

No.42/21/2023-3Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 27th April, 2023.

To

All the Administrative Secretaries of Haryana State.

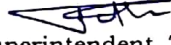
Subject: - In-person Malaysian Technical Cooperation Programme (MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications" from 2nd July to 11th July, 2023 in Kuala Lumpur, Malaysia.

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of Email letter dated 21.04.2023 received from Sh. Anil Kumar Chourasia, Assistant Section Officer, (BPC&T) Section, Department of Economic Affairs, Ministry of Finance, North Block, New Delhi has been uploaded on the CS Haryana Website (<http://csharyana.gov.in>).

It is, therefore, requested to take further necessary action keeping in view of letter No. 22/38/2010-4Trg dated 21.12.2022.

Yours faithfully,


Superintendent, Training
for Chief Secretary to Govt., Haryana 

Endst. No. 42/21/2023-3Trg.

Dated Chandigarh, the 27th April, 2023

A copy is forwarded to Sh. Anil Kumar Chourasia, Assistant Section Officer, (BPC&T) Section, Department of Economic Affairs, Ministry of Finance, North Block, New Delhi w.r.t his Email letter dated 21.04.2023 for information.


Superintendent, Training
for Chief Secretary to Govt., Haryana 

Fwd: In-person Malaysian Technical Cooperation Programme (MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications" from 2nd July to 11th July, 2023 in Kuala Lumpur, Malaysia

1 message

Prabhjot Singh <ssps@hry.nic.in>

21 April 2023 at 11:17

To: branchtrg <branchtrg@gmail.com>, Anup Singh <anup.singh-hry@hry.gov.in>

Training Branch

Diary No. 46390

Date 21/04/2023

21/04

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From: "Sanjeev Kaushal, IAS" <cs@hry.nic.in>

To: "Prabhjot Singh" <ssps@hry.nic.in>

Sent: Thursday, April 20, 2023 9:59:11 PM

Subject: Fwd: In-person Malaysian Technical Cooperation Programme (MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications" from 2nd July to 11th July, 2023 in Kuala Lumpur, Malaysia

From: "Anil Kumar Chourasia" <chourasia.anil@nic.in>

To: "Sh.S.Gopalakrishnan" <ash-mohfw@nic.in>, "Deepak Mishra" <jspc-cpc@gov.in>, "Vikram Singh" <js-ship@nic.in>, "Sh. Senthil Pandiyan" <js@moes.gov.in>, "JIGMET TAKPA" <takpa.jigmet@gov.in>, "B. Vanlalvawna" <jsad@mea.gov.in>, "MANJU PANDEY" <manju.pandey@nic.in>, "Rakesh Mittal" <rakesh.mit1995-ides@gov.in>, "Mr Sanjay Kumar Sinha" <sanjay.sinha@nic.in>, "Dr K. S. Jawahar Reddy, IAS" <cs@ap.gov.in>, "Dharmendra" <cs-arunachal@nic.in>, "PABAN KUMAR BORTHAKUR, IAS" <cs-assam@nic.in>, "Chief Secretary Bihar" <cs-bihar@nic.in>, "Chief Secretary Office" <csoffice.cg@gov.in>, "Puneet Kumar Goel IAS Chief Secretary" <cs-go@nic.in>, cs@guj@gujarat.gov.in, "Sanjeev Kaushal, IAS" <cs@hry.nic.in>, "Prabodh Saxena" <cs-hp@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "Shri Sukhdev Singh" <cs-jharkhand@nic.in>, cs@karnataka.gov.in, "Dr.V.P.Joy IAS" <chiefsecy@kerala.gov.in>, "Iqbal Singh Bains" <cs@mp.nic.in>, cs@maharashtra.gov.in, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "Jan e Alam, Chief Secretary Nagaland" <csn@nic.in>, "Shri Pradeep Kumar Jena" <csori@nic.in>, "Chief Secretary Punjab" <cs@punjab.gov.in>, csraj@rajasthan.gov.in, "Vijay Bhushan Pathak" <cs-skm@hub.nic.in>, cs@tn.gov.in, "CS Telangana" <cs@telangana.gov.in>, "cs-tripura" <cs-tripura@nic.in>, "CHIEF SECRETARY GoUP" <csup@nic.in>, "chief secretary" <cs-uttaranchal@nic.in>

Cc: "Sanjeev Kumar" <sanjeev.kumar78@nic.in>, "Sanjay K" <kumar.sanjay76@nic.in>, "R MURALI" <murali.r@nic.in>

Sent: Thursday, April 20, 2023 4:55:05 PM

Subject: In-person Malaysian Technical Cooperation Programme (MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications" from 2nd July to 11th July, 2023 in Kuala Lumpur, Malaysia

Sir/Madam,

Please find attachment regarding **In-person Malaysian Technical Cooperation Programme (MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications" from 2nd July to 11th July, 2023 in Kuala Lumpur, Malaysia**, for information and necessary action.

With regards,

Anil Kumar Chourasia,
Assistant Section Officer,
(BPC&T) Section,
Department of Economic Affairs,
Ministry of Finance,

North Block, New Delhi,
Dated the 20th April, 2023.

TRAINING CIRCULAR

Subject:- In-person Malaysian Technical Cooperation Programme (MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications" from 2nd July to 11th July, 2023 in Kuala Lumpur, Malaysia.

.....

The Republic of Malaysia has invited nominations for **In-person Malaysian Technical Cooperation Programme MTCP) Courses on "Strategies in Producing Halal, Safe and Effective Natural Bioactive for Cosmeceutical Applications"** to be held in **Kuala Lumpur, Malaysia from 2nd July to 11th July, 2023** under the Technical Assistance Programme with India. The Programme is intended for Officers from institutions/ governments who are involved in area relating cosmetic ingredients to form the base in which one or more natural ingredients are used to provide therapeutic benefits from specific natural extracts with known bioactive properties. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (**Annex-I**). Number of slots available for India is **two**.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. **The course sponsored by the Government of Malaysia**, who will provide round-trip air fare, accommodation meals and daily allowance. All nominees are to submit their applications prescribed MTCP forms available at: [https://mtcp.kln.gov.my/mtcpforms/MTCP2023APPLICATION FORM \(PHYSICAL COURSE\).pdf](https://mtcp.kln.gov.my/mtcpforms/MTCP2023APPLICATION FORM (PHYSICAL COURSE).pdf).

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

- (i) Sponsoring Governments application form together with the Medical Report.
- (ii) DEA's prescribed proforma - duly countersigned by competent authority(**Annex-III**).
- (iii) A photocopy of the Passport.

5. **Application Form complete in all respects alongwith check-list (Annex-IV) reach this Department through the Administrative Ministry/Department of Govt. of India/State Govt./UT, as the case may be, not later than 04.05.2023 positively at the following address:-**

Shri R. Murali,
Section Officer(BPC&T),
Department of Economic Affairs, Ministry of Finance,
Room No. 271 B, North Block, New Delhi-110001.
Ph:- 011 - 2309 5135
Email- murali.r@nic.in

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6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes".


(Sanjay Kumar)

Under Secretary to the Govt. of India
Tele: 23095233

1. Joint Secretary(Admn.), Ministry of Health & Family Welfare, Nirman Bhavan, New Delhi.
2. Joint Secretary (Admn.), Ministry of Chemical & Fertilizers, Shastri Bhavan, New Delhi.
3. Joint Secretary (Admn.), Deptt. Of Pharmaceuticals, Shastri Bhavan, New Delhi.
4. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
5. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON MOF'S WEBSITE
[<https://mofapp.nic.in/training/default.aspx>].



MALAYSIAN TECHNICAL COOPERATION PROGRAM (MTCP)

2023

STRATEGIES IN PRODUCING HALAL, SAFE AND EFFECTIVE NATURAL BIOACTIVE FOR COSMECEUTICAL APPLICATIONS

2 – 11 JULY 2023

Organised by:

SIRIM BERHAD

Shah Alam, Selangor, MALAYSIA

**TARGET REGIONS
ASEAN & Asian Countries**

13 MAY 2023

Application Deadline/ Closing Date of Application:

BACKGROUND

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 CHOGRM 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 2022, 37,055 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 OF MTCP

- 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)

ABOUT SIRIM BERHAD

SIRIM is a premier industrial research and technology organisation in Malaysia, wholly owned by the Ministry of Finance incorporated. With over forty years of experience and expertise, SIRIM is mandated as the machinery for research and technology development, and the national champion of quality. SIRIM has always played a major role in the development of the country's private sector. With its unique advantages in research and technology innovation, industry standards and quality, SIRIM offers specialised solutions to serve the needs of all industry sectors, making it the deal technology partner for SMEs.

COURSE BACKGROUND

The cosmetic industry has advanced and in constant search for natural bioactive compounds or extracts with relevant functional properties, which have become valuable ingredients to design cosmetic with therapeutic benefit formulations.

These functional natural bioactive are produced through extraction, fractionation, purification, concentration, or other physical or biological processes. These preparations must be done in such a way that the natural bioactive produced are complying with the relevant regulations for the final intended finished product.

HALAL natural cosmetics are formulated, using various HALAL and permissible cosmetic ingredients to form the base in which one or more natural ingredients are used to provide therapeutic benefits from specific natural extracts with known bioactive properties.

FELLOWSHIP / SCHOLARSHIP

Participants will receive support from the Governments of Malaysia including:

Accommodation

Participants will be accommodated at a hotel / hostel within the vicinity of the training institute. Participants are strictly not allowed to bring any family members during the course.

Daily Allowance

Participants will be provided with a daily allowance of RM85.00.

Meals

Meals will be provided throughout the duration of the course.

Air Fares

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

Course Fees

All course fees are borne by the Government of Malaysia.

Daily Allowance

Participants will be provided with a daily allowance of RM85.00.

Dress Code

Participants are required to dress in formal or office attire throughout the class sessions as well as during official visits to Government Ministries/Agencies.

APPLICATION AND ENQUIRIES

Applications should be made using the prescribed MTCP forms available through

[https://mtcp.kin.gov.my/mtcpforms/MTCP2023_APPLICATION_FORM_\(PHYSICAL_COURSE\).pdf](https://mtcp.kin.gov.my/mtcpforms/MTCP2023_APPLICATION_FORM_(PHYSICAL_COURSE).pdf)

MTCP application forms can also be obtained from the nearest Malaysian Embassy / High Commission in MTCP recipient countries. Submitted application forms must be accompanied by the following documents:

- Copy of Passport (all pages and coloured)
- Passport sized photo (3.5cm x 5cm) (White background)
- Medical Report

All application forms must be duly completed and endorsed by the Ministry of Foreign Affairs of their respective countries and should be submitted only through the diplomatic channel via Malaysian Embassy/ High Commission of Malaysia.

Successful candidates will be duly notified by SIRIM one (1) month before the commencement of the course.

Incomplete and/or unendorsed forms will not be considered.

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 SIRIM. Participant are required to obtain the VWR stamping from the nearest Malaysian Embassy/ High Commission.

Participants are required to be vaccinated for Covid-19 prior to arriving to Malaysia. Participants from countries listed in Appendix A are required to take a mandatory vaccination for Yellow Fever at least ten (10) days prior to their departure to Malaysia. Yellow Fever certificate is required upon landing in Malaysia.

FURTHER ENQUIRIES:

Mdm. Azlin

Coordinator of MTCP

SIRIM

Tel.: +603 5544 6225

Fax: +603 5544 6774

Email: mtcp@sirim.my

www.sirimsts.my

SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY**3. Filling up of application forms:-**

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearance:-

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

DEA PROFORMA FOR FOREIGN TRAINING

1. Name				
2. Date of Birth		3. Male/Female		
4. Educational Qualifications		5. Date of Entry into Govt. Service		
6. Service to which Officer belongs		7. Date of Regular appointment		
8. Details of Posts held during the last five years (starting from present) :				
S.No.	Post held	Period of Posting	Ministry/Department/ Organization	Nature of Work
9. Name of training programme applied for and its relevance to the candidate				
10. Papers etc, if any, published by the candidate				
11. Details of Foreign Training Programmes attended during the last two years :				
S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding
Signature of the candidate:				
Office Phone :				
Mobile No. :				
E-mail :				
<u>CERTIFICATE</u>				
Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.				
Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)				

ANNEX-IV**CHECK LIST**

Sl. No.	Required Documents	YES/NO
1.	MTCP Application Form/ JICA Application Form / Online Submitted Singapore Application Form alongwith supervisor endorsement	
2.	Complete DEA Proforma alongwith Vigilance Clearance	
3.	Whether Application has been recommended/ nominated by Line Ministry/Department/State Government	
4.	Whether undertaking by Ministry/Department is given for bearing the air fare for the travel where training is not fully funded.	



Please affix
passport
size
photograph

APPLICATION FORM

COURSE CONDUCTED UNDER THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

Please type in capital letters using only English Language.
Do not leave any space blank. Use "NIL" or "N/A" where
applicable

FOR OFFICIAL USE ONLY

Reference no : _____
Received : _____
Checked : _____
Recommendation : ☐ YES
by Mission ☐ NO

Title of Course:	Date of Course:
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1. PERSONAL DETAILS

Family Name (surname):	Date of birth: Day Month Year
First Name:	Citizenship:
Other Names:	Gender:
City and country of birth:	Marital status:
Passport No.: Type of Passport: (Diplomatic/Official/Regular) Expiry Date:	Religion:

2. CONTACT DETAILS

Office Address:	Postal / Home Address:
Mobile: Country Area Number	Home: Country Area Number
Office: Country Area Number	Fax: Country Area Number
Email:	
Person to be contacted in case of emergency:	
Family Name: Relation: Mobile Number: Address: Email:	Office Name: Position: Mobile Number: Address: Email:

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

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3. EDUCATION

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Name of institution and place of study	Major/Field of study	Years	Degree

4. EMPLOYMENT RECORD

A. Present or most recent post	B. Previous post
Employer:	Employer:
Years of service (from – to):	Years of service (from – to):
Title of your post/position:	Title of your post/position:
Type of organization: Government / Semi Government / Private / NGO	Type of organization: Government / Semi Government / Private / NGO

Job description:

Please continue on supplementary pages if necessary

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5. REASONS FOR APPLYING THIS COURSE

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

Please continue on supplementary pages if necessary

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

Name of Programme:

Organiser:

Year:

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

Name of Course:

Name of Training Institute:

Year:

6. ENGLISH LANGUAGE PROFICIENCY

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

Mother tongue : _____

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

7. MEDICAL REPORT

Name of Applicant:			
Age:	Gender:	Height: cm	Weight: kg
Blood Pressure:			
Blood Group: ☐ A ☐ B ☐ AB ☐ O ☐ Other ()			
Any history of surgery?		Is the person examined physically and mentally able to carry out intensive training away from home?	
a) Is the person free of infectious diseases (AIDS, tuberculosis, trachoma, skin diseases, COVID - 19, etc.)? b) Please attach the vaccine certificate as proof that you have completed the COVID vaccination.		Does the person examined have any condition or defect (including teeth) which might require treatment during the course?	
List any abnormalities indicated in the chest X ray:		Pregnancy Test:	
I certify that the applicant is medically fit to undertake a course in Malaysia. Name of Physician : _____ Address of Clinic : _____ (printed) _____ Telephone : _____ (printed) _____ Email : _____ Date: _____ Signature of Physician : _____ Seal of Clinic: _____			

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

8. APPLICANT'S DECLARATION

I, _____ of _____
Name of applicant Representing Country

Declare that:

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

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

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

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

Date

Signature of applicant

9. TO: GOVERNMENT OF MALAYSIA

LETTER OF INDEMNITY

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

Dated this _____ day _____ of 20 _____

Signature of applicant)
Name of applicant)
Date)

In the presence of
Signature of Witness)
Name of Witness)
Designation of Witness)
I/C or Passport No.)

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

10. TO BE COMPLETED BY THE NOMINATING GOVERNMENT

Reasons for applicant's selection

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

Relevance of the course to applicant's job

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

11. TO BE COMPLETED BY THE NOMINATING GOVERNMENT

OFFICIAL DECLARATION BY THE NOMINATING AGENCY

On behalf of the Government of _____, I _____
Country Name of Official

Certify that:

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

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

Name and Designation

Signature and Official Stamp

Name and Organization

Country code Area code Office tel no.

Email address

Country code Area code Office tel no.

ENDORSEMENT BY THE MINISTRY OF FOREIGN AFFAIRS

Name

Email Address

(Ministry's Official Stamp)

Designation

Name of Organization

Signature

Country code Area code Office tel no.

Country code Area code Office tel no.

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