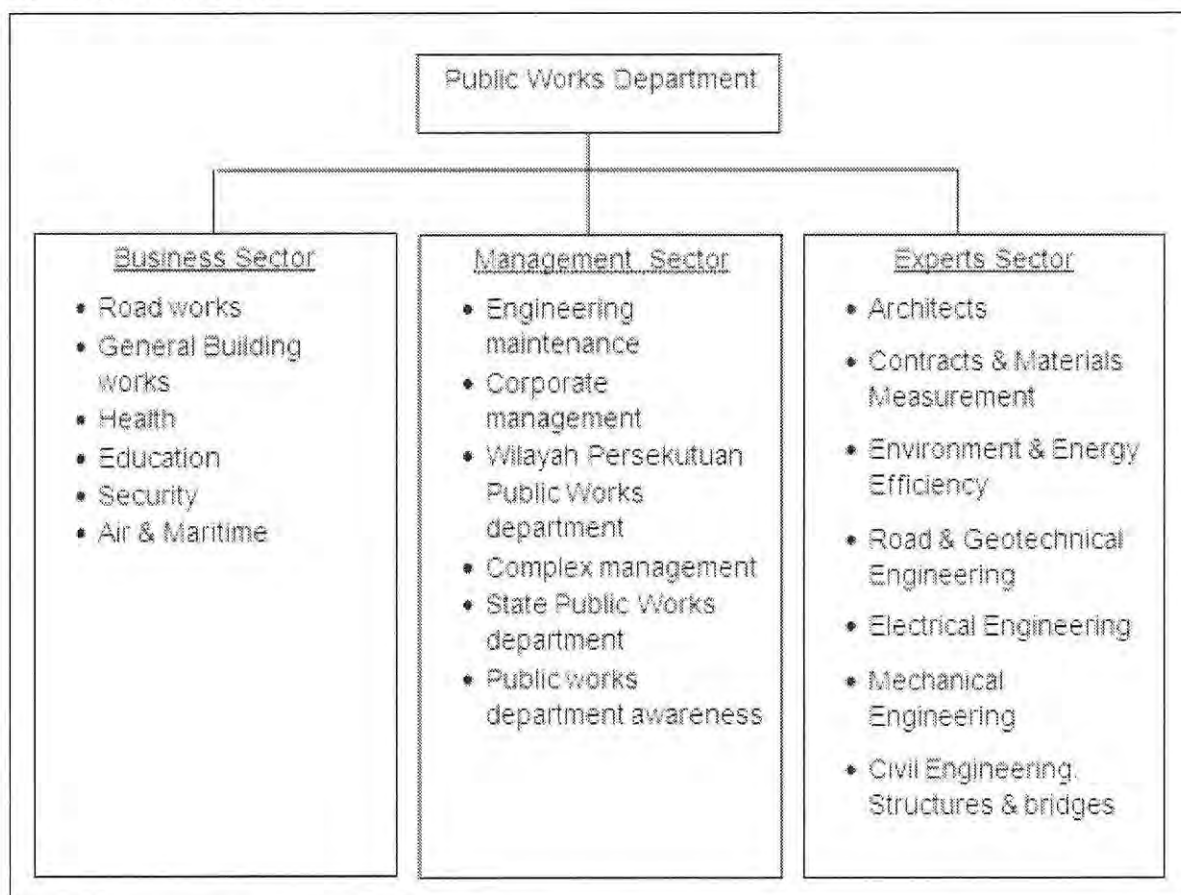
We formed several Special Units such as JKR Pembangunan Persukutuan (for Kelantan and Sabah) JKR Pembangunan Wilayah KESEDAR, and JKR Projek Khas Gerbang Selatan. Each of these units is headed by a director who answers directly to PWD Malaysia Director General. Their role is to implement, coordinate, and monitor federal development projects and special projects.

District PWDs and Water Supply Departments

Each District PWDs is headed by a district engineer. Every district engineer answers to the respective State PWD's director. District PWD's main role is to implement and maintain federal and state projects

Source: <http://www2.jkr.gov.my/v2/english/>

e) Organisation Chart:



Source: <http://www2.jkr.gov.my/v2/english/>, revised by PE Research

f) Description of specialized fields with the contents of activity

Core Business

Public Works Department is responsible in planning, designing and the construction of infrastructure projects in the country. As the implementing agency and technical consultant to the government, PWD render the services listed below:

- Technical consulting service
- Project Management service, and
- Maintenance management service

These services support the country's construction sector which comprised of roads, buildings, airports, ports, and jetties. And new to enter PWD stable is the management of slope along the Federal roads.

In order to carry out these services, PWD have the support of three sectors: infrastructure, building, and specialized engineering.

Business Sectors

PWD Malaysia involves in myriads of engineering and architectural activities. In order to manage these activities, three sectors were set up. The sectors are Infrastructure, Building, and Specialized Engineering sectors. Each sector is breakdown further into branches that would support her activities. The sectors are listed below:

- Infrastructure Sector
- Building Sector
- Specialized Engineering Sector

Source: <http://www2.jkr.gov.my/v2/english/>

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Development Studies

Beluru/ Long Lama / Limbang Trunck Road Construction Project in Sarawak, Mar 1978 – Mar 1980

Urban Transport in Greater Metropolitan Area of Georgetown, Butterworth & Bukit Mertajam, 1979 July – 1982 May

Kelantan Port Development Project, 1979 Sept - 1981 Feb

JB-Transplan: Road Construction & Improvement Project in Johor Bahru & its Conurbation, 1982 Aug – 1984 Mar

Perlis Port Development Project, 1983 Jun – 1984 Mar

Maintenance & Rehabilitation of Bridges, 1990 Aug – 1992 Nov

Standardisation of Bridge Design, 1994 Aug – 1996 Aug

Kuala Lumpur Outer Ring Road, 1995 Mar – 1996 Jul

Slope Disaster Management Study for Federal Highway, 2000 Oct – 2002 Mar

Total: 9 Studies

b) Staff sent for training in Japan

	Work Position/Title at the time of training	Course attended	Year
1.	Civil Engineer, PWD	Advanced Technology Construction Seminars	1998
2.	Civil Engineer, PWD	Applied Construction Technology Seminar	2000
3.	Assistant Director, Bridge Unit, Roads Branch, PWD		2001
4.	Engineer, PWD	Bridge Design Standards	1996
5.	Bridge Engineer, PWD	Bridge Engineering II	1998
6.	Bridge Engineer, PWD		1998
7.	Civil Engineer, Bridge Unit, Road Branch, PWD	Bridge General Course	2004
8.	Executive Engineer, PWD Sabah		2006
9.	Bridge Engineer, PWD	Bridges Maintenance & Inspection	1998
10.	Deputy Director, Human Resource Management Unit, Corporate Service & Planning Division, PWD	Building Administration	2001
11.	Draughtsman, PWD	Building Construction	1997
12.	Technician, Medical & Health Works Unit, PWD	Building Construction / Hazama Corporation	1998
13.	Technician, PWD	Building Construction / Sato Kogyo	1998
14.	Engineer, Works And Building Section, PWD	Building Construction / Yachiyo Engineering	1996

	Work Position/Title at the time of training	Course attended	Year
15.	Road Maintenance Engineer, PWD, Samarahan	Comprehensive Urban Transport Planning Projects	1999
16.	Engineer ,PWD Sarawak	Comprehensive Urban Transportation Planning Project II	2003
17.	PWD Sabah	Construction Engineering Management Executives Seminar	2006
18.	Mechanical Engineer, Mechanical Branch, PWD	Energy	2007
19.	Deputy Director General II, PWD	Engineering Technology Management Seminar	1999
20.	Civil Engineer, PWD	Environmental Protection Measures In Construction	2006
21.	Assist. Director (Quantity Survey), PWD Of Johor	Executive Seminars	2001
22.	Quantity Surveyor, Quantity Surveying Division, PWD		2002
23.	Administrative Officer, PWD		2002
24.	Senior Architect, PWD		2004
25.	Principal Assistant Director, PWD		2004
26.	Civil Engineer, Public Work Department Federal Territories Of Labuan	General Construction Management Project	2001
27.	Quantity Surveyor, PWD Malaysia Project Management Unit For Ministry Of Education, PWD		2001
28.	Civil Engineer, PWD		2002
29.	Civil Engineer, Water Supply Branch, PWD.	Geographic Information System	1997
30.	Waterworks Engineer, PWD Labuan		1999
31.	Acting Senior Executive Engineer, Water Supply Branch, PWD Sarawak	Government Civil Seminar	1999
32.	Civil Engineer, PWD	Harbor Engineering	2002
33.	Water Supply Engineer, PWD Labnah	Infrastructure Development Project II	2001
34.	Executive Engineer, Road Branch, PWD Sarawak		2002
35.	Senior Assistant Director , PWD Perak	Leadership Training For Middle Management Positions	2009
36.	Principal Assistant Director , PWD Perak		2009
37.	Civil Engineer, Water Supply Branch, PWD,	Maintenance Of Water Supply System In Malaysia	2000
38.	Senior Technician, Water Supplies Branch, PWD		1999
39.	Senior Assistant Director, Water Supply Branch, PWD		2001
40.	Engineer Kedah PWD		2001
41.	Technical Assistant, Mechanical Engineering Branch, PWD	Malaysia East Policy - Cad Construction	2003
42.	Technical Assistant, PWD	Malaysia East Policy - Airlines (Civil)	2003

	Work Position/Title at the time of training	Course attended	Year
43.	Assistant Director , Contract & Quantity Surveying Division, PWD	Malaysia Youth Training / Economy (Industrial Competitiveness)	2008
44.	Senior ICT Engineer, ICT Consultation Unit, Electric Engineering Branch, PWD	Malaysia Youth Training / Information Technology (IT)	2007
45.	System Analyst, PWD		2007
46.	Civil Engineer, Water Supply Branch; PWD Sarawak	River And Dam Engineering III	2004
47.	Assistant Director, PWD	Road Administration Seminar	2001
48.	Civil Engineer, Maintenance Unit, Roads Branch, PWD	Road Disaster Prevention Management	2001
49.	Manager, Central Materials Laboratory, PWD Sarawak	Technology To Improve Durability Of Concrete Structures	1999
50.	Assistant Director, Bridge Unit, Road Branch, PWD		2003
51.	Water Supply Engineer, PWD Labuan	Water Supply Systems Maintenance	1996
52.	Civil Engineer, PWD		1996
53.	Waterworks Engineer, PWD		1998
54.	Civil Engineer, Water Supply Section, PWD	Water Technician Training	1997

Source: JICA Malaysia Office Data

c) Japanese experts assistance received by the institution (by number of dispatched)

	Assistance provided (Teaching Subject)	Year/month	Duration (days)
1.	Bridge Design	Jul 1986	1096
2.	Prevent Leakage	May 1987	730
3.	Road	Jul 1987	731
4.	Port Planning, Design, Construction	Jul 1988	730
5.	Prevent Leakage	May 1989	731
6.	Road Maintenance	Jul 1989	822
7.	Distribution System	Oct 1989	730
8.	Traffic Safety Seminar	Jan 1991	9
9.	Traffic Safety Seminar	Jan 1991	9
10.	Traffic Safety Seminar	Jan 1991	9
11.	Traffic Safety Seminar	Jan 1991	6
12.	Traffic Accident Analysis	Jun 1991	731
13.	Distribution System	Jan 1992	731
14.	Seminar "Distribution Analysis"	Aug 1993	7
15.	Seminar "Distribution Analysis"	Aug 1993	7
16.	Seminar "Distribution Analysis"	Aug 1993	7
17.	Seminar "Distribution Analysis"	Aug 1993	7

	Assistance provided (Teaching Subject)	Year/month	Duration (days)
18.	Water Facility Design	Dec 1993	806
19.	Soil Mechanics / Engineering Science	Apr 1994	8
20.	Soil Mechanics / Engineering Science	Apr 1994	8
21.	Port Planning, Design, Construction	May 1994	731
22.	Water supply management seminar	Oct 1995	4
23.	Water supply management seminar	Oct 1995	8
24.	Water supply management seminar	Oct 1995	8
25.	Water supply management seminar	Oct 1995	8
26.	Seminar on Control of Port Buried	Nov 1995	6
27.	Seminar on Control of Port Buried	Nov 1995	9
28.	Seminar on Control of Port Buried	Nov 1995	9
29.	GIS	Feb 1996	731
30.	Basic maintenance and repair of port facilities	May 1996	727
31.	Bridge maintenance repairs	Mar 1997	1036
32.	Seminar Information System (Map)	Nov 1997	8
33.	Seminar Information System (Map)	Nov 1997	8
34.	Seminar Information System (Map)	Nov 1997	8
35.	Seminar Information System (Map)	Nov 1997	8
36.	GIS	Feb 1998	912
37.	Standardized Design Bridges (Supplementary Survey)	Nov 1998	14
38.	Standardized Design Bridges (Supplementary Survey)	Nov 1998	14
39.	GIS	Jan 1999	18
40.	GIS	Jan 1999	29
41.	GIS	Jan 1999	29
42.	Follow-Up Surveys Bridge Design Standards	Sep 2000	14
43.	Follow-Up Surveys Bridge Design Standards	Sep 2000	14
44.	Cable-Stayed Bridge Design	Apr 2001	730

Source: JICA Malaysia Office Data

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

Not applicable

4.5.2 IKRAM Training and Infrastructure Development Institute

Institutional Information Sheet (Date as of: 23/11/2009)

Name of Institution: **IKRAM Training and Infrastructure Development Institute**

Related Government Ministry/Department: **Ministry of Works (MoW)**

Contact details of respondent (tel, email)

IKRAM Training and Infrastructure Development Institute

Block 5, Taman Ilmu Ikram (Ikram Park), Jalan Serdang, 43000 Kajang, Selangor Darul Ehsan, Malaysia

Tel: 03-8738 3388 ext 365

Fax: 03-8736 9908

Website: <http://www.itidi.com.my/v1/>

Outline and General Information of Organization

a) Brief History

Ikram Training and Infrastructure Development Institute (ITiDi) is one of the subsidiaries of Kumpulan Ikram Sdn Bhd, a corporate entity built on a sound foundation and expertise in Infrastructure and Engineering. Kumpulan Ikram Sdn Bhd is in turn a 100% subsidiary of Protasco Berhad.

ITiDi provides comprehensive training programmes for Local and International participants that covers Engineering, Information Technology, Mainstream Management, Quality Management and other Industry Relevant courses. These courses may also be customized to clients' need.

ITiDi has a team of experienced, qualified trainers and lecturers for its programmes. It also has fully equipped training rooms, engineering workshops, computer labs, multi-media labs, auditorium and multipurpose hall. ITiDi also provides Sports and Recreational facilities, hostels and cafes for its participants.

As a certified ISO 9001:2000 Training Provider, Ikram Training and Infrastructure Development Institute (ITiDi) aims to be the Premier Engineering and Technology Training Centre in the Region.

Source: http://www.itidi.com.my/v1/index.php?option=com_content&task=view&id=13&Itemid=26

b) Aims and Objectives

Vision

To be the centre of excellence for total training solution.

Mission

- Brand our Company & Product locally & internationally.
- Provide "One-Stop Centre for Total Training Solutions"
- Enhance business profitability under 2 Core Business Sectors: Government and Corporate.
- Nurture "1st Class Mentality" human capital.
- Continual upgrade training-related infrastructure

c) Function and Principal activity

Training Services

IKRAM offers 9 types of training services and they are :

- Public/Customised Training Program
- Skill Training Program
- International Training Program
- Malaysian Remuneration System (Sistem Saraan Malaysia) Training Program
- E-Learning Training Program
- Certificated Training Program
- Software Product and Services
- Consultancy and Advisory Services
- ISRA

IKRAM'S training programs offered in 2009 includes

- Road And Bridge Programme
- Geotechnical Engineering Programme
- Quantity Survey Programme
- Water Supply And Environment Programme
- Building And Structure Programme
- Architecture And Landscape Programme
- Information Technology Programme
- Mechanical Engineering Programme
- Quality System Programme
- Electrical Engineering Programme
- Management Programme
- Safety & Health Programme

IKRAM has formed strategic alliances with the following companies

- Construction Industry Development Board (CIDB)
- Microsoft Training & Certification
- National Vocational Training Council (MLVK)
- English Institute of Cambodia
- Asian Federation of English Organisation
- Small And Medium Industry Development Cooperation

d) Description of organizational structure and facilities

Facilities

IKRAM facilities includes the following :

Training Facilities

- Fully air-conditioned, seminar rooms.
- Well-equipped computer laboratories.
- Electrical and Mechanical Workshops.
- Auditorium
- Multi-purpose hall
- Surau (Muslim Prayer Hall)
- Cafeteria
- Computer Lab

Sports and Recreation

- Soccer field, basketball court, tennis court, netball court, squash court, badminton court and sepak takraw court.
- Jogging track with exercise stations.
- Gymnasium.

Accommodation

- Ikram Lodge offers single/twin sharing rooms for all participants.
- All rooms are fully equip with attached bathroom, hot water, tea-making facilities, television and split unit air condition.

Source : http://www.itidi.com.my/v1/index.php?option=com_content&task=view&id=20&Itemid=33

e) Others

Protasco Berhad

For more than a decade, Protasco Berhad has developed itself into an integrated one stop total infrastructure development provider involved in numerous infrastructure works.

- Road construction and maintenance
- Bridge and Building Construction.
- Engineering Services & Consultancy.
- Tertiary Education and Training.

Its many strengths, from reliable quality to cutting edge R&D, have helped the Group establish a prominent position in Malaysian business.

Education and training sector is one of Protasco core businesses. Kumpulan Ikram Sdn Bhd is a 100% subsidiary company of Protasco Berhad. Kumpulan Ikram Sdn Bhd has a 100% subsidiary company named Ikram Latihan Sdn Bhd, which in turns owns 100% of Ikram Training and Infrastructure Development Institute (ITidi), a training institute which offers a wide range of technical, professional and management courses.



Source : <http://protasco.listedcompany.com/misc/AR2008.pdf>

Core Business

Protasco Berhad is a diversified entity in infrastructure with many core businesses which includes:

- Road Construction, Maintenance, Upgrading & Rehabilitation
- Engineering Services & Consultancy
- Buildings & Specialised Construction
- Education & Training
- Trading of Construction Related Materials
- Overseas Investment & Trade

Source : <http://www.protasco.com.my/>

1. Official Development Assistance**1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan****a) Third Country Training Programme**

Course on road construction and maintenance for Afghan supervisors, 2003 - 2005

2. Technical Cooperation provided by the institution for other developing countries**2a) Year of first involvement Malaysian Technical Cooperation Programme:**

2002

2b) Type of MTCP provided

Short term specialized training – scheduled training
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**2c) List of cooperation activities conducted by the institution
(Training, Dispatch of Seminar Lecturer or Technical Expert)**

	Title	Type	Country/ Region	Year	Remarks (e.g. Number)
1.	International Course on Building Construction and Maintenance	MTCP	Brunei, Cambodia, Indonesia, Lao PDR, Maldives, Myanmar, Philippines, Vietnam	2005; 2007- 2009	Average participants:22
2.	International Course on Road Construction and Maintenance	MTCP	Bhutan, Cambodia, Cameroon, India, Indonesia, Kenya, Lao PDR, Libya, Malawi, Maldives, Mauritius, Mozambique, Myanmar, Nepal, Pakistan, Philippines, Somalia, South Africa, Sri Lanka, Sudan, Uganda, Vietnam, Zambia, Zimbabwe	2005- 2008	Average participants:36
3.	International Course on Road Construction and Maintenance for Supervisors	MTCP	Afghanistan, Brunei, Cambodia, Egypt, Guinea, Indonesia, Kenya, Lao PDR, Mauritius, Myanmar, Nigeria, Philippines, Sudan, Swaziland, Uganda, Vietnam	2002- 2005	Average participants:36
4.	International Course on Building Construction and Maintenance for Supervisors	MTCP	Cambodia, Lao PDR, Myanmar, Vietnam	2004 2006	Average participants:26
5.	International Course on Integrated Housing Project Development	MTCP	Cambodia, Indonesia, Lao PDR, Myanmar, Philippines, Vietnam	2005- 2008	Average participants:25

Source: Unpublished EPU Data (based on the information available)



4.6 Ministry of Science, Technology and Innovation

The Ministry of Science, Technology and Innovation (MOSTI) was first established in 1973 as the Ministry of Technology, Research and Local Government. In 1976, it took on the responsibility of the environment portfolio and the name was changed to Ministry of Science, Technology and Environment (MOSTE).

In 2004, MOSTE was restructured into MOSTI and with it, the ministry was made responsible for more agencies. The current list of departments and agencies are:

Department

- National Space Agency (ANGKASA)
- Department of Chemistry Malaysia (JKM)
- Malaysian Nuclear Agency (NUCLEAR Malaysia)
- Malaysian Meteorological Department (MMD)
- Standards Malaysia
- Atomic Energy Licencing Board (LPTA)
- Malaysian Remote Sensing Agency (Remote Sensing Malaysia)
- National Science Centre (PSN)

Government Owned Companies

- MIMOS Bhd (MIMOS)
- Multimedia Development Corporation (MDeC)
- SIRIM Bhd (SIRIM)
- Malaysia Design Council (MRM)
- Technology Park Malaysia Corporation Sdn. Bhd. (TPM)
- Malaysia Biotechnology Corporation (MBC)
- Astronautic Technology (M) Sdn Bhd (ATSB)
- Cyber Security Malaysia
- Malaysian Network Information Centre (.my DOMAIN REGISTRY)
- Malaysia Venture Capital (MAVCAP)
- Malaysia Debt Ventures Berhad (MDV)
- Kumpulan Modal Perdana Sdn. Bhd

Subsidiary Company of Khazanah

- Malaysian Technology Development Corporation (MTDC)

Statutory Body

- Academy of Sciences Malaysia (ASM)

Non Government Organization/Organisation

- Malaysian Industry-Government Group for High Technology (MIGHT)
- Inno Biologics Sdn. Bhd.

Malaysian Nuclear Agency (NUCLEAR Malaysia)

Nuclear Malaysia (formerly known as Malaysian Institute for Nuclear Technology Research or MINT) was established in 1972 as the Tun Ismail Atomic Research Centre (PUSPATI). PUSPATI was later renamed the Nuclear Energy Unit (UTN) in June 1983 on being placed under the auspices of the Prime Minister's Department. In October 1990, UTN was retransferred to the Ministry of Science, Technology and the Environment, and upgraded and renamed as MINT in 10 August 1994.

Institutional Information Sheets

4.6.1 Malaysian Nuclear Agency (NUCLEAR Malaysia)

Institutional Information Sheet (Date as of: 19/11/2009)

Name of Institution: **Malaysia Nuclear Agency (Nuclear Malaysia)** (formerly the Unit Tenaga Nuklear (UTN))

Related Government Ministry/Department: **Ministry of Science, Technology and Innovation Malaysia (MOSTI)**

Contact details of Institution (address, tel, fax, email):

Malaysian Nuclear Agency (Nuclear Malaysia)

Bangi, 43000 Kajang, Selangor, Malaysia
 Tel: 03-8925 0510 Fax: 03- 8925 8262
 Email: corporatecomm@nuclearmalaysia.gov.my

Name and position of person in charge: **Dr. Daud Mohamad** (Director General)

Contact details of person in charge: Direct Line: 03-8925 0644 / 03-8925 0510 (ext 1600)

Outline and General Information of Organization

a) Brief History

Malaysian Nuclear Agency (Nuclear Malaysia) has a role to introduce and promote the application of nuclear science and technology for national development.

Established in 19 September 1972, Malaysian Nuclear Agency was then known as Centre for Application of Nuclear Malaysia (CRANE) before it was formally named as Tun Ismail Atomic Research Centre (PUSPATI).

In June 1983, PUSPATI was placed under the patronage of Prime Minister Department and was called Nuclear Energy Unit (UTN). It was then placed under Ministry of Science, Technology and Environment in October 1990. In August 1994, its name was changed to Malaysian Institute for Nuclear Technology Research (MINT).

On 28 September 2006, following its restructuring, MINT was given a new identity, which is Malaysian Nuclear Agency (Nuclear Malaysia). Its strategic location, near higher learning institutions, besides its close proximity to the National Administration Centre, Putrajaya, and the Multimedia Super Corridor, Cyberjaya, has stimulated Nuclear Malaysia to meet its aspirations.

Malaysian Nuclear Agency (Nuclear Malaysia) is a reputable agency in research and development (R&D) in science and technology. Its presence is synonymous with the development, augmentation and advancement of nuclear science and technology in Malaysia.

Since its establishment, Nuclear Malaysia has been given the responsibility to introduce and promote nuclear science and technology for national development, and until the present, Nuclear Malaysia maintains its significance as an outstanding organisation in science, technology and innovation.

Nuclear Malaysia plays a pivotal role in providing quality and best-in-class research towards comprehensively generating new technologies to meet the needs of nuclear technology's variety of applications. This standing is acquired through professional workforce training and discipline, well-planned infrastructure, and well-resourced research laboratories.

In 2008, Nuclear Malaysia's operating budget was RM 67.65 million and RM2.5 million for research.

To achieve excellence in R&D and services in nuclear technology, Nuclear Malaysia provides a conducive research environment to produce substantial achievement, a feat to be proud of.

(Please refer to appendix for Malaysian Nuclear Agency's achievement)

b) Aims and Objectives

Vision

Nuclear science and technology for knowledge generation, wealth creation, and societal and national well-being

Mission

Excellence in research and applications of nuclear technology for sustainable development

Objectives

- To generate new products and technologies through research and innovation based on the national development agenda
- To achieve an income, at minimum 30% of the annual operating budget, through transfer and commercialization of technology
- To enhance organisational excellence through planning and quality management

Source: Malaysian Nuclear Agency, Annual Report 2008

c) Function and Principal activity

As a premier R&D organisation in nuclear science and technology, continues to play an active role and contributes to the implementation and realisation of national science and technology policies to ensure that she remains to be a relevant public research institute.

d) Description of organizational structure and facilities

Industrial Technology Division

- compaction control for civil engineering works
- non-destructive testing of concrete and civil engineering structures
- plant assessments technology (troubleshooting and investigation of industrial process components)
- ultrasonic imaging systems for non-destructive inspection

Agro technology and Biosciences Division

Focusing on the research in the agriculture and bio-industry. Being part of the country's premier nuclear research center, the division is in the full advantage of harnessing the nuclear knowledge in agro and bio resources areas. Supported by qualified researchers and conducive research environment, the divisions is capable to produce, evaluate and adopted the research findings to the customers

Radiation Processing Technology Division

Radiation Processing Technology Division (BTPS) of Nuclear Malaysia specializing in the applications of radiation technology is developing new area of research and development such as the following:

- Natural polymer modification
- Polymer blend and composites
- Advanced materials and processing
- Radiation curing and synthesis of acrylates
- Electron Beam processing and services (ALURTRON)

(Please refer to appendix for current R&D project)

Facilities

Development of radionuclide international monitoring station RN42 in Cameron Highlands was

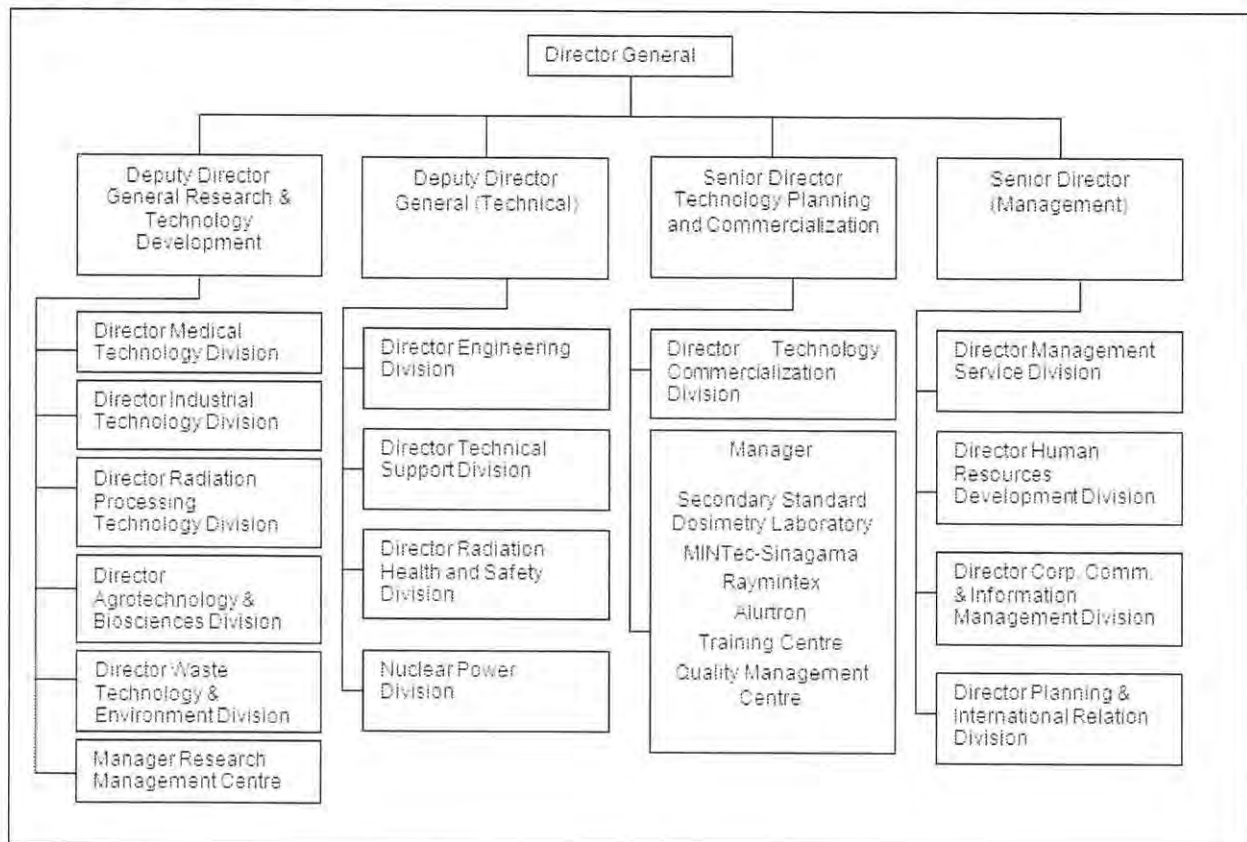
completed in march and ready to transmit the radionuclide monitoring information to International Data Centre in Vienna.

A total of 53 upgrading and facilities renovation projects as well as mechanical and electrical for research, development and commercialization has been successfully completed.

A total of 495 new computers and a new brand of email system with high capacity storage were received.

The usage of mint.gov.my domain and email addresses was terminated after two years of transformation period to new domain, nuclearmalaysia.gov.my

e) Organization Chart



Source: <http://www.nuclearmalaysia.gov.my/images/stories/PDF//CartaNM2009.pdf>

f) Description of specialized fields with the contents of activity

Products & Services

- Sterilization of Medical Products
- Non-Destructive Evaluation
- Plan Assessment Technology
- Compaction Control For Civil Engineering Works
- Radiation Vulcanized Natural Rubber Latex
- Research & Lab Accessories
- Scientific Apparatus Glass-Blowing
- Training Center
- Health & Safety

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Technical Cooperation Project

The Radiation Applications Project, 1989 Jul 05 – 1994 Jul 04

Objective:

To establish the technology of the radiation application using electron beam, machine at UTN for the purpose of contributing to the improvement and the development of technological capability of the nation

Output:

- Sterilisation of medical product using EB Irradiation
- Radiation curing of surface coatings
- Dosimetry – routine & standard dosimetry
- Operation and maintenance of EMB
- Safety – Safety management for EMB facility

Inputs:

Japanese side:

- Dispatch of Japanese experts and survey teams
 - 3 long term experts
 - 48 short term experts
 - 8 survey teams
- Acceptance of the Malaysian counterpart personnel for training in Japan: 15 counterparts
- Provision of machinery and equipment
- Others – Noise reduction works

Malaysian side:

- Allocation of Malaysian counterparts
- Allocation of budget
- Land, building and facilities

Impacts:

- UTN – a dedicated department for radiation processing research and development was established at UTN
- Industries – several seminars/workshops were conducted attracting a good number of participants from the private and public sectors. Awareness and appreciation of technology are picking up
- Malaysia – more effort are required, to realize the potential of this technology

Source: Evaluation of The Radiation Applications Project, JICA, 1993

b) Staff sent for training in Japan

	Work Position / Title at the time of training	Course attended	Year
1.	Research Officer, MINT	Basic Nuclear Energy	2004
2.	Research Officer, MINT	East Policy Malaysia - Executive Seminars	2004
3.	Control System Designing, MINT	East Policy Malaysia - Electronic	2003

	Work Position / Title at the time of training	Course attended	Year
4.	Research Officer in MINT Research	Environmental Radioactivity Analysis	1996
5.	Research Officer , MINT	Global Seismic III	2006
6.	Senior Research Officer, MINT	Industrial Gas Treatment And Energy Technology	1997
7.	Senior Research Officer, MINT	International Monitoring System	1998
8.	Manager, Environmental and Safety Evaluation Lab., MINT		1998
9.	Technical Assistant, Plant & Prototype Development Center, Malaysia Nuclear Agency	Japan - Malaysia Economic Partnership Training (Casting Mold)	2007
10.	Assistant Director, Management Services Department, Malaysian Nuclear Agency	Malaysia Youth Training / economy (Financial Investment)	2007
11.	Research Officer, Malaysian Nuclear Agency	Nuclear Infrastructure Plan	2007
12.	Research Officer , MINT	Nuclear Science And Technology	1997
13.	Research Officer , MINT		1998
14.	Research Officer, MINT		1999
15.	Research Officer, MINT		2000
16.	Research Officer, MINT		Radiation Processing
17.	Research, MINT Research	Radiation Processing and Its Applications	2005
18.	Senior Research Officer , MINT	Seminar On Nuclear Safety Administration Regulations	1998
19.	Research Officer, Incineration and Renewable Centre, MINT	Tropical Biomass	2006

Source: JICA Malaysia Office Data

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

Not applicable

Appendix

Achievement of Malaysian Nuclear Agency

The year 2009 was a challenging year to Nuclear Malaysia. With her maturity of more than three decades, Nuclear Malaysia has been capable of facing the challenges and managing the change. In line with the current needs and development, a strategic action plan and its implementation has been developed to meet set targets. Nuclear Malaysia has emphasised not only to improve the human capital potential but also to ensure all activities are performed to suit the mainstream S&T and national interest.

The change of name from Malaysian Institute for Nuclear Technology Research (MINT) to Malaysian Nuclear Agency (Nuclear Malaysia), and organisational restructuring has enabled the agency to realign its functions and activities. Following this reorganisation exercise, Nuclear Malaysia now consists of four programmes, namely:-

- research and technology development,
- technical support,
- commercialisation and technology planning and
- management services programmes.

These programmes will provide means for Nuclear Malaysia to focus its activities, including a renewed interest in nuclear power as an alternative source of energy for the nation.

In 2008, Nuclear Malaysia's operating budget was RM 67.65 million and RM2.5 million for research.

Technology Planning and Development

The year 2009 was the first year of 9MP implementation within the national mission development framework towards achieving Vision 2020. The year was also attributed to the beginning of the new R&D projects mechanism at national level. In realising the potential of S&T as an agent for new economic development for the nation, particularly in facing the global competitive market, Nuclear Malaysia has focused its R&D into six priority areas, namely

- advanced material,
- advanced manufacturing,
- biotechnology,
- ICT,
- advanced alternative energy and
- Nanotechnology.

With its multidisciplinary features, nuclear technology has the ability to offer technical solution to arising technical problems. The R&D projects shall be market driven to produce beneficial products to generate economic return through downstream activities. The implementation of R&D projects has been periodically monitored and analysed to ensure the projects were on the right track and meet the set target within the time frame.

To strengthen the project implementation and optimising resources sharing, several related projects have been consolidated into few main projects, which will produce more significant socioeconomic impact. In this respect, apart from conducting collaborative research internally through the matrix system, research is also conducted through collaboration with other research organisations. Research collaboration with industrial partners also has been enhanced to produce research products that can be directly beneficial to end users. Thus, the efforts have been made to ensure research products can be commercialised through technology transfer and licensing.

Commercialisation of Technology

Efforts have been geared to commercialise research products that have market potential. Besides business partnership identification, initiatives have also been taken on products and processes promotion through participation in technology showcase and exhibition. Nuclear Malaysia also participates in exhibition and innovation competition, and the opportunity also has been taken to develop networking. In this case, the promotional activities among small and medium scale industries (SMI) have been given special attention in line with the government intention to transform the SMI into self sustainable high

technology industry. Several collaborative efforts have been sealed with selected SMIs to seek source of funding to carry out commercial activities. Effort to develop technoentrepreneurship was not limited to the companies and staff of Nuclear Malaysia was also given opportunity to participate in the exercise. The Executive Forum, for example, was held at Nuclear Malaysia, in which well-known business figures were invited to deliver talks related to the business world and to encourage interest in technoentrepreneurship.

Through commercialization and technology transfer activities, Nuclear Malaysia has generated income of RM12.7 million, representing about 22.3% of self sufficiency.

Corporate Support

The corporate activities were undertaken as support activities to facilitate the implementation of R&D programme in Nuclear Malaysia. The success and firmness of R&D project mainly depends on the corporate support activities including development of human capital, bilateral and multilateral collaboration. The approach has enabled Nuclear Malaysia to acquire new knowledge and technology, and in developing personnel capacity in-line with the principles of Islam Hadhari.

Promotional and rebranding efforts have become important agenda to enhance organisational image, particularly in channelling information to the public, and most importantly after the change of name from MINT to Nuclear Malaysia. Talks, exhibition, media relation, publication of periodicals and visits are approaches taken to expose Nuclear Malaysia to the public. Development of human capital as well as talent is emphasized in order to produce competitive, resilient, creative and innovative world class workforce. In this respect, comprehensive training course modules have been designed to encourage participation in both formal and informal training, in line with the government policy of achieving seven days of training per worker per year. In addition, all staff, particularly researchers are given opportunity to obtain higher academic qualification through Nuclear Malaysia's approved research projects. This approach was aimed to achieve three objectives: career development, ensuring success of projects and contributing to an increment of research scientists and engineers (RSE) ratio of 50 RSE for every 10,000 labour workforces as intended by the government in 9MP.

Nuclear Malaysia personnel are always encouraged to write not only for knowledge dissemination and enrich scientific publication but also to strengthen Nuclear Malaysia position in the scientific community.

To highlight the importance of quality and to portray the excellence of the organisation, quality management is continuously given attention to, to ensure firmness in services, efficient delivery system and transparency. Apart from maintaining ISO 9001 and ISO/IEC 17025 certification for existing services, Nuclear Malaysia is also taking steps to acquire recognition on integrated quality system for occupational safety and health management.

Internationalisation

In the international area, through continuous hard work, Nuclear Malaysia has successfully expanded its technical services, consultancy and training activities by penetrating new market in the Middle Eastern countries and Africa, shifting from traditional market in ASEAN countries such as Brunei Darussalam, Myanmar and Vietnam. The entry to these countries is a turning point for Nuclear Malaysia to penetrate a bigger global market as part of her internationalisation agenda.

Malaysia's membership in the IAEA has brought many benefits especially to Nuclear Malaysia, in the aspect of expertise development of human resources, as many of its officers has been appointed as IAEA experts to help develop radiation infrastructure and research facility of the Member States. With these expertise and professionalism, as well as high commitment, several Nuclear Malaysia researchers have been appointed to lead regional collaborative projects and frequently selected to supervise IAEA fellows.

Financial Performance

Nuclear Financial Performance

No	Source	Allocation(RM)	Expenditure(RM)	Performance
1	Operational	63,374,200.00	61,041,541.50	97.86
	a) Existing Policy	2,150,000.00	2,071,138.61	96.33
	b) New Policy	2,125,000.00	1,950,744.18	91.80
	c) One-Off			
2	Development	26,000,000.00	25,402,235.12	97.70

Operating

	2004	2005	2006	2007	2008
Allocation (RM Million)	46.37	47.92	55.84	58.94	67.65
Expenditure(RM Million)	46.29	43.24	50.25	54.65	65.06
Percentage %	99.83	90.22	89.97	92.7	96.17

Human Capital Development

Nuclear Malaysia continues to emphasize on the efforts to develop its human capital, which is the main asset in enhancing the agency's competitiveness and excellence in the future. Every staffs were encouraged to undergo courses in order to strengthen their competency in the effort to upgrade the level of professionalism, quality of services and research findings.

Nuclear Malaysia has organized 70 courses and nine value and religious lectures which involved a total of 4276 participations. Apart from this, staffs also undergo short training courses organized by other agencies. A total of 124 personnel participated in 104 courses at international level while 707 staff has participated in 226 local courses.

To ensure the continuous strengthening of the R&D capacity and technology commercialization, every staff were encouraged to undergo formal training program. A total of 30 and 63 officers were pursuing their studies for Doctorate and Master Degree, respectively. Five have successfully completed their Master Degree.

Meanwhile in Competency Level Assessment (PTK), Nuclear Malaysia has organized four courses and 24 PTK examinations which involve 73 and 148 candidates, respectively. The PTK curriculum has been revised and amended to ensure that the evaluation criteria meet the current requirements.

Nuclear Malaysia had received 182 trainees from local institution of higher education and agencies, and also supervised 56 university students.

Under the IAEA Technical Cooperation Program, 10 research officers went for fellowship program. A total of 9 researchers carried out expert missions to Austria, Syria, Kuwait, Yemen, Sudan, Pakistan, Sri Lanka, Uzbekistan, The Philippines, Indonesia, Myanmar, Jordan, Lebanon, Bangladesh, Maghribi, Vietnam, India, China, Thailand, Singapore, Botswana, Mongolia and Qatar. Nuclear Malaysia received 30 expert missions to enhance the research activities. Whilst, Nuclear Malaysia has accepted the scientific visit of seven foreign scientists, and trained ten IAEA fellows from countries including Sri Lanka (1), Saudi Arabia (1), Sudan (1), Myanmar (1) and Pakistan (3) in various fields.

Fields	Number
Nuclear Engineering and Technology	3
Radiation Metrology and Dosimeter	1
Radiation Processing Facilities and Applications	3
Non-Destructive Testing (NDT)	1
Occupational Exposure Control	2

Current R & D Projects

Agroindustrial By-products

Agroproducts

- Decontamination of Cosmetics and Pharmaceuticals Using Radiation
- Education and Acceptance of Food Irradiation Technology in Malaysia

Biomaterials

- Controlled Release Technology of Agrochemicals for Tropical Agriculture
- Controlled Release Formulations of Fertilizer Containing Palm Oil Mill Effluent (POME)
- Development of Controlled-Release Products for Agricultural Applications using Natural Resources
- Development of Hydrogel for Clinical Application
- Effect of Different Doses of Gamma Irradiation on Biomechanical Strength of Deep-frozen, Freeze-dried and Demineralised Bone Allograft Using Animal Model
- Effect of Gamma Irradiation on Healing Properties of Deep frozen, Freeze dried and Demineralised Bone Allograft Using Animal Model
- Production of Radiation-Sterilised Bone Allograft
- Radiation Processing of Chitin/Chitosan
- Radiation Processing of Water Soluble Polysaccharide

Fruit Industry

- Behaviour and Fate of Pesticides in Vegetables
- Breeding of New Varieties of Pisang Mas
- Crop Water Management of Lansium
- Development of DNA Marker for Fusarium Resistance in Pisang Berangan
- Efficient Agronomic Management in Lansium Production Through the Use of Nuclear Technology
- Efficient Agronomic Management of Banana Crop Through the Use of Nuclear Technology
- Impact of Pesticides on Agro ecosystems
- Improvement of Ex-Mining Land by Fertigation System and Organic Matter Management
- Improvement of Lansium domesticum Through Induced Mutation
- Improvement of Pest and Disease Control for Lansium (Dokong) Through Nuclear and Related Technologies
- Mutation Breeding for Improvement of Fruits (Mangosteens and Bananas)

Industrial Materials

- Aluminium Alloy with Activator Materials as a Sacrificial Anode for Corrosion Protection Application
- Development of Aluminium Matrix Composite for Automotive and Aerospace Application
- Life-time Engineering of Silicon by Electron Irradiation in Power Devices Fabrication

Intelligent Systems

- Development of Computational Modelling for Small Angle Neutron & X-ray Scattering (SANS & SAXS) Studies
- Development of Expert System for On-Line Nuclear Process Control
- Expert System for NDT Image Interpretation and Evaluation

Medical Physics

- Design and Biotechnical Study of Orthopaedic Implant System
- Development of Intramedullary Rod System Implant for Orthopaedic Surgery
- Maintenance of Medical X-ray Machines
- Non-Ionizing Radiation (NIR) Safety
- Quality Assurance Programme in Diagnostic Radiology

Nondestructive Testing

- Corrosion and Deposit Evaluation in Industrial Plants by Radiographic Method

Nuclear Medicine

- Development of Ho-166 as a Radio therapeutic Agent
- Development of New Radiopharmaceuticals
- Development of Radio immunodiagnostic and Radio immunotherapeutic Kits for Nuclear Medicine

Ornamental Industry

- Development of Gamma Irradiation as a Quarantine Treatment for Mites on Cut Flowers
- Gamma Irradiation as a Quarantine Treatment of Mites on Cut Flowers
- Improvement of Selected Ornamental Plants through Induced Mutation
- Induced Mutation and In Vitro Mutagenesis of Ornamental Plants

Pharmaceutical Technology

Plastic Crosslinking

- Development of Heat-Shrinkable Compound
- Enhancement of the Properties of Thermoplastic Natural Rubber (TPNR)

Radiochemistry & Environment

- Application of Nuclear and Complementary Analytical Technique to the Assessment of Air Pollution
- Chemical Characterization of Air Particulate Matter
- Co-Combustion of Municipal Solid Waste (MSW) with Oil Palm Shell and Its Derivatives in a Fixed-Bed Combustor
- Development of Ceramics Catalytic Support and Catalytic Converter for Gas Purification
- Development of Physical Model for Evaluating Flowrate, RTD, Channelling and Mixing Characteristics
- Estuaries and Coastal Management Studies - Modelling of Estuaries and Coastal Sediment Transport and Other Studies
- Minimization of Thorium Waste Volume Through Calcination and Compaction Process
- Marine Contamination and Transport Phenomena
- Purification of Rare Earth Extracted from the Radioactive Waste of Malaysian Monazites Cracking Plant
- Soil Erosion and Sedimentation Assessment Studies by Environmental Radionuclide and Their Application to Soil Conservation

Radiometry

- Computed Tomography for NDE in Industry

Rubber Processing

- Property Enhancement in Radiation-Vulcanised Natural Rubber Latex (RVNRL)

Surface Coating

- Coating of Cementboard Panels
- Coating of Controlled-release Fertilisers Using Palm Oil & Commercial Resins
- Development of Pressure Sensitive Adhesives (PSA) from Palm Oil Resins
- Synthesis of Palm Oil Resins

Tracer Technology

- Application of Nuclear Techniques in Pollutants Transport Study in Groundwater System
- Radioactive Tracer Study in Secondary Petroleum Recovery

Source: http://www.nuclearmalaysia.gov.my/index.php?option=com_content&task=view&id=91&Itemid=135

INIS Malaysia

Malaysia is a participating member country of INIS.

INIS, the International Nuclear Information System, is the world's leading information system on the peaceful uses of nuclear science and technology. Operated by IAEA, INIS is based on the international cooperation with participating Member States and international organizations.

INIS international link: <http://www.iaea.org/inisnkm/index.html>

INIS maintains a database containing over 3 million bibliographic references and announces the availability of scientific literature published worldwide on the peaceful uses of nuclear energy. It also maintains a collection of full text non-conventional (grey) literature that would be difficult to obtain elsewhere.

INIS Liaison Officer

Mr. Samsurdin Ahamad

Director, Information Management Division

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URL: <http://www.nuclearmalaysia.gov.my/>

Vision

Nuclear Science and Technology for Knowledge Generation, Wealth Creation, and Societal and National Well-being

Mission

Excellence in Research and Applications of Nuclear Technology for Sustainable Development

Source: <http://www.nuclearmalaysia.gov.my/inis/maininis.html>



4.7 Ministry of Rural and Regional Development

Please refer to Chapter 2.4.

Institute for Rural Advancement (INFRA)

INFRA is the primary training institute for the management of rural development. INFRA's main focus is to train leaders from the grassroots level and conduct research pertaining to rural issues. The institute also focuses on issues of poverty alleviation and non-formal education.

Currently, INFRA is involved in JICA's TCTP and conducts training courses on Sustainable Rural Development and Poverty Alleviation.

Institutional Information Sheets

4.7.1 Institute for Rural Advancement (INFRA)

Institutional Information Sheet (Date as of: 22/11/2009)

Name of Institution: Institute for Rural Advancement (INFRA)

Related Government Ministry/Department: Ministry of Rural & Regional Development

Contact details of Institution (address, tel, fax, email):

Institute for Rural Advancement (INFRA)

Lot 2A, Persiaran Institusi, 43000, Kajang, Selangor Darul Ehsan, Malaysia

Tel: 03-8926 6002 Fax: 03-8926 5901

Website : www.infra.gov.my

E-mail : nordiyana.mohdtaib@infra.gov.my

Name and position of respondent : Nordiyana Bt Mohd Taib

Contact details of respondent : Tel: 03-8926 7067 Fax:03-8926 5905

E-mail : nordiyana.mohdtaib@infra.gov.my

Outline and General Information of Organization

a) Brief History

Institute for Rural Advancement or better known as INFRA is directly under the Ministry of Rural and Regional Development. It is a primary training institute for the management of the development of the countryside. INFRA's main focus is to train leaders from the grassroots level, conduct salient research pertaining to the issues of rural development, poverty alleviation and non-formal education

The Institute for Rural Advancement (INFRA) was established after the re-organization of the South Kelantan Development Authority (the short form in Malay :SEDAR), and the Community Advancement Division (the short form in Malay :KEMAS).

Extensive modifications and adjustments were done to the scope of operations and trainings after the re-organization of SEDAR to INFRA. The adjustments and modifications were done to focus more on dynamical rural management in order to materialize the Rural Vision (ie Desa Wawasan in Malay). INFRA's main target is the rural communities.

Institute for Rural Advancement (INFRA) is a training centre under the Ministry of Rural and Regional Development (MRRD) established in 1996. It provides training to the leaders in the field of rural development. Its targeted groups are the leaders of the community. It adopts a formal training approach and conducts classes in lecture rooms where participants are trained to generate village profile.

In 2007, INFRA revamped its training approach to suit the requirement of the targeted group by adopting an Integrated Action Training Scheme that combines activities such as planning and assessment, conducting of training, preparing Rural Action Plan, implementation of Rural Action Plan as well as coordinating and monitoring activities. This concept enables INFRA to focus all its resources in conducting training programmes throughout the country to ensure that the targeted group receives knowledge and skills from INFRA's training programmes.

The formal approach of conducting training in the lecture rooms has been reduced and replaced with in-situ training through the implementation of rural action plan workshops.

The preparation of Rural Action Plan is based on the empowerment approach as an alternative way in development which gives emphasis on giving autonomy authority to local community in decision making, self-sustained community, democratic participation (encouraging villagers' participation) or

bottom-up approach. The empowerment approach which is used in the Rural Action Plan means giving authority to the villagers themselves to plan the development of their villages. The action plan generated is for a period of three to five years.

In addition to the existing courses conducted, INFRA will introduce two new programmes to the targeted group, and they are Certificate on Level Course and Financial Management Course.

Certification Level Course offered at the certification level is Rural Economic Management (Rural Tourism – Homestay). It aims to create professional rural tourism entrepreneurs capable of enhancing the rural economy using resources available in the rural environment. The certification programme is for a period of six months. INFRA goal is to be the sole institution in rural development in this country. Successful participants will be awarded with certificates in the field of rural tourism and will be recognised by Skills Development Department (JPK) of the Ministry of Human Resource.

The villagers are required to be equipped with skills in financial management. The financial management course covers accounting, cash flow, preparation of budget, bookkeeping, project management and other various aspects of finance. This financial course is also opened to participants from Poverty Eradication Programme, MRRD.

To reduce the digital gap between the urban and rural community, INFRA gives priority in creating an ICT literate rural community. The leaders in the rural community are given exposure, knowledge and skills in ICT to expand knowledge in computer technology.

Other than monitoring the research conducted by MRRD and agencies under the Ministry, INFRA also conducts its own research such as research on Planning of Village Development Programme which involves the participants from Village Development Action Plan Course.

Other than implementing the programme in a form of courses, INFRA also conducts a Rural Vision Movement (GDW in Malay Gerakan Daya Wawasan) programme. This programme involves participation from villages with projects that can generate income for the villagers. The GDW Convention was introduced in 1996, and it was conducted at two levels i.e. zone and national level for every two years alternately. It is an effort to recognise constructive ideas of the rural community so that those ideas can benefit the rural community as a whole.

INFRA also conducts international courses with a purpose of sharing experiences with developing countries in the effort to eradicate poverty and rural development. These international courses receive the cooperation from international and local institutions such as Afro-Asian Rural Development Organization (AARDO), Japan International Cooperation Agency (JICA), Commonwealth Secretariat (COMSEC), Economic Planning Unit, and Department of Agriculture.

To date, INFRA organises yearly courses such as: Malaysian Technical Cooperation Programme (MTCP), Third World Countries Training Programme (TCTP), Cooperation Programme between INFRA and Commonwealth Secretariat (COMSEC).

Source: http://www.infra.gov.my/main_activity

b) Aims and Objectives

Vision:

- To be an outstanding institution for Malaysia; and
- An international reference centre in the areas of training, non-formal education and rural research.

Mission:

- To play an effective role in complementing the efforts of nation-building; by
- Empowering the rural people through training and lifelong education.

Source: http://www.infra.gov.my/vision_and_mission

Objective:

- Training the rural development management trainers so that through them, we can produce more prime movers that could improve and enhance the living conditions of the rural communities.
- Assisting to upgrade the capability of public agencies' employees, social activists and the movers

of non-governmental organizations to be effective conveyers.

- Becoming the centre of research and reference, data bank and intellectual development for the countryside development and non-formal education programmes.
- Diffusing the changed management of rural development paradigm to parties that are involved in the efforts of reviving and developing the rural areas and upgrading the mentality of the rural communities.
- Contributing technical assistance, advice and training to foreign countries and handling research regarding the rural with the collaboration with international organizations

Source: <http://www.infra.gov.my/objectives>

c) Description of organizational structure and facilities

Training Division

The training Division is responsible for conducting training programmes in order to achieve the vision, mission, objective and client charter of INFRA.

The training programmes reinforce the leaders to the roots, enhance personnel and trainer skills and foster cooperation with the officers at local and international levels.

Function:-

In order to achieve the above missions and objectives, the Training Division is responsible with the roles and functions as follows:

- Preparation of training plan for Village Development and Security Committee (JKKK)'s leaders to ensure that they are capable of developing the village in a systematic manner through profile formation and rural development action plan
- Conduct training in the field of Rural Management to assist in accelerating the process of rural advancement
- Formation of skilled group of trainers to accelerate the process of strengthening the targeted group
- Reduce the digital gap between the urban and the rural community through courses relating to ICT at INFRA and Info-Desa Square (MID)
- Conduct training base on sharing experience with third world countries in collaboration with international organizations

Objectives:-

- Prepare comprehensive training programmes in accordance with the current requirement of the targeted group
- Reinforce the grass root leaders so that they are able to prosper the rural community in line with the national development goal
- Prepare training programmes to enhance the skills of officers and trainers
- Formation of Rural Development Action Plan through in-situ training workshops with the targeted group
- Enhancing network through cooperation at international level in the field of rural development and eradication of poverty

This division is divided into 4 units as follows:-

- Rural Management Unit
- Training of Trainers Unit
- Electronic Community Unit
- International Training Unit

Rural Management Unit

This unit is responsible for conducting courses relating to rural development to the grassroots leaders through short-term training programmes.

These courses are in the field of development, leadership, management of Village Development and Security Committee (JKKK) as well as seminars and conventions.

List of courses under the Rural Management Unit:-

- Village Development Action Plan (PTPK)
- Village Management and Administration
- Fundamental at Bookkeeping and Entrepreneurship
- Community Management Course : Mosque
- Communication and Leadership Course
- Rural Vision Movement
- Study Visits for Rural Leaders
- Seminar on Development of Economic Region

Training of Trainers Unit

This unit is responsible for conducting courses to speakers and facilitators consist of officers under the Ministry of Rural and Regional Development. This unit has successfully produced competent and dedicated trainers also known as Core Master Trainers and Master Trainers.

List of courses under Training of Trainers Unit are:-

- Training of Trainer : Fundamental Trainer Training (FTT)
- Rural Leadership Course
- Fundamental Rural Tourism: Homestay
- GDW Special Course
- Seminar on District Development
- *Ih'ya Ramadhan* programme

Electronic Community Unit

This unit is responsible for conducting courses pertaining to Information Technology (IT) for leaders of rural institution, villagers and MID trainers throughout Malaysia.

List of courses under Electronic Community Unit are:-

- ICT-based Rural Management and
- Training of Trainer : Trainer's Fundamental Training (MID Manager).

International Training Unit

This unit plays the role of conducting international training programmes for the purpose of sharing experiences with countries receiving Malaysian technical assistance in areas of poverty eradication and rural development.

List of courses under International Training Unit:-

- Malaysian Technical Cooperation Programme (MTCP): INFRA-EPU (Economic Planning Unit)
- Third Country Training Programme (TCTP): INFRA-EPU-JICA (Japan International Cooperation Agency)
- INFRA-Commonwealth Secretariat (INFRA-COMSEC)
- Course on ICT ASEAN (Association of Southeast Asian Nations)

Facilities

Educational facilities :

- 10 lecture rooms
- 4 discussion rooms

- 2 computer labs
- 1 multi-purpose hall
- 1 library
- 1 gallery

Sports and Recreation facilities :

- 3 indoor badminton courts
- table tennis table
- Sports equipment and a gymnasium

Accommodation facilities :

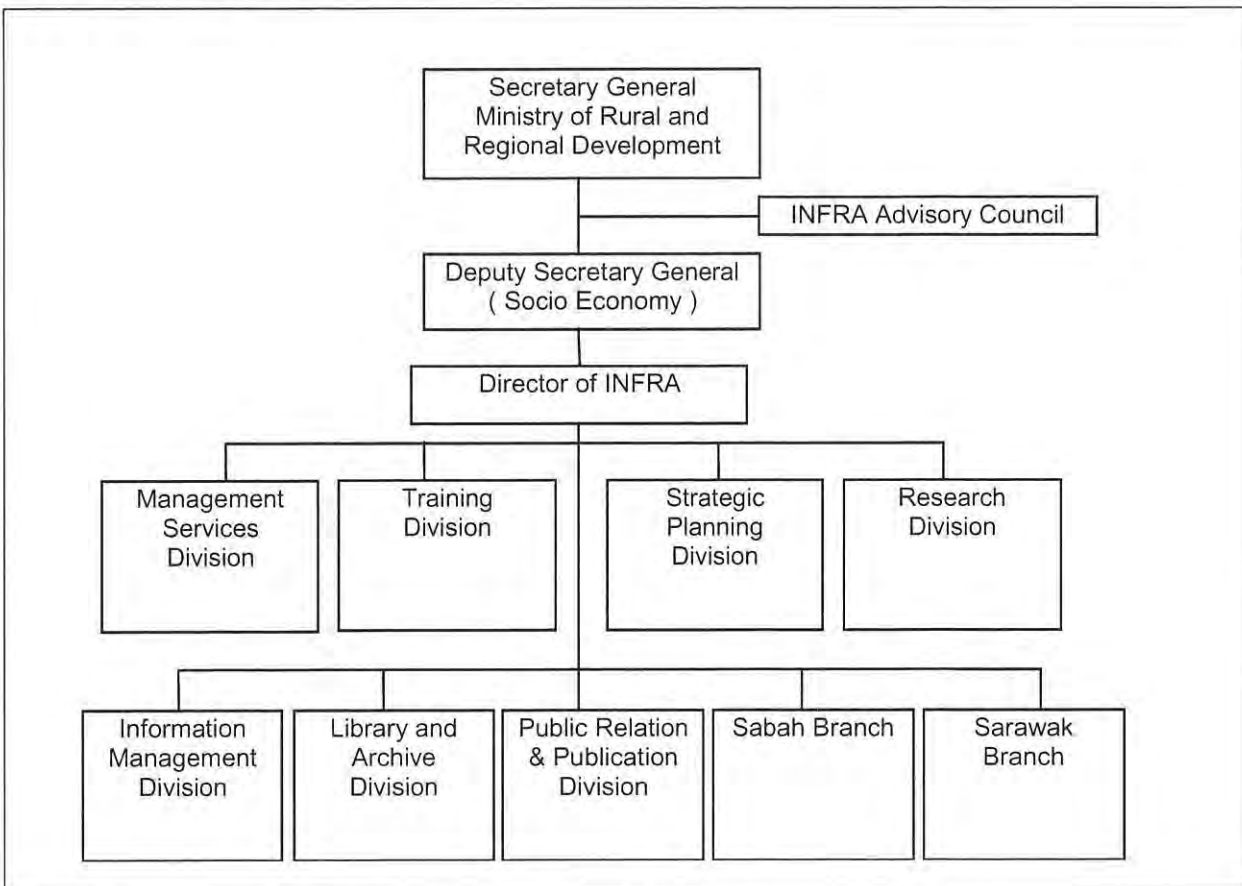
- 127 air-conditioned rooms for participants

Other facilities :

- Food court
- Prayer Room
- Retail outlets

Source : http://www.infra.gov.my/basic_facilities

d) Organisation Chart



Source: <http://www.infra.gov.my/>, edited by PE Research

1. Official Development Assistance

1a) History / experience of Technical Cooperation or Loan Assistance by the Government of Japan

a) Third Country Training Programme

Sustainable Rural Development and Poverty Alleviation: The Malaysian Experience, 2006
followed by 2009 - 2011

b) Staff sent for training in Japan

Name	Course attended	Year
Yusmazy Md Yusup	Young Leader's Programme : Human Resource Management	2007

Source: INFRA

c) Japanese experts assistance received by the institution

	Assistance provided	Month/Year	Duration
1.	External Resource Person *	10/09	10days
2.	External Resource Person	8/08	6days
3.	External Resource Person	6/07	5 days
4.	External Resource Person	5/06	5 days

* Providing lectures/input regarding Japan's rural development and related assistance to developing countries especially Africa.

Source: INFRA

1b) Experience of other International / Technical Cooperation by other countries

Afro-Asian Rural Development Organisation (AARDO), New Delhi, India

As a collaborating partner in Malaysian Technical Co-operation Programme (MTCP) on Poverty Alleviation course.

Commonwealth Secretariat (COMSEC), London

Jointly collaborate courses on "Enhancing Rural Governance Through Total Rural Management", The Malaysian Experience and Poverty Alleviation.

2. Technical Cooperation provided by the institution for other developing countries

2a) Year of first involvement Malaysian Technical Cooperation Programme:

1998

2b) Type of MTCP provided

Short-term specialized training – scheduled training

Study visit and practical attachments

2c) List of Training Courses under execution / planned by the institution for the future

Title	Type	Country/ Region	Period	Year	Remarks (e.g. Number)
Poverty Alleviation (2 series)	Short Term Training	MTCP Member countries	2 weeks	2010	25 participants each set
Sustainable Rural Development	(Class field visit & action Plan oriented)	African countries	2 weeks	2010	24 participants
Rural Governance		Commonwealth countries	2 weeks	2010	30 participants

Source: INFRA