



# **IDFR** Annual Report



Institute of Diplomacy and Foreign Relations  
Ministry of Foreign Affairs, Malaysia

©IDFR 2015

Published by Institute of Diplomacy and Foreign Relations (IDFR)

Ministry of Foreign Affairs, Malaysia

Kuala Lumpur, Malaysia

[www.idfr.gov.my](http://www.idfr.gov.my)

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, including photocopying.

ISSN 1394-4479

# CONTENTS

<b>5</b>	<b>Message from the Secretary General, Ministry of Foreign Affairs, Malaysia</b>
<b>7</b>	<b>Foreword by the Director General, Institute of Diplomacy and Foreign Relations</b>
<b>9</b>	<b>Institute of Diplomacy and Foreign Relations</b>
<b>13</b>	<b>Training Division</b>
<b>23</b>	<b>Language Division</b>
<b>32</b>	<b>Regional and Security Studies Division</b>
<b>45</b>	<b>Academic Studies, Research and Publication Division</b>
<b>49</b>	<b>Corporate and Management Services Division</b>
	<i>Annexes</i>



# MESSAGE

from the Secretary General  
Ministry of Foreign Affairs, Malaysia

Assalamualaikum warahmatullahi wabarakatuh.

Allow me to take this opportunity to congratulate the Institute of Diplomacy and Foreign Relations (IDFR) for concluding another successful year in 2014. Throughout the year, the Institute has been playing a very important role in fulfilling the Ministry's continuous strive to improve the human resources capability through its training programmes and related activities specially tailored to meet the demands and challenges of the country's Foreign Service in the years to come. In line with the country's aspiration to become a high income developed nation in 2020, the Ministry encourages Malaysian diplomats especially and other diplomatic practitioners in international relations to take advantage of the training programmes, intellectual discourses, seminars and round table discussions held at IDFR in pursuit of excellence in diplomacy and international relations.

Looking forward to 2015, it will be another exciting and challenging year for both the Ministry of Foreign Affairs and IDFR when Malaysia takes on two important roles and responsibility entrusted to us in the global arena. Firstly as a non-permanent member of the United Nations Security Council (UNSC), Malaysia will continue to promote the moderation agenda and mediation approach, enhance UN peacekeeping operations, encourage continued discussion on the comprehensive reforms of the UNSC and support peace building in countries emerging from conflicts. Secondly as the Chairman of ASEAN 2015 with the theme of *Our People, Our Community, Our Vision*, Malaysia is fully committed to shoulder the joint responsibility to ensure that the region will live in peace and stability, enjoy the fruits of an integrated economy, most importantly, sharing these with all peoples of ASEAN.

It is my hope that IDFR will continue its excellent work in human resources development and capacity building for the Ministry of Foreign Affairs Malaysia. At the same time to provide the platform for intellectual discourses not only to local participants but also to the international participants as an extension of Malaysia's contribution to the international community through the Malaysian Technical Cooperation Programme (MTCP).

In conclusion, I would like to congratulate the Director General and all the staff at IDFR for the job well done in 2014 and also all the best in the years ahead.

Thank you.

**DATUK OTHMAN HASHIM**





# Institut Diplomas ungan Luar Ne (IDFR) nterian Luar



# FOREWORD

by the Director General  
Institute of Diplomacy and Foreign Relations

Assalamualaikum warahmatullahi wabarakatuh.

In 2014, IDFR completed 38 training programmes as planned involving 1428 participants, both local and international. IDFR also successfully conducted 47 language courses for 634 participants with increasing number of participants from ASEAN Countries. In preparation for Malaysia's Chairmanship of ASEAN in 2015, IDFR collaborated with the Ministry of Foreign Affairs to organise a national colloquium to chart Malaysia's priorities during its chairmanship.

Additionally, in line with its objectives of promoting more intellectual discourse, IDFR organised 31 lectures/discussions series throughout 2014. The highlight of the year was the Sultan Nazrin Lecture Series in November 2014, jointly organised by IDFR and MERCY Malaysia and graced by IDFR's Royal Patron himself, HRH Sultan Nazrin Muizzuddin Shah ibni Almarhum Sultan Azlan Muhibbuddin Shah Al-Maghfurlah.

Another highlight of 2014 was the publication of a book titled *A UN Chronicle 1988-1998* by Tan Sri Razali Ismail with Sharifah Shifa Al-Attas and its launch was officiated by Tun Dr. Mahathir Mohamad. To date, 50.96 per cent of the books have been sold.

IDFR also initiated a transformation process by identifying the Institute's manpower needs and upgrading of courses with more emphasis given to the importance and relevancy of economic diplomacy, leadership, negotiation and public diplomacy, language and cultural diplomacy in Malaysia's diplomacy. It will also focus on capacity building of subject matter experts in specific skills and competencies.

It is my hope that in 2015, IDFR's transformation process will be hastened in order to realise its objective of becoming a Centre of Excellence in the field of diplomatic training and international relations within the next ten years.

Thank you.

**DATO' HUSSIN NAYAN**





# Institute of Diplomacy and Foreign Relations (IDFR)

## Institute of Diplomacy and Foreign Relations



The Institute of Diplomacy and Foreign Relations, also known as IDFR, is located on Jalan Wisma Putra in the heart of Kuala Lumpur. The Institute is housed on the former site of the official residence of Tunku Abdul Rahman Putra al-Haj, the first Prime Minister and Minister of External Affairs, IDFR is the training arm of the Ministry of Foreign Malaysia, Malaysia.

IDFR offers various training courses for the Ministry's officers and officers from other government ministries and agencies. These include diplomatic training, pre-posting orientation, public diplomacy and media skills as well as Arabic, English, French, Mandarin and Spanish language courses. IDFR also trains Administrative and Diplomatic Cadet Officers in a module on International Relations. On top of that, a Conversational Malay course is also offered to members of the diplomatic corps and it has received tremendous response.

IDFR also conducts training courses for international participants from developing countries under the Malaysian Technical Cooperation Programme (MTCP), Colombo Plan member countries as well as Commonwealth countries. These courses include diplomatic training, crisis management and strategic analysis. The Institute also regularly receives requests to train heads of mission and mid career diplomats from other countries and have trained, among others, heads of mission and mid career diplomats from Timor Leste, Libya and the Pacific Island countries.

IDFR also organises a joint Master of Social Science in Strategy and Diplomacy with Universiti Kebangsaan Malaysia and the programme is now in its thirteenth year. Public lectures, forums, round table discussions, seminars and workshops are also part and parcel of IDFR's training programme and these see participations from government officials, academicians and university students, representatives from think tanks, non-governmental organisations and training institutes, as well as

members of the diplomatic corps based in Kuala Lumpur. Among the prominent figures who have addressed audience at IDFR are Kofi Annan, Yasser Arafat, Benazir Bhutto, Nelson Mandela, Sultan Hassanah Bolkiah, Tun Dr. Mahathir Mohamad, Imam Feisal Abdul Rauf, Reverend Jesse Louis Jackson, Sr., Ban Ki-moon, Gareth Evans and His Royal Highness Sultan Nazrin Muizzuddin Shah ibni Almarhum Sultan Azlan Muhibbuddin Shah, the Sultan of Perak Darul Ridzuan and the Institute's Royal Patron.

IDFR also has a panel of Distinguished Fellows who contribute ideas and support the growth of the Institute and they are made up of experienced practitioners and outstanding academicians in the field of diplomacy and international relations.

To date, IDFR has established linkages with various diplomatic academies and training institutes worldwide including the Diplomatic Academy of the Russian Federation, Diplomatic Academy of Ukraine, United Nations Institute for Training and Research, Azerbaijan Diplomatic Academy, University of World Economy and Diplomacy, Uzbekistan, London School of Economics, Tallinn University of Technology and Estonian School of Diplomacy, as well as with international affairs training institutes of Australia and Thailand. Locally, IDFR also collaborates with the Institute of ASEAN Studies and Global Affairs, Institute of Advanced Islamic Studies, Institute of Strategic and International Studies, National Institute of Public Administration, Universiti Kebangsaan Malaysia, Universiti Malaya, Universiti Utara Malaysia, Universiti Tun Abdul Razak, Monash University Malaysia, The University of Nottingham, Association of Former Malaysian Ambassadors, Foreign Policy Study Group, United Nations Association of Malaysia, Global Movement of Moderates Foundation, Perdana Global Peace Foundation, Malaysian Armed Forces Defence College as well as the foreign missions, to organise public lectures, forums and round table discussions on various regional and international issues.

## Vision

An international centre for training and research in diplomacy and international relations of global standing

## Mission

- ✦ To enhance the competency and professionalism of diplomatic officers by promoting systematic and relevant training
- ✦ To provide quality training in areas of diplomacy and international relations to local and international participants
- ✦ To provide a conducive environment for training with state of the art facilities
- ✦ To strive towards making IDFR a foreign policy think tank through extensive research and publications
- ✦ To forge strategic partnership on training and research with government and non-government agencies, local and international institutions of higher learning
- ✦ To reach out to the world on Malaysia's foreign policy

## Client Charter

- ✦ To organise at least 90% of the training programmes and language courses listed in the IDFR Prospectus
- ✦ To organise at least 90% of seminars, conferences, workshops, round table discussions and public lectures listed in the IDFR Prospectus
- ✦ To produce at least seven publications annually
- ✦ To inform the relevant organisations and individuals regarding planned training programmes and language courses at least one month before their respective commencement
- ✦ To inform the relevant organisations and individuals regarding planned seminars, conferences, workshops, round table discussions and public lectures at least one week before their respective commencement

## Programmes

- ✳ IDFR offers training courses/programmes under the following broad areas of expertise:
- ✳ Diplomatic Training
- ✳ Language Training
- ✳ Regional and Security Studies
- ✳ Master's Programme

## Divisions

- ✳ Training Division
- ✳ Language Division
- ✳ Regional and Security Studies Division
- ✳ Academic Studies, Research and Publication Division
- ✳ Corporate and Management Services Division

## Facilities

The Institute's facilities include:

- ✳ Training and meeting rooms
- ✳ A fully-equipped library with self-access learning resources
- ✳ Fully-equipped language and computer lab
- ✳ An auditorium which can seat up to 250 people
- ✳ A multipurpose hall that can accommodate up to 500 people
- ✳ Fifty one hostel rooms
- ✳ Gymnasium, swimming pool, tennis cum futsal, and squash courts
- ✳ Cafeteria
- ✳ Wireless coverage at the meeting rooms and auditorium





Training Division

# Training Division

In 2014, the Training Division conducted a total of 38 training programmes for local and international participants. The number of courses conducted showed a 100% increase relative to the planned programmes as published in IDFR's 2014 Prospectus. This reflected confidence and trust in IDFR in its ability to conduct quality programmes in the areas of diplomacy and international relations as the additional programmes were by request from foreign governments and local establishments as well as international organisations. The full list of programmes conducted is as per **Annex A**.

A total of 1428 participants attended the programmes, from which 182 were international participants from 68 countries and 1246 were local participants from 39 ministries/agencies/departments/organisations. The year 2014 saw first-time participation from several countries and organisations which denote support and reliance in IDFR for conducting effective capacity building and training programmes. The details of participation are as per **Annex B and C**.

In terms of course evaluation, each course was followed by appraisal by the participants on speakers' content and delivery, and the overall management of each course to determine the effectiveness and efficiency. The feedback received signifies satisfaction for all the courses conducted. The participants generally rated the courses at 6 (very good) out of 7 (1: Poor, through 7: Excellent) in areas evaluated, which ranged from achievement of course objectives, speakers' presentation, logistical arrangements, meals, facilities and course secretariat. In addition, the participants recommended suggestions to improve some areas for future courses. IDFR received recommendations to prolong the duration of some courses, conduct visits to Sabah and Sarawak for MTCP courses, and organise site visits around Kuala Lumpur for some courses for local participants.

The Training Division utilised 100% of the budget allocated for the planned programmes. Eight courses for international participants were funded by the Malaysian Technical Cooperation Programme (MTCP). Additionally, the courses which were conducted by request were fully financed by those organisations.

The highlights of the courses conducted in 2014 were IDFR's flagship programmes, namely, the *Diploma in Diplomacy (DiD)*, *SPKM: Pre-Posting Orientation Course for Home-Based Staff and Spouses*, and MTCP courses.

## ***Diploma in Diplomacy (DiD)***

The *Diploma in Diplomacy (DiD)* programme is a mandatory training programme for all new Ministry of Foreign Affairs' officers. The programme was designed to prepare and equip the participants with professional skills as well as the right attitude and values to perform and excel in their duties as diplomats. In 2014, the programme was held for six months in two batches; from 3 February to 5 September and was attended by 32 participants.

In order to meet the aim of the programme, the DiD 2014 was specially tailored to include the following modules: Diplomatic Soft Skills, Diplomacy and International Relations as well as Attachment at Missions and on-the-job training at the Ministry. Strong emphasis was also given to English language skills and its mastery. In addition, the participants were also required to learn a foreign language; either Arabic, French, Mandarin or Spanish.

The methodology of this programme was not limited to only interactive classroom sessions. Several simulation and role play exercises as well as familiarisation trips were also organised as part of IDFR's initiative to deliver a quality and impactful training programme. The delivery in Foreign Language Module was an example in which the participants were also introduced to the culture of the foreign language learnt through arts and food. By the end of the module, most of the participants were not only able to converse at a basic level in the chosen language but they also managed to understand the culture of the language. To demonstrate their newly acquired skills and knowledge, the participants organised a foreign language cooking demonstration in which they had to prepare a complete set meal. The participants, assisted by the language teachers, cooked the dishes and later presented them to the guests in the respective foreign languages.



*The Mandarin class presentation*

The participants were also given a chance to experience a glimpse of the life of a Malaysian diplomat abroad through a one-week attachment programme at selected Malaysia's Diplomatic Missions. This year, 16 participants were attached to the Malaysian Embassy in Jakarta, Indonesia and the remaining 16 participants went to the Malaysian High Commission in Canberra, Australia. In Jakarta, the participants were privileged to experience the heat of the Indonesian General Election campaign. They were also fortunate to listen to and have a discussion with Professor Indria Samego from the Indonesia Institute of Science on Indonesia's 2014 General Election and Indonesia's current political climate and landscape. The session also discussed the predictions of Indonesia's Presidential race.



*Visit to the ASEAN Office*

The participants also underwent a *Regional and International Affairs* module which aimed to upgrade their diplomatic skills and critical thinking. Through this module, the participants were exposed to selected regional and multilateral issues including a simulation exercise of the United Nation's Security Council meeting. The module was also attended by international participants from China, Chile, Ecuador, Iran and the Philippines.



*The RIAM 2014 participants*

All 32 participants successfully completed the programme and were awarded the Diploma in Diplomacy during a graduation ceremony held at Marriot Putrajaya. The ceremony was held on 6 September 2014 and was graced by the Honourable Deputy Minister of Foreign Affairs, Datuk Hamzah Zainuddin, as the Guest of Honour. It was also attended by the Director General of IDFR, senior officials from the Ministry, and foreign ambassadors and representatives of the diplomatic corps. For DiD 2014, awards were presented to Ms. Priscilla Ann Yap for *Best Student*, Mr. Abdilbar Abd. Rasid for *Best Leadership*, Ms. Delfina Jane Aloysius Dris for *Best Speech Writer* and Ms. Nadhirah Muhamad Zanuddin for *Best Presenter*.



*DiD 2014 Graduation Ceremony*



IDFR received commendable feedback from the participants, with high praises given to the quality of modules and course content as well as the way the programme was conducted. The programme brought participants' confidence and professionalism to a higher level and they were ready to face future challenges as diplomats of the new era.

This year, as part of IDFR's initiative to further enhance the quality of the programme, the commencement of the programme was carefully planned and crafted to include data and feedback received from the participants' psychology tests, which was conducted through cooperation with the Public Service Department, and IDFR's profiling forms. IDFR will continue to further strengthen the programme in line with the aim to produce top-notch diplomats for the country.

### ***Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)***

Six series of the *Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)* were conducted in 2014.

The programme received creditable response in participation from 27 ministries, agencies and departments under SPKM. The participation increased by 6% compared to the year 2013 in which a total of 260 officers and their spouses attended the course.



*Royalty and Palace Protocol session with Encik Sophian Ab Rahman*

Two new modules were introduced, namely, *Religious, Cultural and Consular Matters Related to Deaths Abroad* and session by the Southeast Asia Regional Centre for Counter Terrorism (SEARCCT), Ministry of Foreign Affairs, Malaysia. The modules were added as preparation to cater for more recent challenges in the work at Malaysia's Diplomatic Missions. This improvement received favourable feedback from the participants as they felt the need to be prepared and cautious for any eventualities. The modules exposed the participants to various aspects related to deaths abroad and personal and national safety, as well as threat and terrorism.



*Group discussion during Grooming and Social Etiquette session*

For the first time as well, the participants had the opportunity to have a session on *Fine Dining Theory and Practicum* conducted by Ambassador Aminah Hj. A. Karim, Deputy Director General of IDFR. Her vast experience and knowledge as a senior diplomat gave the practitioner's point of view in handling and managing receptions abroad. The participants felt that the session was very valuable as they learnt the various aspects of hosting, etiquette and fine dining from her first-hand knowledge and experience.



*Fine Dining Theory and Practicum with Ambassador Aminah Hj. A. Karim*

Overall, the responses of the participants on this course were very positive and encouraging. Many of them indicated that the new knowledge and information gained throughout this course were very beneficial for their posting abroad. The overall evaluation of the programme, in terms of the Institute's facilities, achievement of the course objectives, effectiveness of the modules and their delivery, management of the course and the secretariat was rated at 6, which is between very good to excellent (1 : very poor through 7 : excellent). It denotes the constructive acceptance and support for the programme to continue in the future.

## Malaysian Technical Cooperation Programme (MTCP)

In 2014, eight MTCP courses for international participants were organised. The Institute welcomed 157 participants from 62 countries in ASEAN, Asia, Eastern Europe, Latin America, the Middle East and Africa ranging from junior, mid-career to senior diplomats.

The objectives of the training programme were to enhance the participants' knowledge and skills in diplomacy and international relations, and expose them to Malaysia's development and experience. In addition, the programmes served as a platform for networking and exchange of views among the participants from various countries. The courses were substance-based, and in 2014, the themes were on diplomatic skills, crisis management, strategic analysis and security in the scope of diplomacy and international relations.

The participants went through an integrated teaching and learning methodology which included briefing, discussions, interactive lectures, role play and case studies. Modules conducted were on Malaysia's foreign policy, current international relations and global issues, regional security, diplomatic skills, international negotiation and language.

As an introduction to state-level governance, visits to Perak, Melaka, Johor and Sabah were organised with the aim to provide exposure to state economic, tourism and cultural activities in addition to showcase Malaysia's cultural diversity and historical linkages to the outside world.

Two series of *Diplomatic Training Course for International Participants* were conducted and these two courses received the highest nomination of participation from MTCP recipient countries. More than 80 nominations were received which reflected the effectiveness and good reputation of the programme. The selected participants echoed their satisfaction of the series conducted this year as both series were rated at the highest value of 6 (excellent).

Two other courses were on Crisis Management and Strategic Analysis which received equally good feedback from the MTCP recipient countries. In both courses, the selected speakers brought into discussion recent events and crisis surrounding Malaysia and the region. This garnered much interest from the participants as they were keen to know and learn more from Malaysia's experience and hoped to apply the knowledge in their countries. To quote a speaker and former Malaysian Ambassador, Dr. Azhari Karim, "the participants were challenged to sharpen their future thinking skills and scenario planning. This is very important for diplomats to better understand the processes of change and develop wiser preferred futures".

In the area of English Language and Diplomacy, IDFR conducted two series of *English Language for Diplomacy* course. The courses were specifically designed to enhance participants' proficiency particularly in four areas, namely, listening, speaking, reading comprehension and writing, and how they are related to diplomacy and its practices.

For the first time, a one-week *Course on Diplomacy and Security for Senior Officials* were conducted to have more engagement at the level of senior diplomats and decision makers. The participants were privileged to have a session with the Chairman of Global Movement of Moderates Foundation (GMMF), Tan Sri Razali Ismail, for a discussion on *The Role of Global Movement of Moderates in Establishing Stability*. Though the duration is short, the participants went through impactful sessions as the programme focused mainly on very recent security issues, for example, on MH370, role of the media and maritime issues.





*Group discussion during the session on Scenario Planning/ Strategic Future*

At the end of 2014, at the request of the Government of Timor Leste, IDFR trained 14 senior officials from the said country. The programme focused on Malaysia's experience in its ASEAN integration process. The success of the programme was most aptly described by a participant who commented that it was an opportunity and window for their professional development as they would be involved directly in Timor Leste's quest to be part of ASEAN.



*Senior Officials from Timor-Leste after a talk on ASEAN by Ambassador Jojie Samuel*

### **Training Programmes for the Ministry of Foreign Affairs, Malaysia**

Training programmes for the Ministry of Foreign Affairs, Malaysia are aimed at skills and competency enhancement. They include areas related to speechwriting, effective communication and delivery, event management and negotiation skills. These programmes were attended by all levels from personal assistants, executive officers, assistant secretaries to senior officers at the Ministry. In 2014, six programmes were conducted.



One of the most beneficial programmes was the Speechwriting Workshop attended by Principal Assistant Secretaries and Undersecretaries from the Ministry. Two series were conducted and each one was held for three days. The workshop received positive reaction and evaluation from the participants as it enhanced their skills and knowledge as speechwriters, a critical element that is part and parcel of their jobs. The participants felt that the workshop had enhanced their understanding in aspects related to principles, techniques and strategies in speechwriting. It was also an opportunity for the participants to evaluate their strengths and weaknesses as speechwriters. The strength of the workshop was its methodology where the participants prepared drafts of speeches after each principle, technique, style and strategy was introduced by the speaker. Each exercise was followed by a reflection session which gave feedback from the speaker and other participants and enabled the participants to improve their weaknesses. The other strength of the workshop was the speaker, Simon Lancaster, a notable speechwriter from the United Kingdom, who once served as a speechwriter for former Prime Minister Tony Blair.



*Principal Assistant Secretaries who attended the Intermediate Speechwriting Workshop (16-18 April)*

*The Orientation Course for Secretaries and Executive Officers* was conducted from 19 to 30 May 2014, which reflected IDFR's commitment in training staff at all levels. The course aimed to prepare the participants for the duties and responsibilities at the Ministry and Malaysia's Diplomatic Missions. The modules were monitored closely by the Ministry to ensure relevance and adherence to its practices, rules and regulations. The participants benefited tremendously from the two-week course especially on aspects related to financial, consular and protocol practices.

Other courses conducted were *Training of Trainers: Introduction to Training Skills* and *Workshop for Liaison Officers*. Officers from the Ministry also participated in several MTCP courses and workshops conducted at IDFR.

### **Programmes for Officers from other Ministries/Agencies**

In 2014, 11 programmes were conducted at the request of several ministries, agencies, organisations and universities. A total of 885 participants were involved, ranging from students to senior level officers. Among the ministries/agencies involved were the Ministry of Youth and Sports, Ministry of International Trade and Industry, Ministry of Defence, Ministry of Natural Resources and Environment, Ministry of Education and Prime Minister's Department. The students were from University of Malaya, MARA University of Technology and Johor Student Leaders' Council.

IDFR started the year with its first programme, *Workshop on Public Diplomacy and Media Skills*, which received favourable participation. The participants were exposed to various topics such as *Public Diplomacy*, *Cross-Cultural Understanding* and

*Effective Media Relations* to enhance their knowledge and skills in handling the media in the context of public diplomacy and advocacy. Based on the evaluation conducted after the programme, the participants were satisfied and complimented on the knowledge and benefits gained on the subject matter. They found the workshop provided ideas and practices on how to face and react to the media.

Another workshop which received overwhelming participation was the *Workshop on International Negotiation for Mid and Senior Level Officers*. The number of participation increased from 14 participants in 2013 to 18 participants in 2014. The participants were privileged to have Wilbur Perlot from the Clingendael Academy of the Netherlands Institute of International Relations as the facilitator for the second time after he came in 2013. Mr. Perlot is a specialist in multilateral negotiations in the EU and also in intercultural communication. The workshop exposed the participants to ways negotiations are conducted, techniques dealing with complexities, intercultural communication styles, trade negotiations as well as multilateral negotiations.

In preparation for ASEAN Chairmanship 2015, three programmes were conducted to train liaison officers. One was conducted in Sabah and the other two at IDFR at the requests of the Ministry of International Trade and Industry, and Forestry Department Peninsular Malaysia. The programmes were tailor-made to the requirements and duty locations of the liaison officers. Familiarisation visits and simulations to the Kuala Lumpur International Airport, Kuala Lumpur International Airport 2, hotel and relevant locations were also arranged. Requests from various ministries to train their liaison officers denote recognition for the training programmes conducted by the Institute.



*Lecture on Etiquette and Protocol  
by Puan Rahimah Yeop*

In commemorating the 20th anniversary of ASEAN-China dialogue relations, the *ASEAN-China Young Diplomats Training Programme* was conducted from 19 to 30 May 2014 with 23 participants from China and the ASEAN member countries. The programme achieved its aim in increasing participants' awareness on aspects related to ASEAN-China strategic partnership and diplomatic relations while promoting people-to-people exchange between ASEAN and China. The course also manifested Malaysia's support in promoting capacity building among ASEAN-China young leaders, as outlined in ASEAN-China Plan of Action 2011-2015.

Other programmes conducted were *Workshop on Public International Law, Diplomacy and International Relations Module for Diploma in Public Management* participants, *Global Malaysian Youth Ambassadors Programme* for UiTM students and *Young Diplomats Programme* for Johor Student Leaders Council.

Language Division

# Language Division

The Language Division conducts language courses for both local and international participants. The local participants are officers from the Ministry of Foreign Affairs, and other Ministries and Government agencies involved in foreign relations. English language skills training, on the other hand, are given to international participants attending the diplomatic training course under the auspice of the Malaysian Technical Cooperation Programme (MTCP).

The language courses conducted by the Division are English, Arabic, Spanish, French, Conversational Malay and Mandarin. The basic Conversational Malay course is conducted for foreign diplomats based in Kuala Lumpur. These courses aimed at developing the linguistic knowledge and skills of the participants, to enable them to carry out their professional duties effectively at home and abroad.

In 2014, Language Division conducted a total of 47 language courses (**Annex D**) for 634 participants, of which 596 (94%) were local participants and 38 (6%) foreign participants as illustrated in Chart 1 below. A Certificate of Attendance was awarded to those who met the 80% attendance requirement.

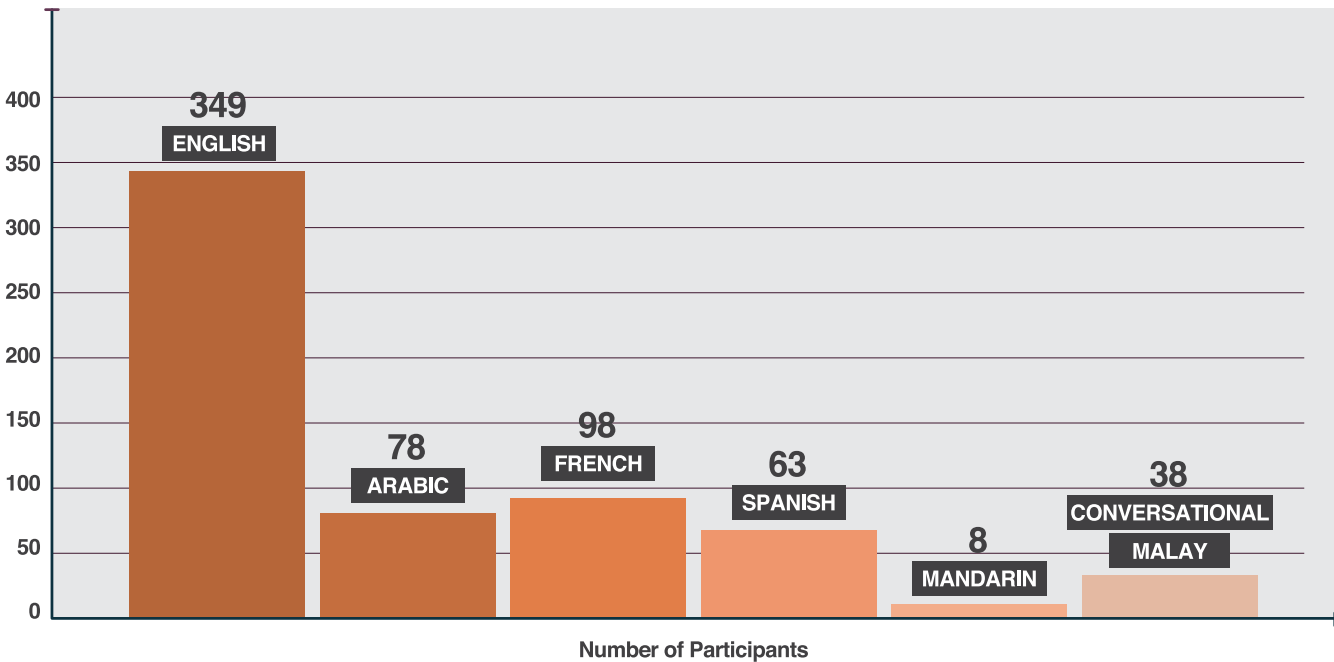


Chart 1: Breakdown of local and international participants



## English Language Programmes

The eight English language courses scheduled in 2014 aimed to consolidate the participants' general proficiency and for them to be competent users of the language. Seven out of the eight scheduled courses were successfully conducted in 2014.

A total of 127 participants attended the seven scheduled courses and they were from the Ministry of Health, Ministry of Foreign Affairs, National News Agency of Malaysia, National Sports Institute, Ministry of Home Affairs, Ministry of Defence, Royal Malaysian Police, Ministry of Domestic Trade, Co-operatives and Consumerism, among others. The detailed breakdown of participants according to ministries and government agencies is as per **Annex E**.

The modules designed for each of the English language courses were to provide participants with a comprehensive overview and intensive practice of the use of the language in a variety of contexts, and to enable them to be confident and comfortable users of the language.



*Effective Presentation Skills Course*

The Language Division is very appreciative of the support shown by the various ministries and government agencies in ensuring the success of the courses conducted by the Division.

The Language Division also conducted a three month in-house English language course for 24 IDFR staff (**Annex E**). The aim of the course is to enhance their English language proficiency. All IDFR staff is expected to have a good command of the language, to enable them to interact well with international participants who attend the various MTCP courses conducted at IDFR.



*Effective Writing Skills Course*

The English language modules were also part of the programmes conducted by the Training Division. The modules were incorporated into the Diploma in Diplomacy, *Diploma in Public Management: International Relations Module*, *MTCP: English Language for Diplomacy Course*, *MTCP: Diplomatic Training Course for International Participants*, *Workshop on Etiquette, Protocol and Event Management for Forestry Department, Peninsular Malaysia*, *ASEAN 2015 Workshop for Liaison Officers* and *Johor Student Leaders Council* programmes.

### Consultation (Unscheduled Courses)

The Language Division also conducted English language courses for 198 staff (**Annex E**) of other government agencies upon request in 2014. The agencies are the Judicial and Legal Training Institute, General Health Institute, Ministry of Health, Public Service Commission of Malaysia and Southeast Asia Regional Centre for Counter Terrorism. The courses conducted were *Effective Public Speaking*, *Effective Public Speaking and Presentation Skills*, *English Communication Course for Officers of the Public Service Commission*, and *English Language Workshop on Report Writing*. The summary of Scheduled and Unscheduled Courses for 2014 is as per **Annex F**.

### Course Evaluation

The Language Division regularly carried out an evaluation of the English Language courses conducted to gauge the effectiveness of the course content and the logistical management aspects of the course. A Likert scale of 1-7 was used as the measurement of instrument. The participants generally rate the course management, logistics and course content at 6 (Very Good) out of 7 (Excellent).

Based on the participants' feedback, the courses were successfully conducted as they felt that the course contents were tailored to address their needs in mastering the English language. The participants too showed a mark increase in their level of confidence in using the language and were also able to apply and use correct grammatical rules of the language in their oral and written communication.

## Foreign Language Programmes

### Arabic

The Arabic language courses were designed to equip officers with knowledge of the Arabic language and culture necessary to cope with the requirements of travelling and working in an Arabic speaking country. It was also a useful foundation for the participants to further their studies in the Arabic language and culture.



*Sitting for the Arabic language exam*

In 2014, eight Arabic language courses were conducted as per Annex D. A total of 78 participants (**Annex E**) from the Ministry of Foreign Affairs, Ministry of International Trade and Industry, Ministry of Women, Family and Community Development, IDFR, Ministry of Health, Ministry of Defence, Ministry of Education, Dewan Bahasa dan Pustaka, Kuala Lumpur City Hall, Royal Malaysian Police, Royal Malaysian Navy, and Ministry of Works, attended the Arabic language courses in 2014.

Two series of the Arabic language course for the *Diploma in Diplomacy* programme were conducted in 2014. Other than that, a special Arabic language course was also conducted upon the request of young officers from the Ministry of Foreign Affairs, Malaysia who are interested to improve their competency in the language. This special course was conducted at IDFR, every Saturday from 9 a.m. to 1 p.m.

### Course Evaluation

At the end of each level, the participants sat for an examination to gauge their progress in learning the language. The participants from the different levels of the Arabic language courses passed the examinations with excellence and conveyed their interest to pursue learning the language to a higher level.

The participants from the *Diploma in Diplomacy* programme stated that more hours should be allocated for them to learn and enhance their knowledge and skills in the language.

## French

In 2014, a total of 11 French language courses were conducted. The number of registrations for French language courses for the whole year reached a record of 98 participants. **(Annex D and Annex E)**

Three French language courses conducted were exclusively intended for officers of the Ministry of Foreign Affairs, Malaysia. The courses were *French for Diplomatic Purposes* – two intensive courses as part of the foreign language module for the *Diploma in Diplomacy* programme, and a Special Foreign Language Course for Diplomatic Officers, an unscheduled course conducted every Saturday.



Left: A visit to the Alliance Française Library

Right: Attending French Speaking Week at Help CAT

## Cuisine of the World

This activity was a great success for both DiD groups, thanks to their outstanding team effort. Irshad and Abdilbar's special interest and competence in culinary arts were a valuable asset.



Halal 'Bœuf bourguignon' by DiD2/2014 participants



## Special French Language Course for Officers of the Ministry of Foreign Affairs, Malaysia

IDFR welcomed a group of officers from the Ministry of Foreign Affairs, Malaysia, from March to May 2014 for a special foreign language course on Saturday mornings. This short beginner course was provided at the request of the young officers who wished to learn a foreign language but could not attend the evening classes.

The knowledge they acquired would certainly be valuable when they are posted abroad and hopefully, the officers would be motivated to continue learning French until they become perfectly bilingual.



*Some of the course participants*

## Evening Courses

Eight part-time evening French language courses were conducted for participants from all other ministries and government agencies. The levels offered ranged from complete beginner (French Level I) to advanced level (French Level IX) including one unscheduled course. **(Annex D)**

The participants came from, among others, the National News Agency of Malaysia, Royal Malaysian Police, Bank Negara Malaysia, Public Service Department, Accountant General Department of Malaysia, Ministry of Foreign Affairs, Malaysia, and Ministry of International Trade and Industry. The full list of participants from the various ministries is as per Annex E.

## Other Activities

The participants had an insight of French culture through:

- ✳ The French Speaking Week, organised by the Embassies of French Speaking countries
- ✳ A talk on *Multi-Ethnicity and National Identity* organised by the French Embassy in Malaysia, Malaysia France University Centre (MFUC), and Institute of Ethnic Studies (KITA), Universiti Kebangsaan Malaysia
- ✳ The French Art Festival organised by the Embassy of France and Alliance Française
- ✳ Cooking demonstrations and lunch in a French restaurant in Taylors School of Hospitality
- ✳ A visit to Alliance Française

## Translation

The main information displayed on IDFR's website was translated into French for the benefit of our French speaking visitors.

## Course Evaluation

The majority of the participants stated that French is a practical language to learn. Knowledge of the French language enriched English language use in many areas of everyday life, be it in legal, political and architectural sectors.

Knowledge of the language has also initiated a paradigm shift in the mindset of the participants. They have also put into practice the French they have learned in IDFR in their daily life.

## Spanish

In 2014, two *Spanish for Diplomatic Purposes* courses were conducted for the Diploma in Diplomacy programme. Out of the 40 officers who attended the two DiD programme, eight enrolled for the Spanish language course. Most of them made a special effort to learn the language as much as they could and acquire the culture of Spanish speaking countries, especially Mexico, South America, Cuba and Spain. One of the DiD 1/2014 participants even received a six-month scholarship to study Spanish in Mexico.

An intensive three-month Spanish language course was conducted for officers from the Ministry of Foreign Affairs, Malaysia. This course, which held from March to May 2014, was held every Saturday morning at IDFR and provided opportunity for officers eager to learn Spanish but were unable to attend the foreign language classes in the evening on weekdays, due to work commitment.

Besides conducting the Spanish language courses for DiD and the three-month intensive course, seven scheduled Spanish language courses (**Annex D**) were conducted in the evenings for officers from various ministries and agencies. The courses offered were Spanish Level I, Level II, Level III, Level IV, and Level V, with participants from National Institute of Public Administration, Ministry of Defence, Forestry Department Peninsular Malaysia, IDFR, Ministry of Domestic Trade, Co-operatives and Consumerism, Ministry of Transport, Ministry of Education, Embassy of Korea, Embassy of Ecuador and Embassy of Argentina. (**Annex E**).

An in-house intensive Spanish language course was also conducted for the staff of Malaysian Tourism Promotion Board, at its premises in Putrajaya. The course was conducted from 20 to 28 February 2014.

## Course Evaluation

At the end of each level, the participants sat for an examination to determine their competency in the language. Based on the result from the examinations, the participants demonstrated a good grasp of the language and were able to communicate well in Spanish.

## Mandarin

### *Mandarin for Diplomatic Purposes*

This Mandarin language course was conducted twice in 2014; from 3 February to 5 May and from 2 June to 5 September **(Annex D)**. These two courses were offered to officers who attended the DiD programme **(Annex E)**. The aim of this intensive Mandarin language course was to enable the participants to acquire basic communication skills in listening, speaking and writing.

## Malay

### *Conversational Malay Course*

The 42-hour Conversational Malay course was conducted twice; the first from 4 March to 15 May with 23 participants and the second from 2 September to 18 November with 15 participants. **(Annex D)**

The participants were foreign diplomats based in Kuala Lumpur from among others, the Embassy of the Republic of Iraq, High Commission of the Republic of Singapore, High Commission of the Republic of Zambia, High Commission of the Republic of Kenya, High Commission of the Republic of South Africa, Embassy of the People's Republic of China, Embassy of Italy, Embassy of the Republic of France, Embassy of the Arab Republic of Egypt, and Embassy of the Republic of Senegal. **(Annex E)**

The objectives of the course were to expose the participants to the basics of conversational Malay and to help them gain a better understanding of the Malay culture in Malaysia.

### **Course Evaluation**

The participants for the Mandarin and Conversational Malay course gave a favourable feedback on the achievement of the course objectives and the general management of the course. They rated both courses at 6 (Very Good) out of 7 (Excellent) based on a Likert Scale of 1 to 7.

The foreign diplomats who attended the *Conversational Malay Course* were appreciative of IDFR's effort in conducting the course for them and stated that they are now able to understand and converse well in the language. They also highlighted the fact that the class was conducted in a fun and lively manner.

Language, by nature, is ever evolving and the Language Division needs to keep abreast with new innovative techniques in the teaching and learning of language in this era of globalisation. As such, the courses conducted by the Division adopted an interactive, integrative learner-centred approach to language learning. The objectives of the approach used are to enable the participants to use the languages learnt confidently in a variety of contexts, and based on the positive feedback gained, the Language Division has been able to address the needs of the participants in mastering the languages of their choice.

Regional and  
Security Studies  
Division



# Regional and Security Studies Division

The Regional and Security Studies Division (RSSD) is primarily responsible for organising conferences, seminars, workshops, round table discussions and public lectures centred around issues of International Relations and diplomacy affecting the international and regional landscape. RSSD provides a focal point for government officials, policy makers and analysts, academics and researchers, the private sector and NGOs' as well as students from institutions of higher learning to gather and exchange ideas, explore pertinent issues and achieve a greater understanding of the challenges that shape the traditional and non-traditional security issues within the region and internationally through its intellectual discourses. The Division also coordinates the IDFR-UKM Master of Social Science (Strategy and Diplomacy) programme, a smart partnership between the Institute and Universiti Kebangsaan Malaysia.

The year 2014 was a remarkable year for the RSSD. Sixteen programmes were initially planned but the division executed 25 programmes in total which is equivalent to 156%. These included a study visit delegation comprising postgraduate and undergraduate students from Universiti Teknologi MARA and hosting a farewell dinner for the 2013/2014 session Master students. This indicates a huge success and an increase of 108.33% as compared to only 12 programmes organised in 2013, as per Chart 1.

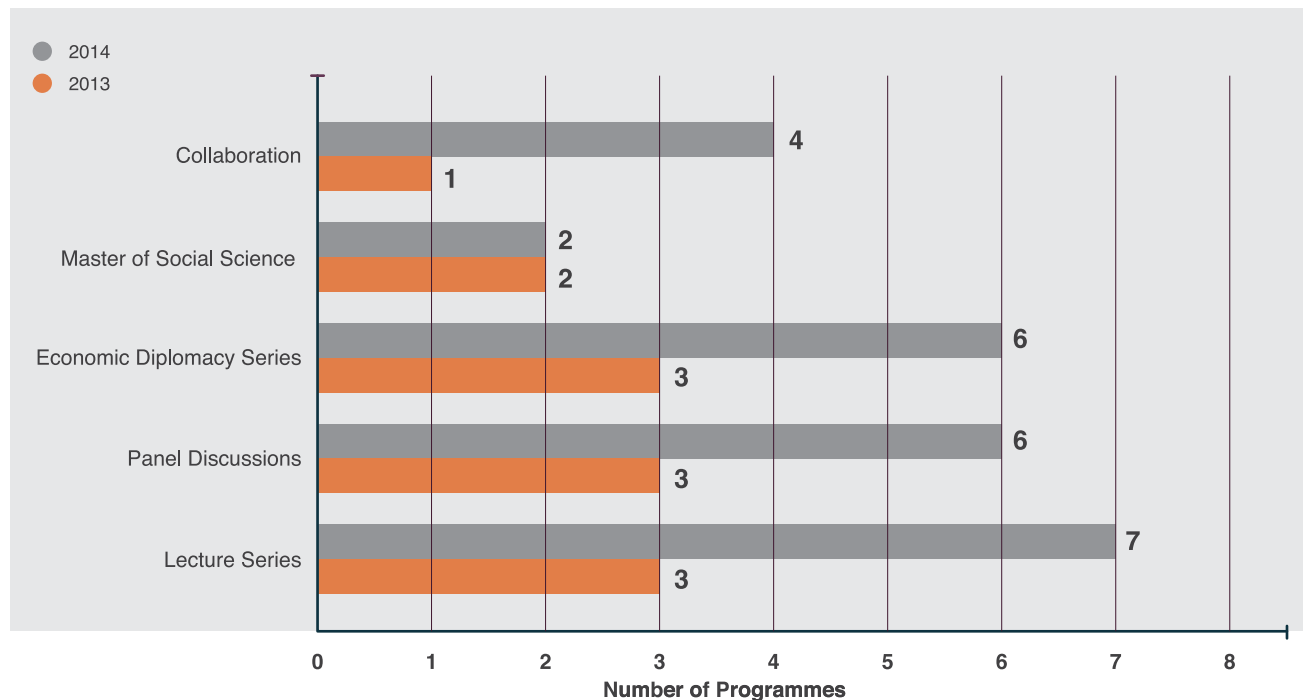


Chart 1: Number of Programmes organised in 2013 and 2014

Programmes under the Regional and Security Studies Division are classified under two main themes which are issues discussed under the International and Regional categories. A total of twelve and seven issues were covered under the International and Regional themes respectively as shown in Table 1.

International	Regional
<i>Experience with the International Media and the Importance of Truthful and Moderate Approach</i>	<i>Beyond the Horizon: Potential Political Breakthrough in the South China Sea</i>
<i>Ukraine and European Security</i>	<i>Indonesia Elections: Opportunities and Challenges for the Region</i>
<i>Nuclear Weapons: Still an Existential Threat to Humankind</i>	<i>The Philippines: Trends and Prospects for the Future</i>
<i>The Current Developments in Ukraine</i>	<i>40<sup>th</sup> Anniversary of Malaysia-China Diplomatic Relations</i>
<i>Islamic State of Iraq and Syria (ISIS/IL)</i>	<i>Commemorating the 40<sup>th</sup> Anniversary of ASEAN-Australia themed Strengthening Regional Integration Strategic Partnership</i>
<i>Moderation: A Belgian and European perspective</i>	<i>Malaysia's Climate Change Strategies: Plan of Action</i>
<i>From Baghdad to Bangui, From Moscow to Kuala Lumpur: Is there Still a Role for Humanitarian Actors?</i>	<i>Where do we Draw the Line? Maritime Boundary Issues in the Straits of Malacca</i>
<i>The Universal Declaration of Human Rights 1948 and the Federal Constitution of Malaysia 1957: An Appreciation</i>	
<i>International Trade in Agriculture Products: Overcoming Barriers</i>	
<i>Investor State Dispute Settlement: From the Context of Investor Protections and State's Rights to Pursue National Agenda</i>	
<i>Community Wealth Creation through Geographical Indications (GI)</i>	
<i>Negotiating International Economic Agreements Transpacific Economic Partnership Agreement: Lessons for Economic Diplomacy Practice.</i>	

Table 1: List of Programmes Conducted

## Evaluation of RSSD Programmes for 2014

Intellectual discourses organised by RSSD are categorised under the three main topics of politics, economics and the environment. Sub-topics that were covered under the area of politics include international law, terrorism, moderation, conflict resolution, human rights, maritime claims and boundary delimitation and nuclear weapons. Discussions under the economic theme touched on international trade, international rules and regulations, technical barriers to trade, non-tariff measures, investor protection rights and policies and foreign investment law. Lastly, under the topic of the environment, some sub-topics that were covered include protection of marine life, increasing threat of pollution, chemical pollution, convention and protocol in handling hazardous substance, climate change, waste management, sludge and urban flooding.

## IDFR Lecture Series

The IDFR lecture series discussed contemporary and latest issues afflicting the practice of international relations and diplomacy. Expert speakers are invited to deliver lectures and engage with the participants on particular issues. Programmes organised under the IDFR lecture series for 2014 include:

### *Beyond the Horizon: Potential Political Breakthrough in the South China Sea*

This programme was held in collaboration with the Maritime Institute of Malaysia (MIMA) and the lecture was delivered by Professor Dr. Vivian L. Forbes, Adjunct Associate Professor at the School of Earth and Environment, University of Western Australia and MIMA's Senior Visiting Research Fellow. Professor Dr. Forbes outlined a number of diplomatic initiatives and cooperative activities that could be undertaken to ensure peace and stability in South China Sea amidst overlapping claims by the claimant countries, namely, China, Vietnam, The Philippines, Taiwan, Malaysia and Brunei.

The importance of this lecture and the profile of the speaker witnessed the presence of high-level officials from various government agencies, including National Security Council, Attorney General's Chambers, National Hydrographic Centre, Naval Chartography Department, Royal Malaysian Navy, and Department of Survey and Mapping.



*The Director General presenting a memento to Professor Dr. Forbes*

### *Indonesia Elections: Opportunities and Challenges for the Region*

As Indonesia was getting ready for its presidential poll set for 9 July 2014, the Institute organised a lecture titled *Indonesia Elections: Opportunities for Indonesia and Challenges for the Region*. The objective of this lecture was to better understand how the presidential election of the largest economy in Southeast Asia will affect the region and influence its foreign policy. The lecture was delivered by Associate Professor Dr. Farish A. Noor, IDFR's Distinguished Fellow and Associate Professor at the S. Rajaratnam School of International Studies, Nanyang Technological University, Singapore.

The huge turnout for this lecture was mainly due to the presence of Dr. Farish Noor. He is much sought after for his academic thoughts and valuable insights on the topic of Indonesia's political, cultural and historical legacy and he continues to undertake extensive research and field work in Indonesia.



*Professor Dr. Farish A. Noor  
presenting his lecture*

### ***The Philippines: Trends and Prospects for the Future***

In conjunction with Malaysia's Chairmanship of ASEAN next year, IDFR initiated the ASEAN Ambassador Lecture Series and hosted its first one this year. H.E. Ambassador J. Eduardo Malaya, the Ambassador of the Philippines to Malaysia delivered a lecture titled *The Philippines: Trends and Prospects for the Future*. H.E. Malaya was optimistic of the future prospects for close relations with Malaysia and of the role of The Philippines in the integration of the ASEAN Community.

The engagement by Ambassador Malaya through his presentation provided an opportunity for the audience to listen first-hand regarding efforts undertaken in the Philippines to sensitise its people to the concepts of a *People Centred ASEAN* and the ASEAN Economic Community.

### ***Nuclear Weapons: Still an Existential Threat to Humankind***

Malaysia has been actively pursuing the cause for a nuclear free world through various multilateral platforms in the discourse on non-proliferation and disarmament. In this regard, the Institute organised a lecture titled *Nuclear Weapons: Still an Existential Threat to Humankind* which was delivered by The Honourable Gareth Evans AC, QC, Chancellor of Australian National University and former Foreign Minister of Australia. It was organised as a measure to educate the public on the hazardous effects of the proliferation of nuclear weapons.



The lecture was well attended by approximately 200 participants comprising members of the diplomatic corps, policy makers, academicians, university students and representatives from various government agencies. Many questions were raised and addressed on the prospect of nuclear energy, managing the risk of nuclear weapons and the geopolitical conflict among the nuclear armed states.

### ***Islamic State of Iraq and Syria (ISIS/IL)***

The issue of the Islamic State of Iraq and Syria (ISIS/IL) has garnered much interest around the world. In this regard, the Institute invited two prominent scholars, Associate Professor Dr. Farish A. Noor, IDFR's Distinguished Fellow and Mr. Ahmad El Muhammady from the International Islamic University, Malaysia to deliberate further on this topic. Dr. Farish Noor clearly pointed out that there is no correlation between Islam and violence as the actual teachings of Islam only propagates peace to its followers. Mr. El-Muhammady addressed the issue of social media exploitation by the IS and explained that the IS is savvy in manipulating religious texts for its own agenda.

Due to the nature of the topic and the presence of two prominent speakers, the lecture drew an interested and engaged audience among the foreign diplomatic missions in Kuala Lumpur, Ministry of Foreign Affairs officials, policy makers and analysts.



*Dr. Farish Noor and Mr. Ahmad El Muhammady in discussion before the start of the programme*

## **Panel Discussions**

In 2014, six panel discussions were also held where several speakers were invited to discuss a particular theme by sharing their respective insights, views and perspectives to enrich and provide for an interactive discussion amongst the participants. Successful panel discussions held include:

### ***Malaysia's Climate Change Strategies: Plan of Action***

The Institute, in collaboration with the United Nations Association of Malaysia (UNAM), organised a forum related to climate change titled *Malaysia's Climate Change Strategies: Plan of Action*. Yang Mulia Tengku Tan Sri Dato' Seri Ahmad Rithauddeen

Tengku Ismail, President of UNAM and former Minister of Foreign Affairs, Malaysia delivered the opening remarks at the forum. The programme was attended by government officials, foreign mission representatives, council members of UNAM, UNAM Youth Circle and its UN Clubs, and representatives from think tanks, and public and private universities.

The participants found the forum timely and very pertinent as strategies and a plan of action was discussed considering that climate issues were the primary focus for debate at the Climate Summit held on 23 September 2014. This was further adopted as a key agenda at the 69th session of the United Nations General Assembly the next day.



*Ms. Michelle Gyles-McDonnough, United Nations Resident Coordinator for Malaysia posing a question during the forum*

### ***Panel Discussion in Conjunction with the 40th Anniversary of Malaysia-China Diplomatic Relations***

The Institute, in collaboration with the Malaysia-China Friendship Association and Institute of China Studies, University of Malaya organised a panel discussion in conjunction with the 40th anniversary of Malaysia-China diplomatic relations. The objective of this panel discussion was to create awareness on the importance of Malaysia-China ties and highlight the achievements and success of bilateral relations between the two countries.

The participants who included senior diplomats, academicians, and ASEAN China young diplomats found the discussion engaging and insightful as there was an honest exchange of ideas about China's emerging power and influence in the region.



*H.E. Huang Huikang, Ambassador of China to Malaysia receiving a memento from the Director General*

### ***From Baghdad to Bangui, From Moscow to Kuala Lumpur: Is There Still a Role for Humanitarian Actors?***

The Institute collaborated with MERCY Malaysia, a leading humanitarian non-governmental organisation for the first time in 2014 to organise the Sultan Nazrin Lecture Series titled *From Baghdad to Bangui, From Moscow to Kuala Lumpur: Is There Still a Role for Humanitarian Actors?* The event was graced by His Royal Highness Sultan Nazrin Muizzuddin Shah ibni Almarhum Sultan Azlan Muhibbuddin Shah Al-Maghfurlah, Sultan of the State of Perak Darul Ridzuan and the Royal Patron of both the Institute and MERCY Malaysia.

The highlight of the programme was a lecture delivered by the Director General of the International Committee of the Red Cross, Mr. Yves Daccord. The lecture underlined the concerns about recent serious global conflicts and the security net needed for humanitarian aid workers to function effectively.

## **Economic Diplomacy Series**

The Economic Diplomacy Series (EDS) is a collaboration between the Institute, World Trade Institute, University of Bern, Switzerland and Universiti Kebangsaan Malaysia. The main objective of the EDS is to provide discourse on economic trade and investment issues. The EDS kick-started with three programmes in 2013. As the series was well received by participants, seven programmes were organised in 2014 which was an increase of more than 100%.

The highlight of the EDS was the workshop titled *Where Do We Draw the Line? Maritime Boundary Issues in the Straits of Malacca*. It involved several prominent academics and practitioners, namely, Associate Professor Dr. Sufian Jusoh; H.E. Professor Dr. Rahmat Mohamad, Asian African Legal Consultative Organization (AALCO) New Delhi; Associate Professor Dr. Wan Izatul Asma Wan Taalat from the Institute of Oceanography and Environment (INOS), University Malaysia Terengganu; Associate Professor Dr. Wan Siti Adibah Wan Dahalan from the Faculty of Law, Universiti Kebangsaan Malaysia and Dr. Hazmi Mohd Rusli from Universiti Sains Islam Malaysia.

The workshop was very dynamic and interactive with diverse views and opinions shared on maritime boundary related issues. The final speaker, Dr. Hazmi Mohd Rusli, provided in-depth knowledge on the history of maritime boundary delimitation in the Straits and issues of conflicting claims among claimant states. The participants found this workshop beneficial in highlighting the importance of maritime boundary issues in the Straits.

### Annual Collaboration

RSSD collaborates annually with the Ministry of Foreign Affairs, Malaysia to celebrate the anniversary of significant international events. The first is the International Day of Solidarity with the Palestinian People to mark Malaysia's continuous support for the Palestinian cause of statehood for its people. The Inaugural International Human Rights Day was organised on 10 December and is set to be an annual feature. Both programmes witnessed panel discussions to commemorate the respective occasions.

### Ad-Hoc Collaboration

The Division also received two requests to collaborate with non-governmental organisations. The first was a collaboration with the Perdana Global Peace Foundation for the launching of the Second Mahathir Global Peace School programme. Tun Dr. Mahathir Mohamad, the fourth Prime Minister of Malaysia, delivered the keynote address at the event.

The second was a collaboration with Lembaga Peradaban Melayu (ADAB), Yayasan Karyawan and Dewan Bahasa dan Pustaka to organise a seminar on *Peradaban Melayu: Rakyat, Raja dan Kerajaan*. The seminar was officiated by Her Highness Dato Seri Diraja Tan Sri Tunku Puteri Intan Safinaz binti Tuanku Abdul Halim Mu'adzam Shah, Tunku Panglima Besar Kedah.

### IDFR-UKM Master of Social Science (Strategy and Diplomacy)

The Master of Social Science (Strategy and Diplomacy) programme is designed to encourage learning and acquire knowledge amongst students based on the academic fundamentals in strategy and diplomacy and at the same time apply the practical aspects of these areas by analysing issues shared by practitioners in the field. The programme nurtures critical thinking, broadens views and provides in-depth insights on regional and international issues. For the 2014/2015 session, nine students joined the programme and an orientation week was held to foster a spirit of teamwork and provide motivation to prepare the students for the rigour of the programme.



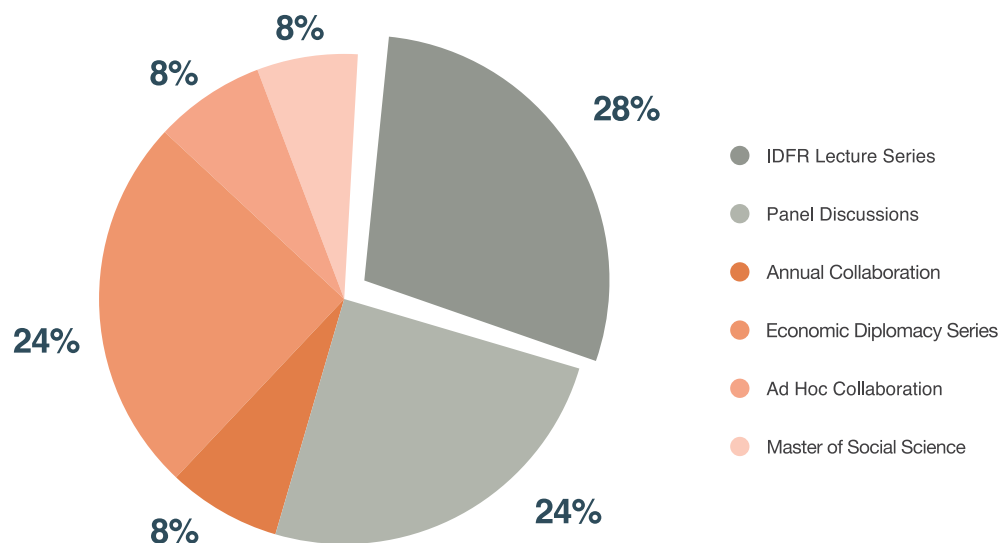


Chart 2: Breakdown of programmes organised according to categories

## Memorandum of Understanding

The Division also facilitates the establishment of Memorandums of Understanding (MoUs) with other institutions to extend and expand its areas of cooperation in the field of international relations and diplomacy. This year, IDFR signed an MoU with ADA University, Ministry of Foreign Affairs, Republic Azerbaijan who wish to collaborate with IDFR on the training of diplomats. The specific areas of cooperation include:

- i. Exchange of information on the structure and content of training programmes for diplomats
- ii. Identification of experts in mutually agreed areas
- iii. Exchange of information on the use of Information Technology in diplomacy
- iv. Joint research in mutually agreed areas
- v. Mutual assistance in designing IT-based course content for distance learners
- vi. Exchange of information and publications on training programmes, curricular of studies and other activities of common interest
- vii. Promote the exchange of experts, scholars and diplomatic trainees.

This MoU was signed by the Director General of IDFR, Dato' Hussin Nayan and Deputy Foreign Affairs Minister of the Republic of Azerbaijan, H.E. Hafiz Mir Jalal Oglu Pashayev on 12 September 2014 during the official visit of The Honorable Prime Minister of Malaysia Dato' Seri Najib Tun Abdul Razak to the Republic.

The very first initiative undertaken after the establishment of this MoU was a programme offered by the University to undergo the 7th Caspian Basin Studies Programme in Baku, Republic of Azerbaijan for a duration of ten days. Ms. Lim Hui Chin, Special Officer to the Director General, was selected as a participant for the programme.

# Speakers

Determining the selection of speakers is an integral part of organising intellectual discourse in IDFR. Hence, the Division always strives to secure renowned local and international speakers who are experts in particular areas of IR and diplomacy. The speakers that were invited last year include some of IDFR’s very own Distinguished Fellows, diplomats and practitioners, academics and scholars, former Heads of State and high-profile politicians. In 2014, some of the prominent local and international speakers we engaged with are as per Table 2 and Table 3.

Local Speakers	Details of Speakers
Tun Dr. Mahathir Mohamad	Former Prime Minister of Malaysia and President of Perdana Global Peace Foundation
Yang Mulia Tengku Tan Sri Dato’ Seri Ahmad Rithauddeen Tengku Ismail	President of UNAM and former Foreign Minister of Malaysia
Dato’ Abdul Majid Khan	President, Malaysia China Friendship Association and Former Ambassador of Malaysia to China
Dr. Sufian Jusoh	Distinguished Fellow of IDFR and External Fellow of World Trade Institute, University of Bern, Switzerland and Associate Professor at the Institute of Malaysian and International Studies, Universiti Kebangsaan Malaysia
Dr. Farish A. Noor	Distinguished Fellow of IDFR and Associate Professor at S. Rajaratnam School of International Studies, Nanyang Technological University
Dato’ Dr. Mohd Yusof Ahmad	Head, Institute of ASEAN Studies and Global Affairs, Universiti Teknologi MARA
Dr. Chandra Muzaffar	Distinguished Fellow of IDFR and President, International Movement for a Just World
Datuk Shad Salem Faruqi	Emeritus Professor, Faculty of Law, Universiti Teknologi MARA
Dato’ Saifuddin Abdullah	Chief Executive Officer, Global Movement of Moderates
Dato’ Malik Imtiaz Sarwar	Lawyer and Human Rights Activist
Tan Sri Dato’ Seri Mohamed Jawhar	Chairman, Institute of Strategic and International Studies (ISIS) Malaysia

Table 2: List of Local Speakers

International Speaker	Details of Speakers
Professor Dr. Vivian L. Forbes	Adjunct Professor, School of Earth and Environment, University of Western Australia and Senior Research Fellow, MIMA
Professor Gareth Evans	Vice Chancellor Australian National University and Former Minister of Foreign Affairs, Australia
H.E. Didier Reynders	Deputy Foreign Minister and Minister of Foreign Affairs and European Affairs
H.E.Simon Merrifield	Australia’s Ambassador to the Association of Southeast Asian Nations (ASEAN)
H.E. J. Eduardo Malaya	Ambassador of the Republic of The Philippines to Malaysia
H.E. Haris Silajdzic	Former Prime Minister and Minister of Foreign Affairs, Bosnia and Herzegovina
Professor Dr. Sarah Birch	Professor, School of Political Sciences, Glasgow University
Mr. Yves Daccord	Director General, International Committee of the Red Cross

Table 3: List of International Speakers

## Participants

The Division not only strives to secure good speakers and panellists but is careful in its selection of the right participants and audience who attend its programmes. This will enable the discussions to be interactive and of high quality which in turn provides a mutually beneficial outcome to all parties involved. This year witnessed the participation of members of parliament who were interested in attending intellectual discourse to enhance their knowledge as well as to contribute their thoughts and ideas on international and regional issues. RSSD also received participation from business councils, Pricewaterhouse Coopers, the Securities Commission and Third WorldNetwork. Foreign Missions in Kuala Lumpur and think-tanks like ISIS, MIER and IDEAS have also continued to attend and contribute towards our intellectual discourse.

The breakdown of participants is as seen in Chart 3.

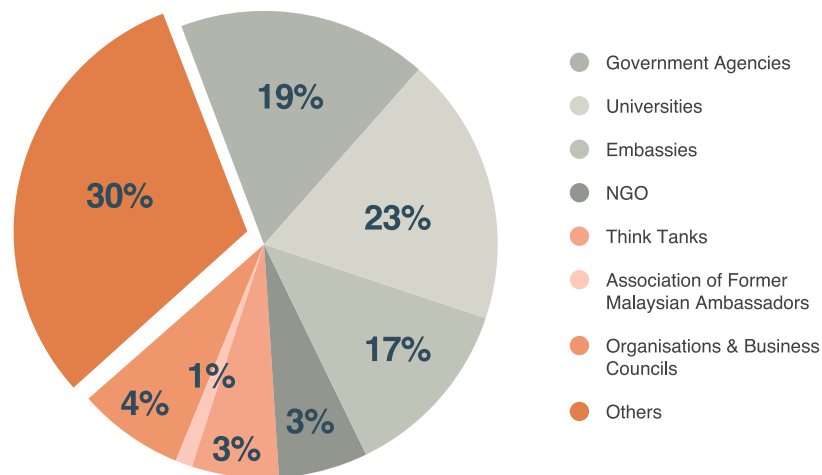


Chart 3: Breakdown of participants who attended RSSD programmes

## Collaboration

RSSD continues to look for new avenues to collaborate with renowned institutions and agencies, be it locally or internationally. This will provide for the emergence of new ideas to discuss contemporary issues and the opportunity to engage some of the top thinkers and scholars in the region. Some of our key collaborators for 2014 are as seen in Table 4.

No.	Collaborators
1	Maritime Institute of Malaysia
2	Malaysia-China Friendship Association
3	Institute of China Studies
4	Foreign Policy Study Group
5	Jeffrey Cheah Institute of Southeast Asia
6	United Nations Association of Malaysia
7	Lembaga Peradaban Melayu
8	Embassy of Belgium
9	MERCY Malaysia
10	Australia High Commission
11	World Trade Institute, University of Bern, Switzerland
12	Universiti Kebangsaan Malaysia
13	Perdana Global Peace Foundation

Table 4: List of Collaborators

## Conclusion

The year 2014 witnessed a successful year for the Division. Twenty-five programmes were successfully organised and was attended by almost 900 participants. The Division also introduced a new lecture series titled the *ASEAN Ambassador Lecture Series* in conjunction with Malaysia's Chairmanship of ASEAN in 2015. Next year will be another significant year for Malaysia as Malaysia has been elected as a non-permanent member of United Nations Security Council for the fourth time in its history. RSSD will be featuring more ASEAN Ambassadors under the *ASEAN Ambassador Lecture Series* to share their insights and thoughts on the realisation of the ASEAN Community and other issues affecting the regional architecture. RSSD will also be organising panel discussion to discuss Malaysia's role and Agenda in the UNSC. These are some of the upcoming highlights for 2015.



# Academic Studies, Research and Publication Division

# Academic Studies, Research and Publication Division

The main function of the Division is to produce and manage IDFR's publications and oversee matters related to the Institute's public affairs. In the process, the Division carries out extensive information search including researching historical photographs and conducting interview sessions for personalities and course participants to be featured in the publications. The Division is also responsible for arranging media coverage and press conferences for our events and collaborative efforts with other institutes and organisations; briefing guests to the institute; managing the content of the website and Facebook; and disseminating official information to the media.

In 2014, the Division successfully published the following periodic publications: the *2013 IDFR Annual Report* in May; *Diplomatic Voice* in April, July, October and December; *Journal of Diplomacy and Foreign Relations (JDFR)* Volume 14 Number 1 in July and Volume 14 Number 2 in December; and finally, the *2015 Prospectus* also in December.



*The Diplomatic Voice is published four times a year*

Another achievement by the Division is it also published a book titled *A UN Chronicle 1988-1998*. Co-written by Tan Sri Razali Ismail and Sharifah Shifa al-Attas, the book examines Tan Sri Razali's years as Malaysia's Permanent Representative to the United Nations and highlights Malaysia's active involvement in the international body. It was launched by Tun Dr. Mahathir Mohamad on 30 April and can be a source of reference for our diplomatic officers, especially so now with Malaysia being a Non-Permanent Member of the UNSC for 2015 and 2016.

In his speech, Tun Dr. Mahathir said that he supports Tan Sri Razali's aspiration that the dialogues and discussions on the UN reforms and changes can be galvanized for a better future. He acknowledged that it was a very challenging task due to the structure of the UN itself.

Among the guests who attended the launch hosted by Datuk Othman Hashim, the Secretary General of the Ministry, were former Malaysian ambassadors, senior officials from the Ministry and other government agencies, senior members of the diplomatic corps, representatives from universities, associations and the private sector, and members of the media. The book is available for sale at IDFR and selected bookstores including Kinokuniya and MPH.



Tun Dr. Mahathir Mohamad  
after the launch

IDFR stresses the importance of training for its staff. Therefore, to ensure that the officers in this Division are better able to edit and translate from English to Malay and vice versa, this Division organised a language workshop with the collaboration of Dewan Bahasa dan Pustaka. At the three-day workshop, the officers were involved in various collaborative editing and translating activities, as well as looking at publications by other government organisations.

In its effort to highlight and promote IDFR as the only Institute in the country that deals with diplomacy and international relations, IDFR is always in contact with the media and invite them to attend cover its programmes. For this year, IDFR invited the media to cover several of its major events including *40 years Malaysia-China Relations Celebration*, *IDFR-UNAM Workshop on Climate Change*, Professor Gareth Evans' lecture on *Nuclear Weapons: Still an Existential Threat to Humankind* and the launch of the book *A UN Chronicle 1988-1998*.

To ensure greater outreach, especially to the public, IDFR arranged two sessions with the electronic media to promote *A UN Chronicle 1988-1998*. The first was Dato' Hussin Nayan together with Tan Sri Razali Ismail's appearance on *Agenda*, a well known talk show on Astro Awani. The segment was aired in early June during prime time on Astro Awani. Another session was Tan Sri Razali Ismail's appearance on *Hello on Two*, another popular talk show, on TV2. The segment was aired in July.

Dato' Hussin also made a special appearance together with Tan Sri Hasmy Agam in *BERNAMA Today* and *Hello on Two* to promote Professor Gareth Evans' lecture. Another appearance by Dato' Hussin was in the *1News* channel where Dato' Hussin shared his experiences as a diplomat and the role of IDFR.

IDFR appreciates the support received from the media and hopes that the relationship will continue to flourish.



*The session on  
BERNAMA Today*



# Corporate and Management Services Division

# Corporate and Management Services Division

The Corporate and Management Services Division continues to be IDFR's main service provider through provision of facilities as well as enhancing human capital competency in line with IDFR's needs. It ensures continuous support towards IDFR's programmes and activities through the main functions below:

- ✱ Managing and supervising the general administration which includes the facilities, logistics, asset and security;
- ✱ Managing of finance and budget;
- ✱ Managing and updating staff records and placement of personnel;
- ✱ Coordinating training programmes in enhancing staff competency;
- ✱ Providing library services for teaching, learning and research purposes; and
- ✱ Providing ICT services and support system including networking infrastructure, ICT software and devices as well as e-Government and internal application systems.

The Administration and Finance Section provides logistic support services, facilities, security, finance and technical maintenance. It is also responsible for ensuring a clean and conducive work place for the staff.



*The Administrative staff is always ready to provide support services*

The year 2014 witnessed a number of major events held at IDFR involving local and foreign dignitaries and utilising the Institute's various facilities. A close and strategic cooperation has been successfully established between IDFR and the Ceremonial Unit of the Public Works Department, Ceremonial and International Conference Secretariat Division of the Prime Minister's Department and the Royal Malaysian Police with regards to obtaining advice in logistics and protocol matters.

The Administration and Finance Section collaborated with the Welfare Club to organise various activities for the year with the aim to instill close cooperation among the staff. These included a talk and health check by the Jalan Hang Tuah Health Clinic which provided input on the importance of a healthy lifestyle. Besides that, a bowling tournament between IDFR and the DiD participants; breaking of fast and *tarawih* prayer; and a farewell gathering for officers leaving the Institute were also organised to instill team spirit and tolerance among the staff. All these can also contribute to better work productivity, enhanced performance and effectiveness of IDFR's delivery system, in line with the Prime Minister's aspiration of *1Malaysia: Rakyat Didahulukan dan Pencapaian Diutamakan*.



*Bowling Tournament  
on 24 June*

IDFR was proud to be awarded 2014's Best Responsibility Centre by the Accountant General's Department of Malaysia. Ms. Asmat Zainal Abidin represented IDFR in receiving the Certificate of Appreciation in Putrajaya on 10 December 2014.



*The staff of the Finance Unit  
posing with the certificate*

An original budget of RM11,262,700.00 for the expenses of the overall management activities and programmes planned in IDFR was subsequently adjusted to RM11,064,662.00 (Chart 1). From the provision allocated, IDFR spent RM10,393,949.24 (93.94%), leaving a balance of RM670,712.76 (6.06%).

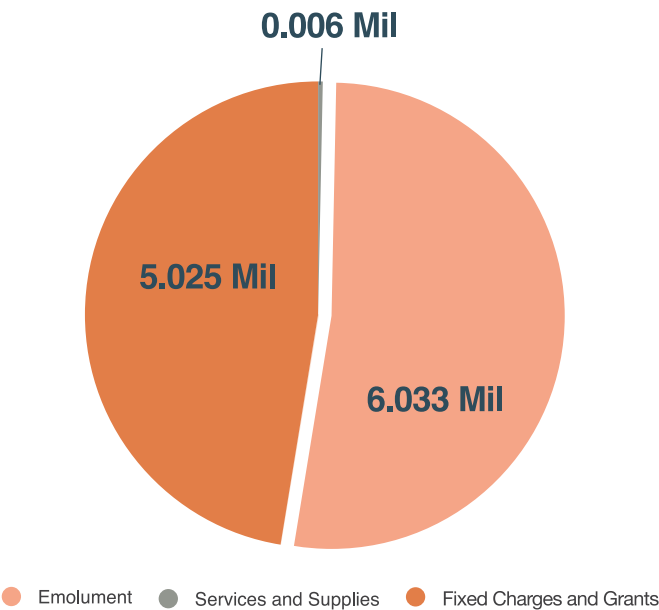


Chart 1: A breakdown of the provisions in accordance with the General Objects (OA) as at 31 December 2014

As at 31 December 2014, a total of RM5,915,330.89 was spent for Emoluments and RM4,478,618.35 for Services and Supplies while no expenses were made for Fixed Charges and Grants. Table 1 represents expenditure and allocation by general object. Chart 2 illustrates the management allocation and achievement of expenditure in 2014.

ITEM	OA10000 (RM)	OA20000 (RM)	OA40000 (RM)
Allocation	6,033,162.00	5,025,500.00	6,000.00
Expenditure	5,915,330.89	4,478,618.35	0.00
Balance	117,831.11	546,881.65	6,000.00

Table 1: Expenditure and Allocation by General Object for the Year 2014



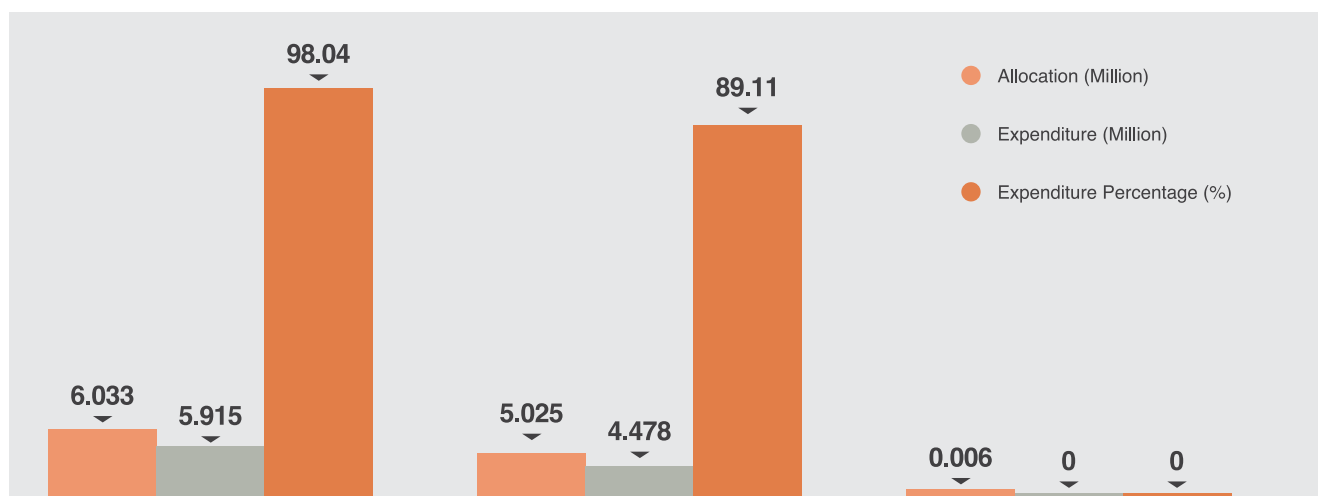


Chart 2: Expenditure Achievement for the Year 2014

IDFR's Trust Account was established under Section 9 of the Financial Procedure Act 1957 to enable the Institute to receive funds or contributions from external parties to run courses or programmes. Beginning 2014, 50% of the rental fees for IDFR's facilities were accounted into this trust account. IDFR also received RM355,123.60 funding from the ASEAN Secretariat to organise the *ASEAN-China Young Diplomats Training Course* from 19 to 30 May 2014. As at 31 December 2014, the balance of the trust account was at RM56, 540.60.

The organisational operating structure and staffing of IDFR is based on the Ministry of Foreign Affairs' Establishment Warrant 2013, Volume 2, Provision Objective 13 Programme 9 – the Institute of Diplomacy and Foreign Relations (IDFR). Based on the related warrant, 124 personnels for various posts was approved for the Institute. However, as at 31 December 2014, only 103 posts (83%) were filled; three posts for the Top Management Group, 36 posts for the Management and Professional and Group, and 64 for the Support Group.

In 2014, IDFR successfully organised various human capital training and courses to ensure a competent and versatile work force. With emphasis on esprit de corps and teamwork which include support from the top management, these are important factors driving the continuous success of IDFR.

In acknowledging and recognising excellent contributions, dedication and commitment of staff in their work, several officers and staff were given the 2013 Excellent Service Award. This recognition is also aimed at nurturing the personnel in becoming role models to other staff to improve their service delivery in order to further enhance the Institute's performance. The list of recipients is shown in Table 2.

No	Name	Division
<b>Excellent Service Award 2013</b> (Presentation of Certificate was held during the Ministry of Foreign Affairs' Excellent Service Award Ceremony on 15 May 2014)		
1	Puan Rahimah Yeop	Academic Studies, Research and Publication Division
2	Puan Azmah Mahmud	Training Division
3	Puan Nor Azura Mior Daud	Corporate and Management Services Division
4	Encik Sebastian Anak Dio	
5	Encik Mat Basir Jaafar	
6	Encik Alif An Naz Nazaruddin	
7	Encik Ibrahim Nor	
<b>Monthly Excellent Service Award (February and June 2014)</b> (Presentation of Certificate was held during the Ministry's Monthly Assembly on 18 September 2014)		
1	Encik Nik Muhd Hasbi Nik Daud	Corporate and Management Services Division
2	Puan Shermawaty Awang Saari	Training Division

*Table 2: List of Excellent Service Award Receipients*

In line with the Government Transformation Programme, the Human Resource Management Section has initiated a restructuring of IDFR towards becoming a premier Institute in its field. The restructuring via the IDFR's Transformation Plan will involve the creation of new posts and the upgrading of various schemes and grades.

In this context, some of the challenges which might be faced during the transformation phase will be the identification of suitable and capable talent to support IDFR's role in becoming a prime think tank and training centre. The Section acts as an important component which will consistently coordinate and ensure human resource management is at the most optimum level in accordance with IDFR's needs.

The Library plays a major role in supporting teaching, learning and research activities at the Institute. It provides reference and information services especially for the staff and course participants. The service is also offered to officers and staff of the Ministry of Foreign Affairs, Malaysia, Malaysia's Missions and ambassadors abroad, researchers as well as officers from foreign missions in Malaysia. Efforts to improve the library collection are continuous, in line with its objective to become a knowledge excellence centre in the field of IDFR's expertise.



*During a Library tour*

The library has been designated the lead for the other libraries under the Ministry of Foreign Affairs, Malaysia; the Ministry's, IDFR's and SEARCCT's. It is responsible to plan, manage and coordinate library services and information from the three libraries. Advisory services regarding library development is also provided from time to time. The Integrated Computerized Library System, which is an innovative initiative by IDFR, is capable of synchronising the management policy, administration and operation of these three libraries. Besides, the library has become a benchmark in developing and implementing updated high-technology library management systems such as the library materials' security system, library materials' tracking system and self-service book loan/return system.

The library has an updated collection in various forms of printed, multimedia and electronic materials. The library's material search can be accessed through the Online Public Access Catalogue (WebOPAC) at <http://webopac.kln.gov.my>. Meanwhile, detailed library information can be accessed via its portal at [www.idfr.gov.my/library](http://www.idfr.gov.my/library)



*The Library staff at the Games Corner in the library*

Various initiatives were taken by the Library Section in 2014 towards enhancing reading habits among the staff and course participants. Among the programmes conducted were the Book Donation Campaign from 1 April to 30 June, and from 3 September to 30 November; the 57 Years of Merdeka (1957-2014) Exhibition from 18 August to 19 September; Information Skills Workshop on 17 September; Everyone Can Borrow Programme on 28 January, 8 April, 8 July and 14 October; and the monthly Excellent Readers' Award.

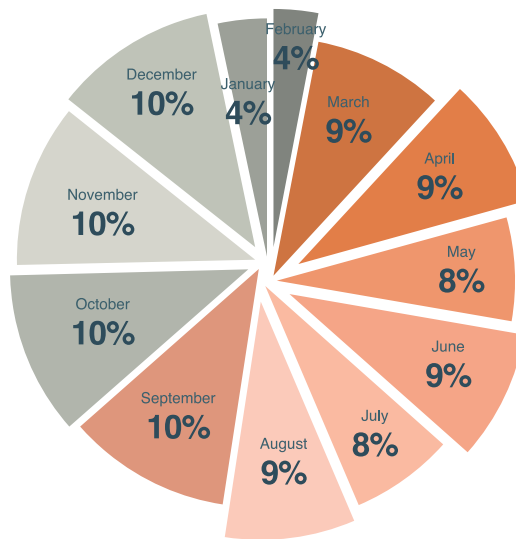


*Some of the programmes organised by the Library*

The ICT Section provides services that comprise policy development, planning and project management which ensure reliable and secure usage, and support strong applications which reinforce other infrastructure (desktop, communication and network) and e-services for its users. The Section is also responsible in coordinating ICT strategies and solutions in line with E-Government initiatives through close cooperation between various parties at IDFR.

The website is the main medium in disseminating news and information to the Institute's clients. In 2014, the website received 44,024 visitors. This figure is slightly lower compared to 2013 with 50,117 visitors. However, the number of visitors increased each month and was at a similar percentage except for January and February. Chart 3 shows the percentage of visitors to the website according to month in 2014.



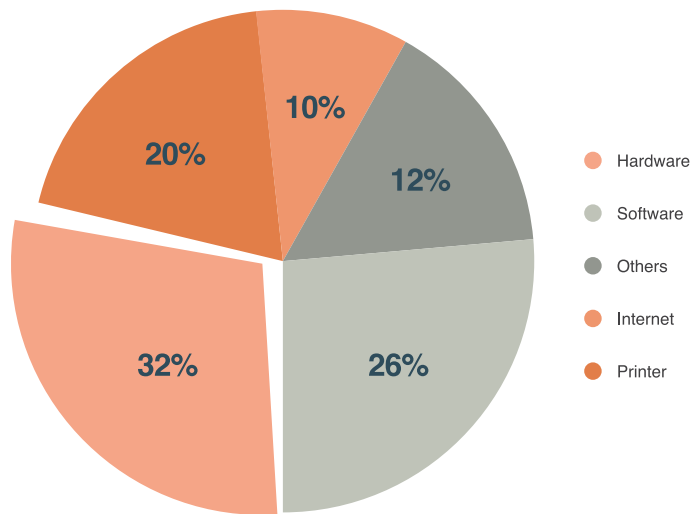


*Chart 3: Percentage of Visitors to IDFR's Website Each Month in 2014*

In order to make information seeking easier and faster, the website is divided into several categories; for the public, course participants and IDFR staff. The information displayed is more detailed and specifically focused for the respective category.

The website is updated from time to time by the focal officer appointed from each division. The information provided are based on specific categories including banner, news about activities/programmes, the Institute's client charter, its publications, and announcements on tender, job vacancy and other information to be disseminated.

To provide full support in ICT services, the ICT Help Desk Service was established. It has its own Standard Operating Procedure in overcoming technical difficulties which includes time taken for support and scheduled maintenance. The action should be taken promptly, which is within the first 30 minutes after a complaint has been received. 302 complaints were recorded in 2014 and from the data, 98 complaints were on hardware, followed by 79, 61, 29 and 35 on software, printers, internet and others respectively. Chart 4 depicts the percentage of complaints in 2014.



*Chart 4: Percentages of Monthly Complaints in 2014*

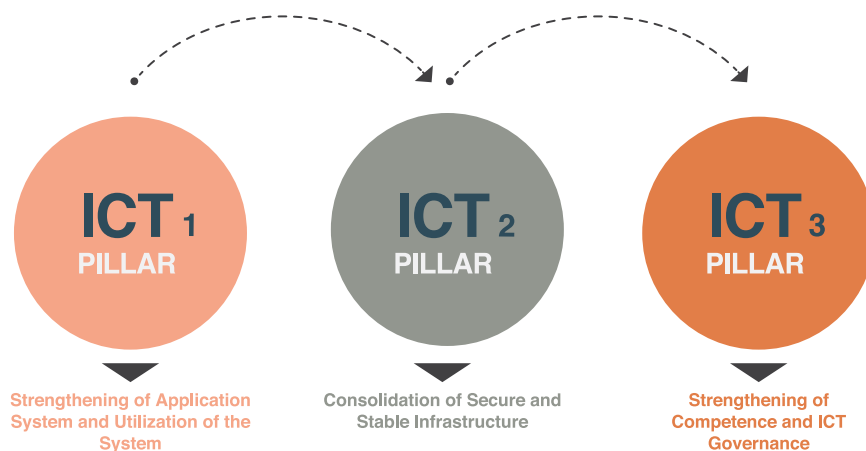
In May 2014, the Video Conferencing (VC) service was introduced at IDFR. From May to December , 25 VC sessions were recorded. Among the meetings covered under this facility were the Undersecretary Meeting and the ICT Steering Committee Meeting between the Ministry of Foreign Affairs, IDFR, and SEARCCT.

Other activities organised by the ICT Section are the Intermediate Level Desktop Mac Pro Training on 4 and 5 February; the installation of Malaysian Government Managed Security Services (MyGSOC) devices which was completed on 28 March; the upgrading of IDFR's Repository System which took effect in June with a storage capacity of up to 4TB compared to the previous 500GB; and the implementation of Internet Protocol Version 6 (IPv6) which took effect on 27 September.



*The ICT Team implementing the IPv6 configuration work at the Data Centre*

The ICT Strategic Plan (ISP) for IDFR (2013-2015) is a document which includes the overall ICT strategic planning to ensure all ICT management affairs are parallel with the Civil Service ISP. This plan is executed on a three-year term based on the three identified pillars below. Seven strategies and 24 ICT programmes have been developed to strengthen ICT services in IDFR. As of 31 December 2014, 16 programmes were undertaken and the remaining is planned to be carried out in 2015.









## Training Programmes in 2014

Programme	Course	Dates	No. of Participants
Training	<i>Workshop on Public Diplomacy and Media Skills</i>	20-23 January	13
	<i>Diploma in Diplomacy (DiD)</i>	3 February-5 September	32
	<i>Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM) 1/2014</i>	10-21 February	27
	<i>MTCP: Diplomatic Training Course for International Participants 1/2014</i>	3-21 March	29
	<i>Workshop on Introduction to Public International Law</i>	24-27 March	16
	<i>Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM) 2/2014</i>	7-11 April	18
	<i>Intermediate Speechwriting Course</i>	16-18 April	9
	<i>Advanced Speechwriting Course</i>	28-30 April	7
	<i>Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM) 3/2014</i>	19-30 May	72
	<i>Orientation Course for Secretaries and Executive Officers</i>	19-30 May	16
	<i>MTCP: English Language Course for Diplomacy 1/2014</i>	19-30 May	23
	<i>ASEAN-China Young Diplomats Training Course</i>	19-30 May	23
	<i>MTCP: Crisis Management for International Participants</i>	2-20 June	16
	<i>Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM) 4/2014</i>	11-22 August	47
	<i>MTCP: Executive Workshop on Diplomacy and Security for Senior Government Officials 2014</i>	25-29 August	9
	<i>Diplomacy and International Relations Module for Diploma in Public Management (DPA)</i>	6-10 April 13-17 April 24-28 August 27-29 August 31 August -4 September	708

Programme	Course	Dates	No. of Participants
Training	<i>MTCP: Strategic Analysis Course for International Participants 2014</i>	8-22 September	16
	<i>Training of Trainers: Introduction to Training Skills</i>	17-19 September	4
	<i>Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM) 5/2014</i>	13-17 October	50
	<i>Workshop on Etiquette, Protocol and Event Management for Ministry of Youth and Sports</i>	27-28 October	31
	<i>MTCP: English Language Course for Diplomacy 2/2014</i>	27 October-7 November	27
	<i>Pre-Posting Orientation Course for Home-Based Staff and Spouses under Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM) 6/2014</i>	3-14 November	53
	<i>MTCP: Diplomatic Training Course for International Participants 2/2014</i>	3-21 November	21
	<i>Workshop on Etiquette, Protocol and Event Management for Forestry Department Peninsular Malaysia</i>	18-20 November	22
	<i>Workshop on International Negotiations for Mid and Senior Level Officers</i>	2-4 December	18
	<i>ASEAN 2015 Workshop for Liaison Officers Series 1</i>	2-4 December	18
	<i>Workshop on International Negotiations for Junior Officers of the Ministry of Foreign Affairs</i>	5 December	30
	<i>MTCP: Diplomatic Training Course for Senior Officials from the Government of Timor-Leste</i>	10-16 December	14
	<i>Intensive Global Malaysian Youth Ambassadors Programme (GYMA) with UiTM Student Leaders</i>	13 December	48
	<i>Young Diplomats Programme 2014</i>	15-19 December	20
Total Number of Participants			1428

# Summary of Training Programmes 2014

	International Speaker	Details of Speakers
1	Courses Published in IDFR’s Prospectus	19
2	Courses for Ministry of Foreign Affairs (Not Published in the Prospectus)	7
3	Courses by Request from Other Government/Ministry/Agency/Department	12
	Total	38

# Summary of Course Participants 2014

	Details	No. of Participants	
1	International Participants		182
2	Local Participants		1246
	- Ministry of Foreign Affairs, Malaysia	123	
	- IDFR	14	
	- Other Ministries/Agencies/Organisations	1109	
	Total		1,428



Summary of Course Participants 2014

- Local Participants
- International Participants

## International Participants by Country

No	Country	Total
1	Afghanistan	1
2	Albania	2
3	Azerbaijan	3
4	Bangladesh	1
5	Bhutan	2
6	Bosnia Herzegovina	2
7	Burkina Faso	2
8	Burundi	2
9	Brunei	4
10	Cambodia	11
11	Cape Verde	2
12	Chile	1
13	China	3
14	Comoros	1
15	Congo	2
16	Cote D'ivoire	1
17	Cuba	2
18	Dominican Republic	1
19	Egypt	2
20	Ecuador	2
21	Fiji	3
22	Gambia	1
23	Georgia	2
24	Ghana	1
25	Guinea	1
26	Iran	1
27	Jordan	2
28	Kenya	6
29	Kiribati	1

No	Country	Total
30	Kyrgyzstan	1
31	Lao PDR	13
32	Lesotho	1
33	Libya	1
34	Malaysia	9
35	Maldives	3
36	Mali	2
37	Mauritania	1
38	Mauritius	2
39	Mexico	2
40	Morocco	5
41	Myanmar	5
42	Namibia	1
43	Nauru	1
44	Nepal	2
45	Oman	3
46	Pakistan	5
47	Papua New Guinea	1
48	Philippines	5
49	Singapore	1
50	Solomon Islands	1
51	Senegal	1
52	Seychelles	2
53	Sri Lanka	2
54	Sudan	1
55	Suriname	1
56	Thailand	1
57	Timor-Leste	15
58	Togo	2
59	Tonga	1
60	Trinidad & Tobago	1
61	Turkey	1



No	Country	Total
62	Uganda	1
63	Uzbekistan	3
64	Vanuatu	1
65	Vietnam	10
66	Yemen	2
67	Zanzibar	3
68	Zimbabwe	4
TOTAL		182

## Local Participants by Ministry/Agency/ Department/Organisation

No	Ministry/Agency/Department/Organisation	Total
1	Department of Chemistry	1
2	Department of Standards	2
3	Dewan Bahasa dan Pustaka	3
4	Fire and Rescue Department	1
5	Forestry Department Peninsular Malaysia	22
6	Human Rights Commission of Malaysia	1
7	Immigration Department	22
8	Institute of Diplomacy and Foreign Relations	14
9	Malaysian Investment Development Authority	13
10	Jabatan Kemajuan Islam Malaysia	2
11	Department of Land Transport	2
12	Johor Student Leaders Council	20
13	Lembaga Tabung Haji	1
14	Majlis Agama Islam Wilayah Persekutuan	1
15	Majlis Amanah Rakyat	4
16	Malaysia External Trade Development Corporation	8
17	Malaysia Timber Industry Board	2
18	Malaysian Maritime Enforcement Agency	6
19	Ministry of Agriculture and Agro-Based Industry	11
20	Ministry of Communications and Multimedia	2
21	Ministry of Defence	55
22	Ministry of Education	14
23	Ministry of Foreign Affairs	123
24	Ministry of Home Affairs	2
25	Ministry of Human Resources	7
26	Ministry of International Trade and Industry	12
27	Ministry of Youth and Sports	31
28	National Anti-Drugs Agency	2
29	National Institute of Public Administration	708

No	Ministry/Agency/Department/Organisation	Total
30	Malaysian Nuclear Agency	2
31	Prime Minister's Department	45
32	Public Service Department	13
33	Royal Malaysian Customs Department	2
34	National Palace	2
35	Royal Malaysia Police	8
36	Tourism Malaysia	31
37	University of Malaya	1
38	MARA University of Technology	48
39	Yayasan Islam Kedah	2
	<b>TOTAL</b>	<b>1246</b>

## Language Programmes in 2014

Programme	Course	Dates	No. of Participants
English	<i>Say it Right 1/2014</i>	24-26 February	20
	<i>Building Blocks of Good English 1/2014</i>	10-14 March	12
	<i>Effective Public Speaking 1/2014 for Legal Officers of The Judicial and Legal Training Institute (ILKAP)</i>	7-15 April	34
	<i>Say it Right 2/2014</i>	19-21 May	29
	<i>Effective Public Speaking 2/2014 for Legal Officers of The Judicial and Legal Training Institute (ILKAP)</i>	16-24 June	74
	<i>Effective Writing Skills 1/2014</i>	17-20 June	18
	<i>Effective Public Speaking and Presentation Skills for Officers of the General Health Institute</i>	24-26 June	40
	<i>English Communication Course for Officers of the Public Service Commission</i>	8-9 July	30
	<i>Effective Presentation Skills 2/2014</i>	26-29 August	16
	<i>Building Blocks of Good English 2/2014</i>	22-26 September	20
	<i>Effective Writing Skills 2/2014</i>	4-7 November	12
	<i>In-House English Language Course for IDFR Staff</i>	15 November	24
	<i>English Language Workshop on Report Writing for SEARCCT</i>	18 December	20
Arabic	<i>Arabic for Diplomatic Purposes 1/2014</i>	3 February-5 May	4
	<i>Arabic Level I</i>	3 February-26 June	12
	<i>Arabic Level VI</i>	4 February-26 June	17
	<i>Arabic Level XI</i>	7 February-26 December	6
	<i>Special Arabic Course for Ministry of Foreign Affairs' Officers</i>	8 March-24 May	8
	<i>Arabic Level II</i>	4 August-31 December	12
	<i>Arabic Level VII</i>	5 August-30 December	15
	<i>Arabic for Diplomatic Purposes 2/2014</i>	2 June-5 September	4
French	<i>French Level IX</i>	11 October 2013-30 May	5
	<i>French Level IV</i>	15 January-16 April	8
	<i>French Level VI</i>	16 January-17 April	8
	<i>French for Diplomatic Purposes 1/2014</i>	3 February-5 May	4

Programme	Course	Dates	No. of Participants
French	<i>Special French Course for Ministry of Foreign Affairs' Officers</i>	8 March-24 May	14
	<i>French Level V</i>	5 May-3 September	6
	<i>French Level VII</i>	6 May-4 September	5
	<i>French for Diplomatic Purposes 2/2014</i>	2 June-5 September	4
	<i>French Level I</i>	8 September-11 December	29
	<i>French Level VIII (Part I)</i>	9 September-16 December	6
	<i>French Level VI (Part I)</i>	11 September-19 December	9
Spanish	<i>Spanish Level VI</i>	6 January-2 June	4
	<i>Intensive Spanish Language Training for Malaysia Tourism Promotion Board</i>	20-30 January	18
	<i>Spanish for Diplomatic Purposes 1/2014</i>	3 February-5 May	4
	<i>Spanish Level IV</i>	4 February-15 April	2
	<i>Spanish Level I</i>	5 February-16 April	4
	<i>Special Spanish Course for Ministry of Foreign Affairs' Officers</i>	8 March-3 May	12
	<i>Spanish Level V</i>	6 May-26 August	2
	<i>Spanish Level II</i>	7 May-27 August	4
	<i>Spanish for Diplomatic Purposes 2/2014</i>	2 June-5 September	4
	<i>Spanish Level VII</i>	16 June-15 December	4
	<i>Spanish Level III</i>	17 September-26 November	5
Mandarin	<i>Mandarin for Diplomatic Purposes 1/2014</i>	3 February-5 May	4
	<i>Mandarin for Diplomatic Purposes 2/2014</i>	2 June-5 September	4
Malay	<i>Conversational Malay Course 1/2014</i>	4 March-15 May	23
	<i>Conversational Malay Course 2/2014</i>	2 September-18 November	15



## Summary of Course Participants by Ministries/Agencies

### English

No	Agencies/Ministries	No. of Participants
1	Ministry of Domestic Trade, Co-operatives and Consumerism	6
2	National Sports Institute	20
3	Shah Alam National Botanical Garden (Ministry of Agriculture & Agro-Based Industry Malaysia)	1
4	Royal Malaysia Police	1
5	Ministry of Foreign Affairs	7
6	Ministry of Defence	2
7	Federal Department of Town and Country Planning Peninsular Malaysia	16
8	Malaysian National News Agency	18
9	Department of Standards Malaysia	8
10	Ministry of Rural and Regional Development	3
11	Malaysian Police Training Centre	1
12	Prime Minister's Department	3
13	Ministry of Home Affairs	2
14	Ministry of Education	16
15	Ministry of National Resources and Environment	3
16	National Population and Family Development Board	4
17	Malaysian Anti-Corruption Commission	1
18	Ministry of Urban Wellbeing, Housing and Local Government	4
19	Department of Social Welfare	1
20	National Visual Arts Development Board	2
21	Urban Transportation Department Kuala Lumpur City Hall	1
22	Malaysian Maritime Enforcement Agency	1
23	Ministry of International Trade and Industry	3
24	Fire and Rescue Department	1
25	Federal Land Development Authority	2
26	Public Services Commission	30
27	Institute of Diplomacy and Foreign Relations	24

No	Agencies/Ministries	No. of Participants
28	Judicial and Legal Training Institute (ILKAP)	108
29	National Institute of Health	40
30	Southeast Asia Regional Centre for Counter Terrorism	20

### Arabic

No	Agencies/Ministries	No. of Participants
1	Malaysian Investment Development Authority	4
2	Ministry of Foreign Affairs	16
3	Prime Minister's Department	5
4	Department of Social Welfare	5
5	Ministry of Education	15
6	Pensioners	7
7	Royal Malaysia Police	4
8	Ministry of Health	5
9	Kuala Lumpur City Hall	5
10	Dewan Bahasa dan Pustaka	5
11	Department of Irrigation & Drainage	2
12	Institute for Health System Research	2
13	Malaysian Administrative Modernisation and Management Planning Unit	2
14	Embassy of the Republic of Korea	1

### French

No	Agencies/Ministries	No. of Participants
1	Public Service Department of Malaysia	4
2	Ministry of Education	15
3	Malaysian National News Agency	5
4	Bank Negara Malaysia	2
5	United Nations High Commissioner for Refugees	4
6	Accountant General's Department of Malaysia	2
7	Royal Malaysia Police	6
8	Department of Museum Malaysia	2
9	Department of Civil Aviation Malaysia	4
10	Ministry of Defence	3

No	Agencies/Ministries	No. of Participants
11.	Ministry of International Trade And Industry	4
12.	Tourism Malaysia	3
13.	Pensioners	4
14.	Ministry of Foreign Affairs	22
15.	Ministry of Science, Technology and Innovation	2
16.	Road Transport Department Malaysia	2
17.	Malaysian Anti-Corruption Commission	2
18.	Tv Al-Hijrah	1
19.	Malaysian Public Works Department	2
20.	Malaysian Department of Insolvency	2
21.	National Art Gallery	2
22.	Ministry of Health	2
23.	Ministry of Domestic Trade, Co-operatives and Consumerism	2
24.	MSG	1

### Spanish

No	Agencies/Ministries	No. of Participants
1	Forestry Department	3
2	National Institute of Public Administration	6
3	Marine Department Malaysia	1
4	Ministry of Domestic Trade, Co-operatives and Consumerism	4
5	Road Transport Department Malaysia	2
6	Ministry of Education	2
7	Ministry of Foreign Affairs	20
8	Embassy of the Republic of Korea	1
9	Embassy of Ecuador	1
10	Embassy of Argentina	1
11	Institute of Diplomacy and Foreign Relations	4
12	Malaysia Tourism Promotion Board	18

### Mandarin

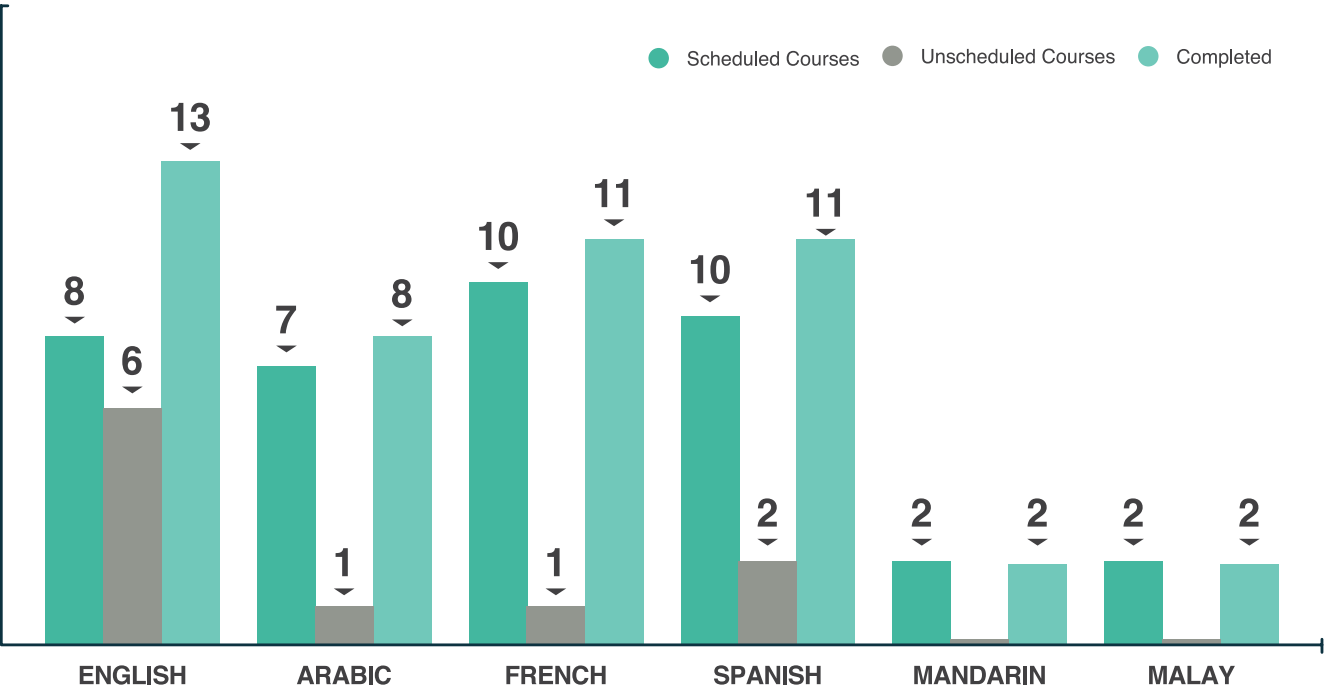
No	Agencies/Ministries	No. of Participants
1	Ministry of Foreign Affairs	8

## Conversational Malay

No	Embassies	No. of Participants
1	Embassy of the Czech Republic	3
2	Embassy of the Republic of Venezuela	2
3	Embassy of the Islamic Republic of Iran	6
4	High Commission of Kenya	2
5	Embassy of Romania	1
6	Austrian Embassy	2
7	High Commission of Pakistan	3
8	Embassy of the Oriental Republic of Uruguay	3
9	Embassy of the Republic of Algeria	1
10	Australian High Commission	6
11	French Embassy	1
12	Embassy of Argentina	2
13	Embassy of the People's Republic of China	5
14	Embassy of Italy	1

Summary of Scheduled and Unscheduled Language Courses for 2014

Language		Scheduled Courses	Unscheduled Courses	Completed
1	English	8	6	13
2	Arabic	7	1	8
3	French	10	1	11
4	Spanish	9	2	11
5	Mandarin	2	-	2
6	Malay	2	-	2
			Total	47









Institute of Diplomacy and Foreign Relations  
Ministry of Foreign Affairs, Malaysia

---

Jalan Wisma Putra, 50460 Kuala Lumpur, Malaysia Tel : 603 - 2149 1000 Fax : 603 - 2144 5640 Email : [info@idfr.gov.my](mailto:info@idfr.gov.my)