

FOR COURSE ENQUIRIES, CONTACT US:
Course Coordinator: Mrs. Norlela Samad
Phone: +603-2149 1031
Email: mtecp.lnpd@gmail.com

LEARNING OUTCOMES

At the end of the course, the participants will be equipped with the essential skills and knowledge needed to navigate the complex and dynamic landscape of international negotiations.

COURSE METHODOLOGY

The course is conducted through interactive lecture sessions, simulation exercises, group discussions, and sharing of experiences with experts in the field of negotiation.

COURSE CONTENT

- Negotiation Essentials
- Communication and Relationship Building
- Understanding Interests and Positions
- Managing Difficult Situation
- Advanced Negotiation Skills
- Cross-Culture Negotiation
- Negotiation Simulations and Exercises
- Sharing of Experiences
- Study Tour
- Country Report

PREREQUISITE / ELIGIBILITY

Interested applicants must fulfill the following criteria:

- Nominated by their respective Ministries of Foreign Affairs;
- Below 50 years of age;
- At least one year of work experience in international affairs / relations;
- Possess at least a bachelor's degree; and
- Proficient in the English language

HOW TO APPLY

- Applications should be made using the prescribed MTCP forms available through <https://mtecp.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 clinic's official seal)
- Application form must be duly completed and endorsed by the Ministry of Foreign Affairs 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 duly notified by JDFR one (1) month before the commencement of the course.

RULES AND REGULATIONS

All participants are required to:

- arrive in Malaysia no later than the date of commencement of the course;
- attend all scheduled sessions, including study visits.
- maintain a high level of participation during the lectures, and conduct themselves in an agreeable manner amongst their peers.
- observe punctuality at all times.
- dress in formal or office attire throughout the class sessions as well as during official visits to Government Ministries/Agencies.

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 changes.

AIR FARES

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. Participants 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/> 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.

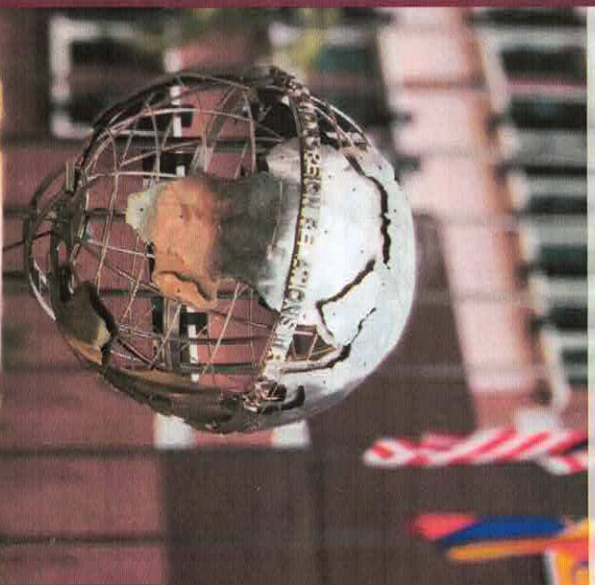
MEDICAL

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.



MALAYSIAN TECHNICAL COOPERATION PROGRAMME

INTERNATIONAL NEGOTIATION COURSE

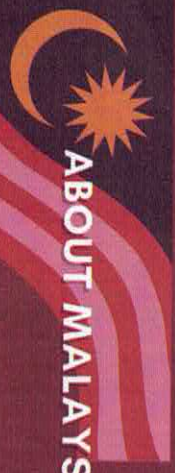


4-13 JUNE 2024

KUALA LUMPUR, MALAYSIA

**APPLICATION DEADLINE:
15 APRIL 2024**

INSTITUTE OF DIPLOMACY AND FOREIGN RELATIONS (IDFR)
MINISTRY OF FOREIGN AFFAIRS MALAYSIA



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.

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 Yang di-Pertuan Agong is the head of state and the Prime Minister 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 Regional Meeting (CHOGRM) for Asia Pacific Region held in Sydney in February 1978. It was officially launched on 7 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.

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. To date, more than 37,000 participants from 144 recipient countries have benefited from the various programmes offered under the MTCP.

For more information visit us at:

- MTCP Official Portal: <https://mtcp.kln.gov.my/>
- 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; and
- To promote Technical Cooperation among Developing Countries



INSTITUTE OF DIPLOMACY / FOREIGN RELATIONS

The Institute of Diplomacy and Foreign Relations, also IDFR, was established on 1 July 1991 under the Prime Minister's Department. On 27 March 2001, IDFR officially became part of the Ministry of Foreign Affairs of Malaysia. Located in Kuala Lumpur, IDFR is housed in the former building of the Foreign Ministry.

As the Ministry's training arm, IDFR conducts programmes for Malaysian diplomatic officers as well as from other government ministries and agencies. Apart from main diplomatic training courses, IDFR provides professional skills training to enhance the professionalism of serving diplomatic officers. The Institute provides training in two broad areas: diplomatic relations, including foreign languages.

IDFR also offers training courses to more than 136 countries worldwide under the MTCP and ASEAN.

IDFR trainees have numerous opportunities to participate in seminars, workshops, and round table discussions, as well as from keynote addresses and lectures by distinguished scholars and international leaders. Speakers under IDFR Series have included Ban Ki Moon, Lee Hsien Loong, the late Nelson Mandela, the late Benazir Bhutto, Yasser Arafat, Prof. Kishore Mahbubani, and Prof. Gareth Jones.

MTCP: INTERNATIONAL NEGOTIATION COURSE

Overview

Negotiation skills form the cornerstone of communication and problem-solving in both professional and personal realms. This dynamic set of abilities equips individuals to navigate conflicts, secure favourable agreements, and build sustainable relationships. Mastery of negotiation goes beyond the art of persuasion; it encompasses the ability to identify common ground, manage conflicts constructively, create value for all parties involved. Whether in business, diplomacy, or everyday interactions, honing negotiation skills equips individuals with the tools to navigate complex situations, achieve consensus, and attain outcomes that meet the interests of multiple stakeholders.