

## LEARNING OUR COMES

- At the end of the course, the participants will be equipped with the necessary tools and demanded skills required to perform their duties more effectively as diplomatic practitioners.

## COURSE METHODOLOGY

Participants will learn through classroom lectures, discussions, group and individual exercises, simulations, study visits and briefings. Participants will also be given assignments based on the course requirements. The course will be fully conducted in English.

## COURSE CONTENT

- Malaysia's Foreign Policy
- Public Diplomacy Best Practices
- Economic Diplomacy
- Malaysia's Multilateral & Bilateral Practices
- Crisis Management
- Leadership & Management for Diplomatic Officers
- Malaysia and ASEAN
- Media Relations & Media Skills
- Integrity in the Government Service
- Protocol Practices & Diplomatic Etiquette
- International Negotiations
- Study Tour
- Country Report
- Cultural Visit

## PREREQUISITE / ELIGIBILITY

Interested applicants must fulfill the following criteria:

- Nominated by their respective Ministries of Foreign Affairs;
- Below 40 years of age;
- One or more years of work experience in international affairs / relations or international trade;
- Have a basic university degree; and
- Proficient in the English language

## HOW TO APPLY?

- All applications should be made using the prescribed MTCP forms available through <https://mtcp.kln.gov.my>.
- MTCP application forms can also be obtained from the nearest Malaysian Embassy/High Commission in recipient countries.
- Submitted application forms must be accompanied by the following documents:
  - Copy of Passport (all colored pages including blank pages, front & back cover)
  - 2 copies Passport sized photo (3.5cm x 5cm) (White background)
  - 6 months passport validity
  - Medical Report (with clinics' official seal)
- All application forms must be duly completed and endorsed by the Ministry of candidates' respective countries and should be submitted only through the diplomatic channel via Malaysian Embassy/High Commission of Malaysia.
- Incomplete and/or unendorsed forms will not be considered.
- Successful candidates will be notified with Official Invitation two (2) week from the course date by the Institute via email.
- All applications will be subjected to a strict selection process by the Ministry of Foreign Affairs Malaysia under the purview of the International Cooperation and Development Division.

For course enquiries, contact us at  
[mtcp@idfr.gov.my](mailto:mtcp@idfr.gov.my)

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CENTRE FOR POLITICAL STUDIES AND  
ECONOMIC DIPLOMACY (PSED), IDFR

## RULES AND REGULATIONS

- All participants must arrive in Malaysia no later than the date of commencement of the course, unless given permission by the Institute.
- Absence from any of the scheduled sessions during the course, including study visits for any reason is strictly prohibited without prior permission from the Institute.
- All participants are expected to maintain a high level of participation during the lectures, and conduct themselves in an agreeable manner amongst their peers. Any show of poor conduct will be treated seriously and immediate notification will be sent to the participants' mission in Malaysia and to their respective Ministry of Foreign Affairs.
- All participants must observe punctuality at all times. Those who are late or miss the IDFR transport must find their own way to the Institute to attend the session, or otherwise will be considered absent.
- Participants are required to dress in formal or office attire throughout the class sessions as well as during official visits to Government Ministries/Agencies.
- After the course, all participants must return to their home country and the Ministry and the Institute will not entertain any requests to travel to neighbouring countries.

## COURSE FEES, ACCOMMODATION AND MEALS

- All course fees are borne by the Government of Malaysia.
- Accommodation and meals will be provided throughout the duration of the course. Participants are not allowed to bring any family members during the course and change any arrangements done by the Institute.
- All participants will be provided with a daily allowance based on the MTCP regulations which is appropriate for the course duration and subjected to current changes.

## AIRFARES

- A return flight ticket from the capital city of the recipient country to Kuala Lumpur on economy class is provided for participants.

## VISA AND VACCINATION

- All participants must enter Malaysia with Visa With Reference (VWR). Participants for the programme will receive a copy of the approval letter from the Institute. Participant are required to obtain the VWR stamping from the nearest Malaysian Embassy/High Commission. Expenditures on all visa-related fees, airport tax/airport user's charge, transit insurance, excess luggage, travel tax, transit fees, domestic passenger terminal fees, phone charges, private purchases, etc. are borne by the participants.
- Participants are required to be vaccinated for Covid-19 prior to arriving in Malaysia. Participants from countries listed in <https://www.imi.gov.my/index.php/en/main-services/visa/visa-requirement-by-country/> are required to take mandatory vaccination for Yellow Fever at least ten (10) days prior to their departure to Malaysia. Yellow Fever Vaccination certificate is required upon landing in Malaysia.

## MEDICAL

- Participants should be certified medically and physically fit to participate in this programme. In the case of emergencies and need of medical treatment, medical expenses at a government hospital will be borne by the Government of Malaysia. However, medical expenses at private clinics shall be borne by the participants.



INSTITUTE OF DIPLOMACY AND FOREIGN RELATIONS  
MINISTRY OF FOREIGN AFFAIRS, MALAYSIA

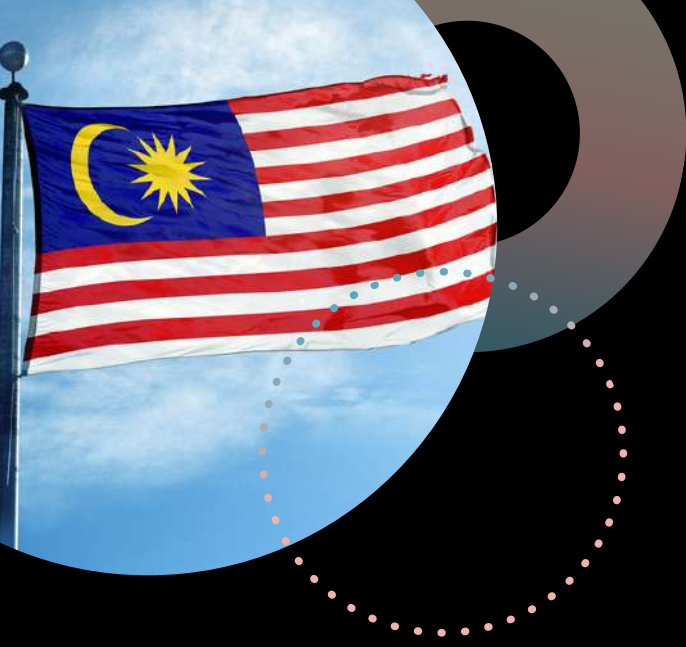
## MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)



## DIPLOMATIC TRAINING COURSE FOR INTERNATIONAL PARTICIPANTS

6 - 15 MAY 2024  
KUALA LUMPUR, MALAYSIA

APPLICATION DEADLINE:  
5 APRIL 2024



## ABOUT MALAYSIA

Malaysia is a Southeast Asian country occupying the Malaysian Peninsula and part of the island of Borneo. It is known for its beaches, rainforests, and mix of Malay, Chinese, Indian, and European influences. The sprawling capital, Kuala Lumpur, is home to colonial buildings, modern skyscrapers, lively shopping districts, and dotted with green spaces.

Nestled in between Thailand to the north and Singapore to the south, Malaysia is a federation that consists of 13 states (11 in West Malaysia, and two in East Malaysia) and three federal territories. As a federation, the governance of the country is divided between the federal and the state governments. Malaysia is a parliamentary democracy with a federal constitutional monarch, in which the DYMM Yang di-Pertuan Agong is the head of state and the Prime Minister of Malaysia is the head of government.

Since the early 1980s, Malaysia has steadily diversified its economy. Major changes include a departure from a reliance on the cultivation and export of raw materials, in particular natural rubber, to a focus on services, construction, manufacturing, and tourism. Tourism, in particular, has had a significant impact and, as a generator of foreign exchange.

Malaysia is also a tropical holiday destination, where temperatures fluctuate between 25 and 35 degree Celsius throughout the year. Nice breezes can be enjoyed on the many islands surrounding Malaysia, while the highlands offer cooler temperatures that do not exceed 25 degree Celsius.

## ABOUT MTCP

The Malaysian Technical Cooperation Programme (MTCP) was initiated at the First Commonwealth Heads of Government Meeting (CHOGM) for Asia Pacific Region held in Sydney in February 1978. It was officially launched on 7th September 1980 at the 2nd CHOGM in New Delhi, India to signify Malaysia's commitment to South-South Cooperation, in particular Technical Cooperation among Developing Countries (TCDC).

The MTCP emphasises the development of human resources through the provision of training in various areas which is essential for a country's development. These areas include diplomacy and diplomatic practices, economy, good governance, education, tourism, environment, social development, halal industry, safety and security as well as technology, among others. As of 31st December 2023, 37,815 participants from 144 recipient countries have benefited from the various programmes offered under the MTCP.

For more information at MTCP Official Portal: <https://mtcp.kln.gov.my/> and MTCP Official Facebook Page: <https://www.facebook.com/MTCPMalaysia>

## OBJECTIVES

- To share development experiences with other developing countries;
- To strengthen bilateral relations between Malaysia and other developing countries;
- To promote South-South Cooperation (SSC); and
- To promote Technical Cooperation among Developing Countries (TCDC)

## TARGET GROUP

- This course will be relevant to junior and mid-career diplomats and government officers whose nature of work is related to diplomacy and management.



## INSTITUTE OF DIPLOMACY AND FOREIGN RELATIONS

The Institute of Diplomacy and Foreign Relations, also known as IDFR, is the Ministry of Foreign Relations, Malaysia's training arm. IDFR conducts training programmes for Malaysian diplomatic officers as well as officers from other government ministries and agencies. Apart from the main diplomatic training courses, IDFR provides mid-career and follow-up professional skills training to enhance the professionalism of serving officers.

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 which are diplomacy and foreign relations, as well as foreign languages.

IDFR also offers training courses to more than 136 countries worldwide, namely to participants from developing countries under the Malaysian Technical Cooperation Programme (MTCP), ASEAN, Colombo Plan and Commonwealth countries.

IDFR trainees have numerous opportunities to participate in seminars, workshops and round table discussions, and benefit from keynote addresses and lectures by distinguished visiting scholars and international leaders. Speakers under IDFR's Lecture Series have included Ban Ki Moon, Lee Hsien Loong, Sultan Hassanah Bolkiah, the late Kofi Annan, the late Nelson Mandela, the late Benazir Bhutto, the late Yasser Arafat, Mr. Pascal Lamy, Sir Mark Moody Stuart, the Honourable Nanaia Mahuta and most recently, Professor Kishore Mahbubani and Professor the Honourable Gareth Evans.

## MTCP: DIPLOMATIC TRAINING COURSE FOR INTERNATIONAL PARTICIPANTS

Diplomacy in the 21st century is fast becoming a more intricate and multi-faceted practice. The constantly changing global geopolitics and emphasis on issues of concern means that diplomats of today and tomorrow are required to be more agile, more adaptive, and more proactive towards the challenges to the national interest. Critical thinking and creative innovations are the new cornerstones of diplomacy, in addition to the traditional skills set of leadership, negotiations and public persona. This MTCP: Diplomatic Training Course under IDFR therefore provides timely updates and contemporary international exposure necessary to a diplomat's repertoire.