



LAPORAN TAHUNAN
IDFR 2009
ANNUAL REPORT

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Institut Diplomasi dan Hubungan Luar Negeri (IDFR)
Kementerian Luar Negeri
Kuala Lumpur, Malaysia
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PERUTUSAN DARIPADA KETUA SETIAUSAHA, KEMENTERIAN LUAR NEGERI, MALAYSIA

Saya ingin mengucapkan tahniah kepada IDFR kerana telah berjaya melaksanakan kesemua kursus yang telah dirancang untuk tahun 2009. Saya amat gembira kerana IDFR telah berjaya mengekalkan kualiti kursus latihannya dan juga memastikan Institut ini kekal relevan. Dunia yang dinamik dan sentiasa berubah menuntut prestasi yang terbaik daripada kor diplomat profesional dan pegawai perkhidmatan awam Malaysia yang berkhidmat di dalam dan luar negara. Latihan dan perkembangan kemahiran yang diberi oleh IDFR kekal memberi nilai yang tinggi kepada mereka.

Kursus-kursus latihan anjuran IDFR sememangnya telah memberi manfaat kepada pelbagai pihak. Kursus-kursus tersebut bukan sahaja ditawarkan kepada para diplomat dan pegawai Kerajaan Malaysia tetapi juga kepada mereka dari negara-negara membangun di bawah Program Kerjasama Teknikal Malaysia (PKTM). IDFR telah dapat melengkapkan para diplomat dan pegawai tersebut dengan pengetahuan dan kemahiran dalam bidang diplomasi dan hubungan antarabangsa di samping membantu mengasah kemahiran profesional mereka dalam bidang-bidang tertentu seperti komunikasi silang budaya, diplomasi awam dan bidang lain yang berkaitan. Saya juga gembira IDFR turut memberi penekanan yang sama kepada

latihan untuk pegawai dan kakitangannya bagi mempertingkatkan penyampaian perkhidmatannya.

Saya berasa suacita mengetahui IDFR telah meluaskan skop aktivitinya dan menambah jumlah kursus yang ditawarkan. Program Pengajian Serantau yang mula diperkenalkan pada tahun 2008 dan memfokus kepada rantau Afrika, telah diikuti dengan satu seminar mengenai negara China pada bulan Ogos 2009. Ianya telah dianjurkan sempena ulangtahun ke-35 hubungan diplomatik di antara Malaysia dengan China. Seminar tersebut telah mendapat sambutan baik daripada Ketua-ketua Perwakilan Asing di Kuala Lumpur, bekas Duta-duta Besar Malaysia ke China, ahli-ahli akademik, pegawai-pegawai kerajaan dan eksekutif-eksekutif dari syarikat-syarikat berkaitan kerajaan.

Saya amat suacita mengetahui IDFR telah menawarkan modul bahasa Mandarin buat pertama kalinya bagi Kursus Latihan Diplomatik untuk Pegawai PTD pada tahun 2009. Ini merupakan satu langkah yang baik. Sebelum ini, IDFR hanya menawarkan bahasa Arab, Perancis dan Sepanyol kepada peserta kursus. Saya ingin menggalakkan semua pegawai dan kakitangan Kementerian Luar Negeri dan kementerian serta agensi kerajaan yang

lain untuk mengambil peluang mengikuti kelas bahasa asing yang dianjurkan oleh IDFR pada sebelah petang.

Saya juga berasa gembira dengan inisiatif yang telah diambil oleh IDFR untuk menaikkan taraf Kursus Latihan Diplomatik untuk Pegawai PTD kepada sebuah program Diploma. Mulai tahun 2010, peserta kursus ini akan dianugerahkan Diploma dalam Diplomasi. Ini merupakan satu perkembangan yang dialu-alukan dan akan meningkatkan lagi reputasi Institut ini.

Ceramah umum dan perbincangan mejabulat tentang hubungan antarabangsa juga merupakan sebahagian dari aktiviti latihan IDFR. Melalui acara-acara sebegini, IDFR terus memainkan peranan penting dalam mewujudkan kesedaran dan pemahaman tentang hubungan antarabangsa. Jumlah peserta yang menyertai ceramah umum dan perbincangan mejabulat yang dianjurkan oleh IDFR, yang mencapai lebih 1000 orang, menzahirkan prestij IDFR sebagai sebuah institut latihan diplomatik yang mampu menganjurkan program-program yang menarik minat para pengamal bidang diplomasi dan hubungan antarabangsa.

IDFR juga telah meneruskan usahanya dalam menjalankan hubungan dengan institut-institut diplomatik dan organisasi-organisasi serta agensi-agensi lain yang relevan. Penglibatannya dalam mesyuarat tahunan 'Deans and Directors of Diplomatic Academies and Institutes of

International Relations', dan 'Deans and Directors of Diplomatic Training Institutes of ASEAN Plus 3' akan menyumbang kepada mempertingkatkan reputasinya sebagai pusat kecemerlangan dalam bidang latihan diplomatik di rantau Asia. Kerjasama IDFR dengan International Peace Foundation (IPF) – sebuah yayasan bukan politik dan bukan keagamaan yang berpusat di Vienna, Austria, di bawah naungan bersama 21 Nobel Peace Prize Laureates – di mana IDFR dan IPF telah menganjurkan satu sesi dialog yang bertajuk 'Building a Culture of Peace and Development in a Globalised World' pada bulan April 2009 dengan Reverend Jesse Jackson, Sr. sebagai penyampai ucaptama, merupakan satu usaha yang patut dipuji. Sesi dialog tersebut telah mendapat sambutan yang baik. Saya percaya ini akan membuka jalan untuk lebih banyak kerjasama dengan organisasi serta agensi antarabangsa lain yang relevan dalam usaha untuk mempromosikan imej dan prestij IDFR.

Saya ingin mengucapkan syabas kepada IDFR atas penerbitan buku yang bertajuk *Malaysia's Territorial Disputes: Two Cases at the ICJ* dan Siri Profil Diplomatik dua bekas Menteri Luar Negeri, iaitu Tun Abdullah Ahmad Badawi dan Tun Dr. Ismail Abdul Rahman. Saya berharap lebih banyak penerbitan seperti ini akan diusahakan bagi merekodkan sumbangan personaliti-personaliti unggul masa lampau dalam sejarah negara kita.

Saya ingin merakamkan setinggi penghargaan kepada Tan Sri Hasmy Agam, Pengerusi Eksekutif

IDFR, serta pegawai dan kakitangan IDFR atas komitmen, dedikasi dan profesionalisme mereka, dan mengucapkan tahniah kepada IDFR di atas semua kejayaan yang dicapai.

Terima kasih.

*"1 Malaysia: Rakyat Didahulukan,
Pencapaian Diutamakan"*

TAN SRI RASTAM MOHD. ISA





KATA PENGANTAR OLEH PENGERUSI EKSEKUTIF IDFR

Pada 10 April 2009, IDFR amat berbesar hati menyambut kehadiran Menteri Luar Negeri yang baru, Dato' Sri Anifah Aman. Lawatan ini turut disertai oleh dua orang Timbalan beliau yang juga baru dilantik, bagi mendengar taklimat tentang program-program dan aktiviti-aktiviti di IDFR.

IDFR telah berjaya menganjur kesemua program dan aktiviti latihan yang telah dirancang pada tahun 2009. Ini adalah hasil daripada komitmen dan usaha gigih warga IDFR termasuklah sokongan berterusan pihak Kementerian Luar Negeri, agensi-agensi dan institusi-institusi lain serta para pensyarah undangan.

Sejumlah 48 kursus telah dianjurkan sepanjang tahun 2009. Sebagai cabang latihan di bawah Kementerian Luar Negeri, peranan utama IDFR adalah untuk melatih para diplomat dan pegawai Kerajaan dalam bidang diplomasi dan hubungan antarabangsa. Selaras dengan itu, IDFR telah menganjurkan kursus-kursus bagi memenuhi kehendak Kementerian. Atas permintaan Menteri Luar Negeri, satu kursus khas telah diadakan bagi mempertingkatkan pengetahuan dan kemahiran profesional para peserta terutamanya dalam bidang diplomasi awam dan kemahiran media, diplomasi persidangan, etiket makan beradab dan

sebagainya. Dua puluh lima peserta daripada Kementerian menghadiri kursus yang berlangsung selama satu hari itu. Menteri Luar Negeri bukan sahaja merasmikan kursus tersebut malah turut serta dalam beberapa sesi kursus bersama dua orang Timbalan Menterinya. Kami sangat berterima kasih di atas sokongan padu yang diberikan oleh Menteri Luar Negeri kepada IDFR di mana ianya jelas memperlihatkan pengiktirafannya terhadap kepentingan mempunyai ilmu pengetahuan, kepakaran dan kemahiran dalam kerjaya yang memerlukan pengetahuan untuk mengikuti perkembangan persekitaran antarabangsa yang dinamik lagi pesat berubah pada masa kini.

IDFR turut menganjurkan pelbagai kursus latihan untuk kementerian-kementerian dan agensi-agensi Kerajaan Malaysia yang lain serta kursus untuk para pegawai daripada negara-negara membangun di bawah tajaan Program Kerjasama Teknikal Malaysia (PKTM), dan berterusan menerima permintaan daripada kerajaan-kerajaan lain. IDFR berusaha memenuhi dengan menggunakan sumber-sumber yang sedia ada.

Selain daripada menganjurkan kursus-kursus latihan, IDFR turut menganjurkan ceramah-ceramah umum, seminar-seminar dan perbincangan-

perbincangan mejabulat yang memfokuskan kepada isu-isu dasar luar negeri dan hubungan antarabangsa. Dalam bulan April, IDFR dengan kerjasama International Peace Foundation (IPF) yang berpusat di Vienna, telah menganjurkan ceramah umum oleh Reverend Jesse Louis Jackson, Sr., salah seorang pejuang hak asasi dan ketua politik terkenal di Amerika Syarikat. Beliau telah menyampaikan ceramah yang bertajuk ‘Building a Culture of Peace and Development in a Globalised World’. Pada bulan Ogos, Tun Musa Hitam, bekas Timbalan Perdana Menteri Malaysia dan Pengerusi Bersama Majlis Perniagaan Malaysia-China, telah menyampaikan ucaptama yang bertempat di Auditorium IDFR, sewaktu penganjuran bengkel bagi memperingati 35 tahun hubungan diplomatik antara Malaysia dan China. Dalam bulan yang sama juga, dengan kerjasama Tan Sri Dr. Munir Majid, *Visiting Senior Fellow*, Program Asia Tenggara LSE IDEAS, IDFR telah menganjurkan satu ceramah umum oleh Pengarah Bersama LSE IDEAS, Dr. Arne Westad bertajuk ‘China and Southeast Asia’. Antara tetamu yang hadir adalah bekas Perdana Menteri, Tun Abdullah Ahmad Badawi. Pada bulan September pula, Menteri Luar Negeri telah berucap dalam satu majlis pelancaran buku oleh Martin Jacques yang berjudul *When China Rules the World* anjuran IDFR dan LSE IDEAS. Acara tersebut telah dipengerusikan oleh Tan Sri Dr. Munir Majid yang juga merupakan Felo Kehormat IDFR.

Dalam usaha untuk mewujudkan jaringan-jaringan strategik, mengukuhkan hubungan serta belajar dan mencontohi amalan terbaik daripada akademik akademi diplomatik yang lain, IDFR telah menyertai mesyuarat ke-37 ‘Deans and Directors of Diplomatic Academies and Institutes of International Relations’ di Vienna, Austria. IDFR juga turut menghadiri mesyuarat tahunan ke-6

‘Deans and Directors of Diplomatic Training Institutes of ASEAN Plus 3’ di Seoul, Korea.

Dalam program penyelidikan dan penerbitan pula, tiga bahan bacaan baru telah diterbitkan dan telah menambahkan lagi senarai bahan bacaan terbitan IDFR dalam tahun 2009. Bahan terbitan pertama adalah buku dwibahasa berkenaan dua kes yang dibawa oleh Malaysia untuk dikemukakan kepada Mahkamah Keadilan Antarabangsa yang berjudul *Malaysia’s Territorial Disputes-Two Cases at the ICJ*. Dua lagi terbitan adalah lanjutan kepada siri Profil Diplomatik yang memfokuskan kepada bekas Menteri-menteri Luar Negeri sebagai penghargaan atas pencapaian dan perkhidmatan mereka kepada negara. Profil-profil tersebut adalah tentang Tun Abdullah Ahmad Badawi dan Tun Dr. Ismail Abdul Rahman, yang kedua-duanya pernah menyandang jawatan tersebut.

IDFR telah melaksanakan satu projek perintis terhadap Petunjuk Prestasi Utama (KPI) bagi memantau kualiti kursus-kursus yang dianjurkan dan aktiviti-aktiviti yang berkaitan. Ianya telah diperingkat dan diperkemaskin supaya selaras dengan KPI Kementerian, berikutan inisiatif Perdana Menteri mewujudkan KPI dan KRA untuk perkhidmatan awam.

Program Sarjana dalam bidang Strategi dan Diplomasi anjuran bersama Universiti Kebangsaan Malaysia (UKM) telah menjangkau tahun ke-11 pelaksanaannya dan telah menghasilkan seramai 160 alumni. IDFR juga bekerjasama dalam program Mejabulat bersama Institut Kajian Oksidental (IKON), UKM dan akan berterusan meneroka kerjasama-kerjasama lain dengan universiti-universiti serta institusi-institusi latihan dan penyelidikan di dalam maupun di luar negara.

IDFR meneruskan pertaliannya bersama Fulbright dan telah menerima seorang lagi sarjana Fulbright iaitu Encik Brian Neall Hoffman dari Universiti Louisville, Kentucky, Amerika Syarikat. Beliau akan menjalankan penyelidikannya di IDFR sehingga bulan Jun 2010 berkaitan langkah-langkah membina keyakinan di Kepulauan Spratly.

Dalam tahun 2009 juga, IDFR telah meneruskan program latihan amalinya dengan menerima sembilan orang pelajar daripada Universiti Utara Malaysia (UUM) dan empat orang pelajar daripada Universiti Islam Antarabangsa Malaysia (UIAM). Mereka ditempatkan di pelbagai bahagian di IDFR sebagai memenuhi keperluan akademik mereka.

Saya amat gembira IDFR telah berjaya melaksanakan misinya dalam tahun 2009 hasil daripada dedikasi dan komitmen yang tinggi para pegawai dan kakitangannya. Saya yakin dengan sokongan dan dedikasi daripada semua pihak yang terlibat, Institut ini akan mencapai kemajuan dan dapat melaksanakan kesemua matlamat serta objektifnya.

Pada awal bulan November 2009, kami telah dikejutkan dengan berita sedih tentang pemergian rakan sekerja, Dr. Chandran Jeshurun, Pengarah Bahagian Pengajian Akademik, Penyelidikan dan Penerbitan. Saya ingin mengambil kesempatan ini untuk merakamkan penghargaan terhadap mendiang Dr. Chandran Jeshurun, yang telah memberi sumbangan besar dalam memperkuuhkan program penyelidikan dan penerbitan, serta mengatur beberapa perbincangan mejablat yang menarik minat ramai, termasuklah dua program dengan kerjasama LSE yang telah dinyatakan sebelum ini.

Akhir kata, saya ingin merakamkan setinggi terima kasih dan penghargaan kepada Tan Sri Rastam Mohd. Isa, Ketua Setiausaha, Kementerian Luar Negeri di atas minat dan sokongan berterusan beliau kepada IDFR serta semua program dan aktiviti yang dijalankan.

TAN SRI HASMY AGAM

An aerial photograph of the Institut Diplomasi dan Hubungan Luar Negeri (IDHR) campus. The campus is a large, modern complex situated in a lush, green, hilly area. It features several buildings with different architectural styles and colors, including a prominent building with a red-tiled roof and a large, light-colored building with a grey roof. There are also several sports fields, including a soccer field and tennis courts, surrounded by trees and greenery. The overall impression is one of a well-maintained and modern educational institution.

INSTITUT DIPLOMASI DAN HUBUNGAN LUAR NEGERI (IDFR)

INSTITUT DIPLOMASI DAN HUBUNGAN LUAR NEGERI (IDFR)

Institut Diplomasi dan Hubungan Luar Negeri (IDFR) telah ditubuhkan pada 1 Julai 1991 di bawah Jabatan Perdana Menteri berikutan keputusan Kabinet pada 6 Mac, tahun yg sama. IDFR telah dengan rasminya menjadi sebahagian daripada Kementerian Luar Negeri, Malaysia pada 27 Mac 2004. Pada 8 Januari 2009, kampus IDFR di Jalan Wisma Putra telah dilancarkan secara rasminya oleh bekas Perdana Menteri iaitu Tun Abdullah Ahmad Badawi.

IDFR menawarkan pelbagai kursus untuk para diplomat muda bagi melatih mereka supaya sentiasa bersedia untuk berdepan dengan cabaran dalam mempromosi dan mempertahankan dasar luar Malaysia. IDFR turut menganjurkan kursus latihan untuk para diplomat pertengahan kerjaya dan juga para diplomat kanan, termasuklah Duta Besar dan pasangan mereka. IDFR bukan sahaja melatih pegawai dari Wisma Putra, malah turut menawarkan latihan kepada pegawai dari kementerian dan agensi kerajaan yang lain. IDFR juga menyediakan kursus bahasa, yang merangkumi bahasa Arab, Inggeris, Malaysia, Mandarin, Perancis, dan Sepanyol. Kursus yang pelbagai ini dikendalikan oleh para profesor dari universiti tempatan dan luar negara, wakil-wakil daripada Badan-badan Bukan Kerajaan, Duta-duta Besar yang telah bersara dan yang masih lagi berkhidmat, tokoh-tokoh yang pakar dalam bidang masing-masing, serta para pegawai IDFR.

Program latihan IDFR turut ditawarkan kepada peserta dari negara membangun di bawah Program Kerjasama Teknikal Malaysia (PKTM), di samping dari ASEAN, negara anggota di dalam Rancangan Colombo dan juga negara Komanwel.

Peserta kursus dan pelatih IDFR mempunyai banyak peluang untuk mengambil bahagian di dalam bengkel, seminar, perbincangan mejabulat

dan ceramah umum yang dianjurkan di IDFR dan di beberapa lokasi di luar IDFR. Tun Musa Hitam dan Reverend Jesse Louis Jackson, Sr. adalah antara penceramah jemputan terkemuka yang telah menyampaikan ceramah dan ucaptama dalam tahun 2009.

Program Ijazah Sarjana Sains Sosial dalam bidang Strategi dan Diplomasi IDFR merupakan program anjuran bersama Universiti Kebangsaan Malaysia (UKM). Tahun 2009 merupakan tahun ke-11 pelaksanaannya dan merupakan program intensif selama 13 bulan. Para pelajar untuk sesi semasa adalah dari Afghanistan, Amerika Syarikat, Fiji, Guinea, Kanada, Malaysia, Maldives, Myanmar, Papua New Guinea dan Thailand.

IDFR juga menerima pelajar-pelajar tempatan dan luar negara di bawah program latihan amali. Sehingga kini, IDFR telah menerima pelatih dari Universiti Islam Antarabangsa Malaysia (UIAM), Universiti Kebangsaan Malaysia (UKM), Universiti Malaya (UM), Universiti Malaysia Sarawak (UNIMAS), Universiti Sains Malaysia (USM), Universiti Teknologi Malaysia (UTM), Universiti Teknologi MARA (UiTM) dan Universiti Utara Malaysia (UUM).

Visi

- Untuk menjadi tempat tumpuan serantau dan pusat kecemerlangan bagi latihan dan penyelidikan dalam bidang diplomasi dan pengajian antarabangsa

Misi

- Untuk membangunkan sebuah kumpulan pegawai diplomatik yang dapat mempromosi dan mempertahankan kepentingan negara bersesuaian dengan perkembangan diplomasi pada masa kini akibat perubahan global
- Untuk melengkapkan pegawai-pegawai dengan pengetahuan mendalam, kemahiran profesional dan sikap yang sesuai dalam mengendalikan hubungan luar negeri
- Untuk menyediakan para diplomat dan pegawai dari agensi dan kementerian lain (termasuk pasangan) tentang realiti bekerja di luar negara, dengan mengendalikan kursus-kursus yang bersesuaian

Bahagian di IDFR

- Bahagian Latihan
- Bahagian Bahasa
- Bahagian Pengajian Akademik, Penyelidikan dan Penerbitan
- Bahagian Khidmat Pengurusan dan Korporat

Kursus/Program di IDFR

IDFR menawarkan kursus/program latihan di bawah bidang kepakaran yang berikut:

- *Kursus Latihan Diplomatik*
untuk meningkatkan tahap profesionalisme pegawai perkhidmatan diplomatik
- *Program Orientasi*
untuk menyediakan pegawai perkhidmatan diplomatik untuk berkhidmat di luar negara

- *Program Pengajian Serantau*
untuk memberi pemahaman yang menyeluruh dan menyebarkan pengetahuan dan penghargaan yang lebih mengenai rantau berkaitan
- *Program Latihan Bahasa*
untuk menganjurkan kursus-kursus bahasa Arab, Inggeris, Malaysia, Mandarin, Perancis dan Sepanyol secara intensif dan tetap, serta latihan dalam penulisan ucapan dan bahasa Inggeris untuk diplomasi
- *Program Sarjana Sains Sosial (Strategi dan Diplomasi)*
untuk memberi satu pemahaman yang luas tentang hubungan antarabangsa dan dasar luar

Kemudahan di IDFR

Di antara kemudahan yang terdapat di IDFR ialah:

- Perpustakaan yang lengkap dan mempunyai sumber pembelajaran kendiri. Perpustakaan ini pernah memenangi anugerah 'Perpustakaan Cemerlang Perkhidmatan Awam' pada tahun 2006
- Auditorium yang boleh memuatkan seramai 250 orang dan dilengkapi dengan sistem PA dan lampu teater
- Dewan serbaguna yang boleh memuatkan sehingga 500 orang
- 60 buah bilik asrama bertaraf antarabangsa termasuk sepuluh bilik mewah
- Bilik latihan dan persidangan serta makmal bahasa yang lengkap
- Liputan rangkaian tanpa wayar di bilik mesyuarat, auditorium dan juga kafeteria
- Gimnasium, kolam renang, gelanggang tenis dan gelanggang skuasy untuk aktiviti rekreasi

Pembentangan

Semua program di IDFR dibiayai oleh kerajaan Malaysia.



PEGAWAI DAN KAKITANGAN IDFR

PEGAWAI DAN KAKITANGAN IDFR



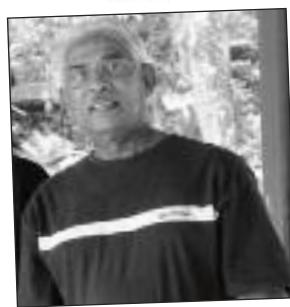
Tan Sri Hasmy Agam
Pengerusi Eksekutif



**Ambasador
Abdullah Faiz Zain**
Pengarah Kanan
(mulai 10 November 2009)



Dato' Rohana Ramli
Pengarah Kanan
(seingga 9 November 2009)



Dr. Chandran Jeshurun
Pengarah Bahagian Pengajian
Akademik, Penyelidikan dan
Penerbitan
(meninggal dunia pada
3 November 2009)



Vasudian a/l Narayanan
Pengarah Bahagian Latihan
(Memangku)



Rozanah Ibrahim
Pengarah Bahagian Bahasa



Gurdev Singh a/l Bhag Singh
Timbalan Pengarah Kanan
Bahagian Latihan
(seingga 30 April 2009)



Mohd. Haniff Abd. Rahman
Timbalan Pengarah Kanan
Bahagian Latihan
(seingga 10 November 2009)



Gloria Corina Anak Peter Tiwet
Timbalan Pengarah Kanan
Bahagian Latihan
(mulai 12 November 2009)



Satish Ranggayah
Timbalan Pengarah
Bahagian Latihan
(seingga 26 April 2009)



Noraini Awang Nong
Timbalan Pengarah
Bahagian Pengajian
Akademik, Penyelidikan dan
Penerbitan



Abdul Rahimi Ahmad Shamsuill
Timbalan Pengarah
Seksyen Pentadbiran, Kewangan
dan Sumber Manusia
(seingga 31 Disember 2009)



Nor Obaidah Abidin
Timbalan Pengarah
Seksyen Perpustakaan
(seingga 18 Januari 2009)



Kamariah Jaafar
Timbalan Pengarah
Seksyen Perpustakaan
(mulai 19 Januari 2009)



Zaiza Haji Ali
Timbalan Pengarah
Seksyen ICT



M. Georgina Ann Zachariah
Pegawai Khas kepada
Pengerusi Eksekutif



Alex Chee Wern Wye
Penolong Pengarah
Bahagian Latihan



Zarina Md. Yusuf
Penolong Pengarah
Bahagian Latihan



Edriely Ibrahim
Penolong Pengarah
Bahagian Latihan
(seingga 3 Mei 2009)



**Jaganathan a/l
Krishnasamy**
Penolong Pengarah
Bahagian Latihan
(mulai 29 Jun 2009)



Mohd. Shahafeez Shaharis

Penolong Pengarah
Bahagian Latihan



Azmah Mahmud

Penolong Pengarah
Bahagian Latihan



Wan Faizah Wan Yusoff

Pegawai Bahasa Inggeris



Joyce Abraham

Pegawai Bahasa Inggeris



Hassan Mohd. Ali@Mat Ali

Pegawai Bahasa Arab



**Agustin Gutierrez C.
Abdullah**

Pegawai Bahasa Sepanyol



Jeanette Daina

Pegawai Bahasa Perancis



Dzuita Mohamed

Penolong Pengarah
Bahagian Pengajian
Akademik, Penyelidikan
dan Penerbitan



Ghazali Shafie

Akauntan



Farashima Aini Mohd. Ali

Penolong Pengarah
Seksyen Perhubungan Awam
Seksyen Perpustakaan



Zaidi Abdul Rahman

Penolong Pengarah
Seksyen Perpustakaan



Roziyana Che Othman

Pegawai Teknologi Maklumat



Badriyah Johari
Pegawai Teknologi Maklumat



Shasriman Aziz
Penolong Pegawai Teknologi
Maklumat



Izura Ismail
Penolong Pegawai Teknologi
Maklumat



Siti Najmah Zakaria
Penolong Pegawai Tadbir



Teoh Soo Kiang
Pengurus Asrama
(seingga 1 Jun 2009)



Mohd. Alif Noor Ismail
Penolong Pengurus Asrama
(seingga 6 November 2009)



Nor Akma Musa
Penolong Akauntan
(seingga 31 Mei 2009)



Suriya Zanariya Zakaria
Penolong Akauntan
(mulai 1 Jun 2009)



Sarinah Bonot
Penolong Pegawai
Perpustakaan



Mohd. Noor Ahmad Jusoh
Pembantu Akaun Kanan



Mat Basir Jaafar
Pembantu Akaun Kanan



Siti Noor'aini Hassan
Pembantu Khas kepada
Pengerusi Eksekutif
(seingga 12 Julai 2009)



Hetty Dzurin Mohamed On
Pembantu Khas kepada
Pengerusi Eksekutif
(mulai 13 Julai 2009)



Rohani Salim
Pembantu Khas kepada
Pengarah Kanan
(sebingga 17 Mei 2009)



Nik Latifah Mohd. Zaki
Pembantu Khas kepada
Pengarah Kanan
(mulai 18 Mei 2009)



Nazirah Nazaruddin
Pembantu Khas kepada
Pengarah Bahagian Latihan
(mulai 18 Mei 2009)



Mardianah Ahmad
Pembantu Khas kepada
Pengarah Bahagian Bahasa



Hartini Abdul Hamid
Pembantu Khas kepada
Pengarah Bahagian Pengajian
Akademik, Penyelidikan dan
Penerbitan



Habesah Hashim
Pembantu Khas kepada
Pengarah Bahagian Khidmat
Pengurusan dan Korporat
(sebingga 2 Ogos 2009)



Laily Abu Bakar
Pembantu Khas kepada
Pengarah Bahagian Khidmat
Pengurusan dan Korporat
(mulai 26 Oktober 2009)



Mohd. Masri Awang
Kerani Kursus



Romanchita Natalie Dusipil
Kerani Kursus



Ahmad Firdaus Jahya'Azim
Kerani Kursus



Gunaselvam a/l Vail
Kerani Kursus



Ricky Wong
Kerani Kursus



Jennifer Abin Lianjun
Kerani Kursus



Kamaruddin A. Hussin
Kerani Kursus



Mohd. Zaki Hamid
Pembantu Tadbir



Siti Hajar Osman
Pembantu Tadbir



Rozila Mat Zin
Penyelia Asrama



Thilaga a/p Mayvan
Pembantu Tadbir
(sehingga 2 November 2009)



Ahmad Khidir Lemin
Pembantu Tadbir
(mulai 3 November 2009)



Siti Nurfartini Mahazan
Pembantu Tadbir



Ligong Anak Baja
Pembantu Tadbir



Hafisah Dahmit
Pembantu Tadbir



Sebastian Anak Dio
Pembantu Tadbir





Rusli Haron
Ketua Pengawal Keselamatan
(sehingga 4 Oktober 2009)



Abdul Rashid Bidin
Ketua Pengawal Keselamatan
(mulai 5 Oktober 2009)



Rabeha Mohamed
Jurutaip



Norazlia Jamhari
Jurutaip



Siti Khatijah Ismail
Jurutaip



Tuan Rosazian Tuan Manan
Pengawal Keselamatan



Wan Mohd. Hafiz Wan Muda
Pengawal Keselamatan



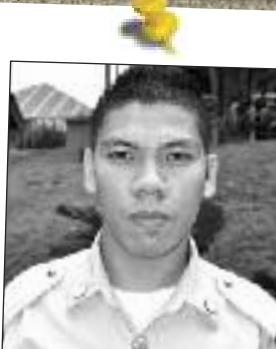
**Muhammad Jaafar
Abdul Karim**
Pengawal Keselamatan



Mohd. Aliff Fizre Ahmad
Pengawal Keselamatan



Mohd. Saiful Anuar Yusof
Pengawal Keselamatan



Mohd. Rizaudin Mohd. Diah
Pengawal Keselamatan



Aziz Ismail
Pengawal Keselamatan



**Khairul Nizam Mohd.
Hussain**
Pengawal Keselamatan
(sehingga 12 November 2009)



Yusri Salleh
Pemandu



Ibrahim Nor
Pemandu



Shukor Md. Yusof
Pemandu



Mohd. Fazlee Abdul Aziz
Pemandu



Mohd. Zani Tukiman
Pemandu



Zaimi Ahmad
Pembantu Am Pejabat



Isaac Peter
Pembantu Am Pejabat



Fadilah Shahri
Pembantu Am Pejabat



**Wan Mohd. Azrul Wan
Mohamad**
Pembantu Am Pejabat



Ahmad Yani Kamarudin
Pembantu Am Pejabat



Azrul Nizam Abdul Rahim
Pembantu Am Pejabat

A photograph showing a man in a dark suit and glasses signing a white document with a black pen. He is wearing a gold ring on his left hand. Behind him, a woman in a traditional green dress with gold embroidery and a matching headscarf stands, holding a small object. To the left, a Malaysian flag is partially visible. The background is a red wall with a yellow mural.

BAHAGIAN LATIHAN

BAHAGIAN LATIHAN

Bahagian Latihan IDFR terdiri daripada seorang Pengarah (Memangku), dua orang Timbalan Pengarah Kanan, seorang Timbalan Pengarah, lima orang Penolong Pengarah, seorang Pembantu Khas dan lima orang kakitangan sokongan. Fungsi utama bahagian ini adalah untuk menganjurkan program latihan untuk para diplomat dan bakal diplomat dari dalam dan luar negara, serta pegawai-pegawai Kerajaan Malaysia dan negara-negara lain yang berminat untuk meningkatkan pengetahuan mereka dalam bidang diplomasi dan hubungan luar negeri.

Bengkel Diplomasi Awam dan Kemahiran Media 1/2009

Bengkel yang telah diadakan dari 17 hingga 20 Februari 2009 ini bertujuan untuk meningkatkan kesedaran para peserta mengenai peranan diplomasi awam dalam mempromosikan kepentingan negara di peringkat antarabangsa, serta meningkatkan pengetahuan dan kemahiran mereka untuk berurusan dengan pihak media dalam konteks diplomasi awam. Di antara topik-topik yang telah disentuh termasuk Pengenalan Diplomasi Awam; Peranan Media dalam Diplomasi Awam; Pemahaman Silang Budaya dan Kesannya dalam Diplomasi Awam; Peranan Badan-badan Bukan Kerajaan dalam Diplomasi Awam; Mempromosikan Malaysia melalui Budaya; Perhubungan Media yang Berkesan; Menangani Situasi Krisis dan Soalan yang Sukar daripada Media; Temuduga TV dan Radio; Sidang Akhbar; dan Simulasi Sidang Akhbar.

Bengkel ini telah dihadiri oleh 13 orang peserta dari Kementerian Luar Negeri, Kementerian Pertahanan, Kementerian Perdagangan Antarabangsa dan Industri, Kementerian Pelancongan, Kementerian Sumber Asli dan Alam Sekitar, Jabatan Perlindungan Hidupan Liar dan Taman Negara, dan Jabatan Perhutanan Semenanjung Malaysia.

Program Serantau Komanwel dalam Latihan Diplomatik

Kursus ini, yang diadakan dari 2 hingga 13 Mac 2009, bertujuan untuk mendedahkan peserta kursus kepada perkembangan-perkembangan terkini dalam bidang diplomasi dan hubungan luar negeri selain meningkatkan persahabatan dan jaringan di kalangan para diplomat negara-negara Komanwel. Ia telah dikendalikan di bawah tajaan Sekretariat Komanwel di London. Seramai 13 orang peserta dari negara-negara Komanwel iaitu Bangladesh, Brunei, India, Malaysia, Maldives, dan juga Singapura telah menghadiri kursus ini.

Kursus ini memfokus kepada kemahiran diplomasi, isu-isu serantau dan global serta kepimpinan. Antara topik-topik yang dibincangkan ialah Perundingan Perdagangan; Krisis Sumber Tenaga dan Makanan Global; Keganasan Antarabangsa; ASEAN dan SAARC; Forum Serantau ASEAN; Komanwel – Prospek dan Cabaran; Komunikasi Silang Budaya yang Berkesan; Diplomasi Pelbagai Hala; Kepimpinan dan Pengurusan Organisasi; Pengurusan Krisis; dan Etiket Makan Beradab dan Resepsi.

Selain dari menghadiri ceramah, beberapa lawatan sambil belajar turut diadakan iaitu lawatan selama tiga hari ke Langkawi dan juga lawatan ke Wisma Putra, Putrajaya dan Menara Berkembar Petronas.

Kursus Pertengahan Kerjaya untuk Diplomat

Kursus ini telah dijalankan sebanyak dua kali dalam tahun 2009; iaitu dari 27 April hingga 11 Mei 2009 dan dari 16 hingga 26 November 2009. Kursus yang pertama telah dihadiri oleh sepuluh orang pegawai dari Kementerian Luar Negeri manakala kursus yang kedua telah dihadiri oleh 21 orang pegawai dari Kementerian Luar Negeri, Perbadanan Pembangunan Perdagangan Luar Malaysia, dan Lembaga Penggalakan Pelancongan Malaysia.

Objektif kursus ini adalah untuk meningkatkan pengetahuan profesional serta tahap kepimpinan dan pengurusan pegawai-pegawai pertengahan kerjaya supaya mereka dapat menjalankan tugas sebagai timbalan ketua perwakilan, penasihat kedutaan besar atau konsul jeneral dengan penuh yakin.

Kursus ini memfokus kepada Komunikasi Silang Budaya; Undang-undang Kemanusiaan Antarabangsa; Kepimpinan Transformasi; Ekonomi Malaysia; Perdagangan dan Pelaburan Antarabangsa serta Pengurusan Krisis Kemanusiaan. Para peserta juga diberi taklimat berkenaan isu-isu pentadbiran seperti Keselamatan Aset Malaysia di Luar Negara; Protokol Istana dan Diraja; dan Pengurusan Kewangan di Perwakilan.

Para peserta juga telah berpeluang untuk menimba pengalaman secara 'role play' iaitu berada dalam satu sidang akhbar sebagai wakil Malaysia di luar negara di bawah Modul Mempertahankan Kepentingan Negara Malaysia.

Kursus Pra-Penempatan bagi Pegawai dan Pasangan

Kursus ini telah diadakan dari 6 hingga 14 Mei 2009. Ia ditawarkan kepada para pegawai dari pelbagai agensi kerajaan yang bakal bertugas di luar negara serta pasangan masing-masing. Tujuan utama kursus ini adalah untuk meningkatkan

pengetahuan para peserta mengenai diplomasi dan hubungan antarabangsa serta memberi pendedahan mengenai kemahiran, pengetahuan dan sahsiah diri yang diperlukan bagi memastikan mereka dapat menjalankan tugas dengan cemerlang di penempatan masing-masing serta di kalangan komuniti antarabangsa. Aspek penyesuaian para peserta dalam persekitaran yang baru serta bekerjasama dalam satu pasukan juga ditekankan.

Antara perkara yang telah dibincangkan adalah dasar-dasar kerajaan serta isu-isu terkini yang berkait dengan pelaksanaan dasar luar negara Malaysia. Antara komponen utama kursus ini adalah pemahaman tentang tugas dan tanggungjawab para peserta semasa berada di Perwakilan termasuklah tugas untuk mempromosi dan mempertahankan kepentingan Malaysia serta meningkatkan imej Malaysia di mata dunia. Kursus ini juga menekankan kepentingan meningkatkan kemahiran interpersonal, etiket sosial dan ketrampilan diri bagi membentuk imej yang baik. Menyedari kepentingan peranan suami/isteri para peserta dalam memberi sokongan terhadap tugas mereka di Perwakilan, kursus ini juga menerapkan pelbagai aspek serta peranan pasangan pegawai terutamanya melalui penglibatan mereka dalam Persatuan Wanita Kementerian Luar Negeri Malaysia atau PERWAKILAN.

Seramai 26 orang pegawai menghadiri kursus ini, iaitu dari Kementerian Luar Negeri, Kementerian Pertahanan, Kementerian Perdagangan Antarabangsa dan Industri, Kementerian Pertanian dan Industri Asas Tani, Kementerian Pelancongan, Lembaga Kemajuan Perindustrian Malaysia, Perbadanan Pembangunan Perdagangan Luar Malaysia, dan Jabatan Imigresen. Seramai 12 orang pasangan turut menghadiri kursus ini.

Kursus Pengurusan Krisis untuk Peserta Antarabangsa (PKTM)

Kursus yang telah dijalankan dari 9 hingga 26 Jun 2009 ini bertujuan untuk meningkatkan pengetahuan para peserta dalam memahami aspek teoretikal dan praktikal dalam pengurusan krisis antarabangsa. Di samping itu, kursus ini juga

bertujuan untuk meningkatkan pengetahuan dan kemahiran para peserta terhadap pelbagai langkah dan teknik pengurusan krisis. Topik-topik yang dibincangkan dalam kursus ini ialah Struktur Krisis Antarabangsa; Ramalan Krisis; Perundingan dan Pengantaraan; serta Kajian Terhadap Krisis Antarabangsa yang Besar. Selain dari kuliah, kursus ini juga melibatkan latihan simulasi dan lawatan sambil belajar.

Kursus selama tiga minggu ini, yang dijalankan di bawah Program Kerjasama Teknikal Malaysia (PKTM), telah dihadiri oleh 13 orang peserta antarabangsa termasuk lima orang peserta yang ditaja separa oleh Sekretariat Rancangan Colombo. Peserta kursus ini adalah dari Afghanistan, Guinea, Indonesia, Iran, Iraq, Laos, Maldives, Mauritius, Peru, Swaziland, Syria dan Vietnam.

Kursus Orientasi untuk Ketua-ketua Perwakilan dan Pasangan

Kursus ini telah dijalankan dari 29 Jun hingga 3 Julai 2009. Ianya ditawarkan kepada pegawai-pegawai kanan di Kementerian Luar Negeri yang telah dipilih untuk bertugas sebagai Ketua-ketua Perwakilan Malaysia di luar negara. Objektifnya adalah untuk mengukuhkan pengetahuan dan kemahiran para peserta dalam pelbagai bidang yang berkaitan dengan tugas dan tanggungjawab mereka sebagai Ketua Perwakilan serta pasangan mereka.

Kursus ini banyak bertumpu kepada diplomasi awam. Topik-topik yang dibincangkan termasuk Menangani Media dan Kemahiran Media; Kepimpinan di Perwakilan; Globalisasi dan Impaknya terhadap Malaysia; Sesi Dialog Bersama Bekas Duta-duta Besar Malaysia; dan Mempertahankan Kepentingan Negara Malaysia. Sesi khas selama satu hari turut diadakan untuk para pasangan. Antara topik-topik yang telah disentuh dalam sesi tersebut ialah Etiket Makan Beradab dan Resepsi; Peranan Pasangan di Perwakilan; dan Penjagaan Penampilan Diri.

Lapan orang pegawai kanan Wisma Putra yang telah menerima watikah pelantikan sebagai Ketua Perwakilan Malaysia di luar negara serta pasangan mereka telah menghadiri kursus ini.

Kursus Orientasi untuk Diplomasi

Kursus selama satu hari ini telah diadakan pada 10 Julai 2009 atas permintaan Menteri Luar Negeri. Objektif kursus ini adalah untuk meningkatkan pengetahuan dan kemahiran para peserta dalam bidang diplomasi khususnya yang berkaitan dengan diplomasi awam, kemahiran media, persidangan antarabangsa dan etiket makan beradab. Antara topik-topik yang telah dijalankan ialah Pengucapan Awam; Diplomasi Awam; Kemahiran Media; Prosedur Persidangan Antarabangsa – Kemahiran dan Dinamik; Menyediakan Campur Tangan Substantif dan Ucapan; Kenyataan bagi Persidangan/Mesyuarat Antarabangsa; Etiket Makan Beradab; dan Praktikum Makan Beradab.

Seramai 25 orang peserta dari Kementerian Luar Negeri, termasuk Menteri Luar Negeri dan Timbalan-timbalan Menteri Luar Negeri, telah menghadiri kursus ini.

Bengkel Diplomasi Awam dan Kemahiran Media 2/2009

Bengkel Diplomasi Awam dan Kemahiran Media yang kedua telah diadakan dari 14 hingga 17 Julai 2009. Objektif bagi kursus yang dijalankan selama empat hari ini adalah untuk meningkatkan kesedaran para peserta mengenai peranan diplomasi awam dalam mempromosikan kepentingan negara di peringkat antarabangsa, serta meningkatkan pengetahuan dan kemahiran mereka untuk berurusan dengan pihak media dalam konteks diplomasi awam. Di antara topik-topik yang telah dibincangkan termasuk Pengenalan Diplomasi Awam; Peranan Media dalam Diplomasi Awam; Pemahaman Silang Budaya dan Kesannya dalam Diplomasi Awam; Peranan Badan-badan Bukan Kerajaan dalam Diplomasi Awam; Mempromosikan Malaysia melalui Budaya; Perhubungan Media yang Berkesan; Menangani Situasi Krisis dan Soalan yang Sulit daripada Media; dan Simulasi Sidang Akhbar.

Bengkel ini telah dihadiri oleh 36 orang peserta dari Kementerian Luar Negeri, Jabatan Perdana Menteri, Pusat Serantau Asia Tenggara bagi Mencegah Keganasan, Kementerian Pertahanan, Kementerian Pengajian Tinggi, Kementerian

Pelancongan, Institut Penyelidikan Keselamatan Jalan Raya, Lembaga Perindustrian Kayu Malaysia, Lembaga Kemajuan Perindustrian Malaysia, dan Perbadanan Pembangunan Perdagangan Luar Malaysia.

Kursus Analisa Strategik Antarabangsa (PKTM)

Kursus yang diadakan dari 28 Julai hingga 14 Ogos 2009 ini bertujuan untuk meningkatkan pemahaman peserta mengenai pemikiran strategik tentang isu-isu keselamatan dan strategik antarabangsa masa kini. Pengetahuan ini dapat digunakan dalam menempuh cabaran dunia globalisasi masa kini. Di antara topik-topik yang dibincangkan termasuklah Keselamatan Tradisional dan Bukan Tradisional; Analisis Risiko Politik; Isu Keselamatan Antarabangsa; dan Keganasan Antarabangsa. Ia merupakan platform terbaik bagi peserta untuk bertukar pandangan dan idea.

Kursus ini, yang dijalankan di bawah Program Kerjasama Teknikal Malaysia (PKTM), telah dihadiri oleh 24 orang peserta. Sembilan orang daripada peserta tersebut telah ditaja separa oleh Sekretariat Rancangan Colombo. Seramai tujuh orang peserta adalah dari Malaysia manakala yang lain adalah dari Bhutan, Colombia, Fiji, Ghana, Guinea, Indonesia, Iraq, Jordan, Laos, Maldives, Mauritius, Pakistan, Sri Lanka, Syria, Thailand, Uganda dan Vietnam.

Bengkel Mengenai Hubungan Malaysia-China: Perspektif Dua Hala, Rantau dan Global

Bengkel ini telah diadakan pada 19 Ogos 2009 sebagai salah satu acara untuk menyambut Ulangtahun ke-35 Hubungan Diplomatik Malaysia-China. Objektif bengkel ini adalah untuk mewujudkan kesedaran di kalangan peserta mengenai hubungan dua hala Malaysia-China terutamanya dalam bidang politik, keselamatan, sosio-ekonomi, perdagangan, pelaburan dan hala tuju masa depan.

Bengkel ini telah dimulakan dengan ucaptama oleh Tun Musa Hitam, Pengerusi Bersama Majlis Perniagaan Malaysia-China tentang topik 'The Rise of China as a Global Power: Its Implications for Malaysia, the Region and the World'. Ucaptama

tersebut, yang dibuka kepada orang ramai, telah dihadiri oleh 210 orang tetamu.

Bengkel ini mengandungi dua sesi perbincangan mejabulat dan satu *luncheon talk* yang melibatkan para peserta yang terpilih dari sektor awam dan korporat, ahli-ahli akademik dan badan-badan bukan kerajaan. Sesi perbincangan mejabulat yang pertama yang bertajuk 'China and the Region: Political, Security and Strategic Dimensions' melibatkan tiga ahli panel utama, iaitu T.Y.T. Liu Jian, Duta Besar China ke Malaysia; Tan Sri Mohamed Jawhar Hassan, Pengerusi dan Ketua Pegawai Eksekutif Institut Kajian Strategik dan Antarabangsa (ISIS) Malaysia; dan Encik Bunn Nagara, Penyunting Bersekutu dari The Star Publications Sdn. Bhd. Sesi ini telah dipengerusikan oleh Tan Sri Hasmy Agam, Pengerusi Eksekutif IDFR.

Bengkel ini diteruskan dengan *luncheon talk* yang bertajuk 'The Do's and Don'ts of Doing Business in China: Malaysia's Experience' yang disampaikan oleh Tan Sri William Cheng dari Majlis Perniagaan Malaysia-China. Bengkel ini diakhiri dengan satu lagi sesi perbincangan mejabulat bertajuk 'Malaysia-China Relations: Enhancing Economic, Trade and Investment Prospects' dengan Dato' Mohd. Amir Jaafar, Felo Kanan Institut Asia-Eropah sebagai pemudahcara, manakala Dr. Wong Lai Sum, Timbalan Ketua Pegawai Eksekutif Perbadanan Pembangunan Perdagangan Luar Malaysia serta Encik Steven Wong, Penolong Ketua Pengarah ISIS Malaysia sebagai ahli-ahli panel.

Bengkel Pengenalan Undang-undang Awam Antarabangsa

Bengkel yang telah diadakan dari 5 hingga 9 Oktober 2009 ini bertujuan untuk meningkatkan kefahaman peserta tentang undang-undang awam antarabangsa yang relevan dalam bidang diplomasi, perhubungan antarabangsa, serta perdagangan dan pelaburan antarabangsa. Antara topik-topik yang telah dibincangkan dalam bengkel ini adalah Undang-undang Ekonomi Antarabangsa; Undang-undang Alam Sekitar Antarabangsa; Undang-undang Hak Asasi Manusia Antarabangsa; Undang-undang Kemanusiaan Antarabangsa; Undang-undang Laut Antarabangsa; Undang-

undang Perjanjian dan Undang-undang Tanggungjawab Negeri; Akta Hubungan Konsular (Konvensyen Vienna 1963); dan Akta Hubungan Diplomatik (Konvensyen Vienna 1961).

Bengkel selama lima hari ini telah dihadiri oleh 17 orang peserta dari Kementerian Luar Negeri, Kementerian Pertahanan, Pusat Serantau Asia Tenggara bagi Mencegah Keganasan, Lembaga Perindustrian Kayu Malaysia, dan Lembaga Kemajuan Perindustrian Malaysia.

Kursus Latihan Diplomatik untuk Peserta Antarabangsa (PKTM)

Kursus yang telah diadakan dari 13 hingga 30 Oktober 2009 ini bertujuan untuk meningkatkan pengetahuan dan kemahiran peserta dalam bidang diplomasi dan hubungan antarabangsa serta kebolehan mereka menjalankan tugas sebagai pegawai diplomatik. Para peserta juga telah diberi pendedahan kepada pengalaman Malaysia dalam pembangunan negara dan hubungan luar negeri. Di antara topik-topik yang disentuh ialah Komunikasi Silang Budaya; Kemahiran Pembentangan; Perundingan Dua Hala dan Pelbagai Hala; Diplomasi Awam; dan Kemahiran Media.

Kursus selama tiga minggu ini, yang dijalankan di bawah Program Kerjasama Teknikal Malaysia, telah hadiri oleh seramai 18 orang peserta termasuk empat orang peserta yang ditaja separa oleh Sekretariat Rancangan Colombo. Peserta kursus ini adalah dari Argentina, Bhutan, Chile, Filipina, Guinea, Jordan, Laos, Malaysia, Mauritius, Myanmar, Swaziland dan Tanzania.

Perbincangan Mejabulat

Sesi perbincangan mejabulat yang pertama untuk tahun 2009 yang bertajuk 'Foreign Policy in an Era of Globalisation' telah diadakan pada 15 Januari 2009 di Bilik Triti. Sir Peter Ricketts, Setiausaha Tetap Pejabat Luar British dan Komanwel adalah penceramah bagi perbincangan tersebut manakala pemudahcaranya ialah Dato' Kamaruddin Abu, bekas Pesuruhjaya Tinggi Malaysia ke United Kingdom. Di dalam ceramahnya, Sir Ricketts memaklumkan bahawa para Pegawai Diplomatik

harus mempunyai pengetahuan yang luas dalam isu-isu semasa untuk mempertahankan dasar luar negara masing-masing. Para Pegawai Diplomatik juga harus memiliki kemahiran untuk memperoleh maklumat terkini tentang isu-isu antarabangsa menerusi jaringan perhubungan yang baik dengan rakan-rakan sejawat mereka dari negara lain. Seramai 56 orang peserta dari sektor kerajaan, badan-badan bukan kerajaan dan sektor korporat telah menyertai sesi perbincangan ini.

Sesi perbincangan mejabulat yang kedua telah dianjurkan pada 25 Februari 2009 di Bilik Triti. Sesi perbincangan mejabulat yang bertajuk 'The Obama Team: The New US President's Line-up and How They Will Relate to Southeast Asia' telah disampaikan oleh Datuk Ernest Bower, bekas Presiden Majlis Perniagaan AS-ASEAN dan kini rakan kongsi di BrooksBower Asia. Beliau telah memberi penerangan mengenai latar belakang dan ciri-ciri perwatakan barisan kabinet di bawah pentadbiran Presiden Obama dan kesan yang dijangka terhadap hubungan dua hala ASEAN-AS. Beliau juga berpendapat bahawa Presiden Obama mempunyai keinginan yang mendalam bagi mengeratkan hubungan dua hala ASEAN-AS terutamanya dalam mengenalpasti bidang-bidang kerjasama baru di rantau ini. Sehubungan itu, Datuk Bower begitu optimistik bahawa hubungan dua hala antara Malaysia dan Amerika Syarikat akan menjadi lebih kukuh di bawah kepimpinan pentadbiran baru di kedua-dua negara. Sesi perbincangan ini telah dihadiri oleh 55 orang peserta dari sektor kerajaan dan korporat, badan-badan bukan kerajaan dan universiti.

Ceramah Umum

Satu ceramah umum yang bertajuk 'Building A Culture of Peace and Development in a Globalised World' oleh Reverend Jesse Louis Jackson, Sr., Presiden dan Pengasas Rainbow/PUSH Coalition telah diadakan di Auditorium IDFR pada 22 April 2009. Ceramah umum ini adalah sebahagian daripada acara ASEAN 'Bridges-Dialogues: Towards a Culture of Peace' dan telah dianjurkan bersama oleh IDFR dan International Peace Foundation (IPF). Ceramah umum ini telah dirasmikan oleh Datuk Lee Chee Leong, Timbalan Menteri Luar Negeri,

dan Dr. Chandra Muzaffar, Presiden International Movement for a Just World (JUST) telah menjadi pemudahcara bagi sesi tersebut. Antara tetamu kehormat yang turut hadir di ceramah umum ini ialah Dato' Mukhriz Tun Mahathir, Timbalan Menteri Perdagangan Antarabangsa dan Industri; Tun Musa Hitam, bekas Timbalan Perdana Menteri dan Pengerusi 'Bridges-Dialogues: Towards a Culture of Peace'; dan Prince Alfred dari Liechtenstein, Pengerusi Lembaga Penasihat IPF.

Dalam ceramah beliau, Reverend Jackson telah menyeru agar ketua-ketua negara dan komuniti global bekerjasama di antara satu sama lain dan menyertai misi-misi kemanusiaan untuk mengurangkan kesengsaraan manusia di dunia. Beliau juga berpendapat bahawa satu model ekonomi yang memfokus kepada golongan berpendapatan rendah yang lebih adil dan saksama boleh mengukuhkan kedudukan golongan tersebut di dalam sesuatu masyarakat. Reverend Jackson mengakhiri ceramah beliau dengan menekankan bahawa pendekatan "Berbaiklah terhadap orang lain seperti mana anda mengharapkan kebaikan dari orang lain" yang diambil dari 'Golden Rule of Peace' juga boleh digunakan bagi negara-negara di dunia. Lebih daripada 250 orang peserta telah menghadiri ceramah umum ini.

Satu lagi ceramah umum, yang bertajuk 'Improving the US-Islamic World: Some Practical Suggestions', telah dianjurkan bersama oleh IDFR dan Institut Kajian Tinggi Islam Antarabangsa (IAIS) di IAIS pada 7 Disember 2009. Ceramah umum ini telah disampaikan oleh Dr. Omar Hisham Altalib, seorang Muslim dari Amerika yang kini memegang jawatan Penolong Profesor Sosiologi di Universiti Islam Antarabangsa Malaysia. Tan Sri Hasmy Agam, Pengerusi Eksekutif IDFR dan Profesor Datuk Dr. Osman Bakar, Timbalan Ketua Pegawai Eksekutif IAIS menjadi pemudahcara di ceramah tersebut.

Dalam ceramahnya, Dr. Omar telah menjelaskan bahawa terdapat tiga faktor utama yang menyebabkan konflik di antara Amerika Syarikat dan dunia Islam iaitu keganasan, agama dan kejahilan. Menurut beliau, persepsi yang salah di kalangan masyarakat dunia bahawa keganasan adalah berpuncak dari negara-negara Islam

merupakan salah satu sumber konflik di serata dunia. Selain itu, menurut beliau juga, terdapat salah anggapan di kalangan negara-negara Islam bahawa Amerika Syarikat berupaya berbuat apa sahaja kerana ia merupakan kuasa besar dan oleh itu, boleh dipersalahkan ke atas semua ketidakadilan yang berlaku di dunia. Beliau juga telah menyatakan bahawa komunikasi terbuka merupakan cara yang terbaik untuk membina hubungan yang lebih baik di antara Amerika Syarikat dengan negara-negara Islam. Ceramah umum tersebut telah dihadiri oleh seramai 67 orang peserta.

Siri IDFR-IKON 3D

IDFR bersama-sama dengan Institut Kajian Oksidental (IKON), Universiti Kebangsaan Malaysia telah memperkenalkan Siri IDFR-IKON 3D pada tahun 2008. 3D bermaksud 'Diplomatic Dispatches and Discourses' dan Siri 3D ini bertindak sebagai satu platform perbincangan mejabulat dengan para diplomat daripada negara-negara Barat sebagai penceramah utama.

Sesi mejabulat IDFR-IKON 3D yang pertama yang bertajuk 'The European Union and ASEAN: Current Challenges and Future Prospects' oleh T.Y.T. Vincent Piket, Ketua Delegasi Suruhanjaya Eropah ke Malaysia, telah dianjurkan pada 12 Mac 2009 di Bilik Triti. Penceramah memaklumkan bahawa hubungan di antara Kesatuan Eropah dengan ASEAN telah menjadi semakin erat terutamanya sejak beberapa tahun kebelakangan ini. Kesatuan Eropah juga telah mengambil inisiatif untuk menganjurkan sesi perundingan dua hala 'Partnership and Cooperation Agreements' (PCAs) dengan beberapa negara ASEAN. Menyentuh tentang cabaran masa depan untuk ASEAN, beliau telah menyenaraikan tiga perkara utama yang penting untuk kejayaan ASEAN. Perkara yang pertama yang memerlukan pertimbangan ASEAN ialah memperkenalkan sistem membuat keputusan yang baru, iaitu berdasarkan undian majoriti bagi menggantikan sistem konsensus. Kedua, beliau mencadangkan bahawa ASEAN harus diberikan lebih banyak kuasa dalam penguatkuasaan keputusan. Perkara yang ketiga ialah mewujudkan satu dana penstruktur yang boleh digunakan oleh

negara-negara anggota yang lebih kaya untuk membantu negara-negara anggota yang miskin bagi mengurangkan jurang ekonomi yang wujud sekarang. Sesi mejabulat ini telah dihadiri oleh 48 orang peserta.

Sesi mejabulat IDFR-IKON 3D yang kedua yang bertajuk 'Enhancing Latin America's Linkages with Asia/ASEAN: A Brazilian Perspective' telah diadakan pada 16 Julai 2009 bertempat di UKM dengan T.Y.T. Sergio Arruda, Duta Besar Brazil ke Malaysia sebagai penceramah utama. Beliau telah menjelaskan bahawa Mesyuarat Menteri ASEAN-MERCOSUR yang pertama yang diadakan di Brasilia pada bulan November 2008, merupakan permulaan proses yang formal untuk meningkatkan hubungan di antara kedua-dua rantau ini. Menyedari perkembangan perdagangan, pelaburan dan peluang perniagaan yang konkret boleh dicapai melalui ikatan institusi yang kukuh di antara ASEAN dan MERCOSUR, Menteri-menteri Hubungan Luar negara yang terlibat bersetuju dalam mesyuarat bulan November 2008 itu untuk mengikuti kaedah 'building block' untuk meningkatkan dialog ekonomi serantau, menjadikan ianya sebagai medium yang utama ke arah kerjasama ekonomi yang lebih rapat serta sebahagian daripada rancangan tindakan yang akan diambil pada masa hadapan. Sehubungan itu, Brazil bersama anggota MERCOSUR yang lain — Argentina, Paraguay, Uruguay dan Venezuela — akan mengambil langkah yang memfokus kepada pertukaran maklumat dan perkongsian pengalaman dalam promosi perdagangan dan pelaburan serta peningkatan kerjasama di antara komuniti perniagaan dan institusi kajian ekonomi di kedua-dua rantau tersebut. Perbincangan mejabulat ini telah dihadiri oleh seramai 140 orang peserta.

Sesi mejabulat IDFR-IKON 3D yang ketiga yang bertajuk 'The European Union as a Global Actor in the Context of the Lisbon Treaty – a Nordic Perspective' oleh T.Y.T. Helena Sangeland, Duta Besar Sweden ke Malaysia sebagai penceramah utama, telah diadakan di IDFR pada 17 November 2009. Beliau telah menerangkan tentang transformasi institusi Kesatuan Eropah (EU) dan hasratnya untuk menjadi efektif dan relevan dalam bidang hubungan antarabangsa sepertimana yang dilakukan dalam bidang perdagangan dan bantuan pembangunan global. Beliau juga menjelaskan bahawa EU di bawah presidensi Sweden telah memberi fokus kepada konsep 'Eastern Partnerships' yang bertujuan untuk membawa Armenia, Azerbaijan, Belarus, Georgia, Moldova dan Ukraine lebih rapat dengan EU. Skop kerjasama tersebut meliputi bidang ekonomi, hak asasi manusia, pembangunan demokrasi dan sokongan kepada reformasi.

Beliau seterusnya menekankan bahawa bagi menghadapi cabaran dalam hubungan antarabangsa yang semakin kompleks, EU perlu membangunkan keupayaan analisis dan perancangan dasarnya. Pada masa ini, EU mempunyai keupayaan ketenteraan yang tinggi, lebih 40,000 orang diplomat, bilangan 'think tank' yang besar serta institusi akademik dan badan-badan bukan kerajaan yang boleh memberi input kepada penggubalan dasar-dasar berhubung penggunaan kaedah ketenteraan, awam atau ekonomi. Sesi mejabulat ini dihadiri oleh 62 orang peserta.



BAHAGIAN BAHASA

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Kursus-kursus yang ditawarkan oleh Bahagian Bahasa ialah bahasa Arab, Inggeris, Mandarin, Perancis dan Sepanyol. Ia turut menawarkan kursus perbualan bahasa Malaysia untuk para diplomat yang bertugas di Perwakilan Asing di Kuala Lumpur. Modul latihan bahasa Inggeris juga disediakan untuk peserta-peserta antarabangsa yang mengikuti kursus latihan diplomatik di bawah naungan Program Kerjasama Teknikal Malaysia dan Sekretariat ASEAN.

Objektif utama kursus-kursus bahasa ini adalah untuk memupuk pengetahuan linguistik para pegawai dalam menjalankan tugas profesional mereka dengan lebih berkesan sama ada di dalam atau di luar negara.

Pada tahun 2009, Bahagian Bahasa telah mengendalikan sebanyak 26 kursus. Peserta yang tamat kursus tersebut telah dianugerahkan Sijil Kehadiran.

PROGRAM BAHASA INGGERIS

Sebanyak empat kursus intensif telah dikendalikan oleh Seksyen Bahasa Inggeris untuk meningkatkan lagi pengetahuan linguistik serta kemahiran para peserta. Di samping itu, satu kursus juga telah dijalankan untuk Unit Pemodenan Tadbiran dan Perancangan Pengurusan Malaysia (MAMPU), Jabatan Perdana Menteri (JPM).

Kursus-kursus yang dijalankan di IDFR ialah:

- *Speaking Skills: Say It Right 1/2009*
- *Speaking Skills: Say It Right 2/2009*
- *Effective Presentation Skills*
- *Effective Writing Skills*

Kursus yang dijalankan untuk MAMPU ialah:

- *Intensive Speaking Skills: Say It Right*

Seksyen Bahasa Inggeris juga mengadakan kursus kemahiran asas secara berterusan untuk kakitangan IDFR, bertujuan untuk meningkatkan lagi penguasaan bahasa Inggeris mereka.

Speaking Skills: Say It Right 1/2009

Kursus ini diadakan dari 10 hingga 13 Februari 2009 untuk 26 orang peserta kursus dari pelbagai agensi kerajaan termasuk dari Pusat Serantau Asia Tenggara bagi Mencegah Keganasan, Kementerian Penerangan, Kementerian Perdagangan Antarabangsa dan Industri, dan Kementerian Pelancongan. Objektif utama kursus ini adalah untuk meningkatkan kesedaran peserta mengenai ciri-ciri pertuturan bahasa Inggeris serta membantu mereka memperbaiki kemahiran bertutur yang membolehkan mereka berkomunikasi dengan lebih efektif.

Speaking Skills: Say It Right 2/2009

Kursus ini dijalankan dari 3 hingga 7 Ogos 2009. Seramai 22 orang pegawai dari Kementerian Luar Negeri, Perbadanan Pembangunan Perdagangan Luar Malaysia, Kementerian Perdagangan

Antarabangsa dan Industri, Kementerian Belia dan Sukan, Kementerian Kesihatan, Kementerian Pelancongan, Jabatan Kraftangan Malaysia, Muzium Negara, Jabatan Penerangan Pahang, Pusat Serantau Asia Tenggara bagi Mencegah Keganasan, dan Jabatan Kebajikan Masyarakat Malaysia menghadiri kursus ini. Objektif utama kursus ini adalah untuk meningkatkan kesedaran peserta tentang ciri-ciri pertuturan bahasa Inggeris serta membantu mereka memperbaiki kemahiran bertutur yang membolehkan mereka berkomunikasi dengan lebih efektif.

Effective Presentation Skills

Kursus selama seminggu yang diadakan dari 12 hingga 16 Oktober 2009 ini bertujuan untuk mendedahkan para peserta kepada penyampaian berkesan dengan memberi penekanan kepada penyediaan dan penyampaian teks. Seramai 15 orang peserta dari Jabatan Kerja Raya, Institut Genome Malaysia, Institut Sukan Negara, Kementerian Pengangkutan, Kementerian Pelancongan, Kementerian Luar Negeri, dan IDFR menghadiri kursus ini. Di antara kaedah yang digunakan ialah mengkritik penyampaian individu yang telah dirakam.

Effective Writing Skills

Kursus ini telah dijalankan dari 9 hingga 13 November 2009 dan telah disertai oleh seramai 22 orang pegawai dari Kementerian Kerja Raya, Jabatan Bomba dan Penyelamat Malaysia, Kementerian Sains, Teknologi dan Inovasi, Institut Genome Malaysia, Kementerian Sumber Manusia, Kementerian Luar Negeri, Institut Sukan Negara, Jabatan Perdana Menteri, Kementerian Perdagangan Antarabangsa dan Industri, Kementerian Pertanian dan Industri Asas Tani, Kementerian Kemajuan Luar Bandar dan Wilayah, Kementerian Perdagangan Dalam Negeri dan Hal Ehwal Pengguna, Kementerian Perumahan dan Kerajaan Tempatan, dan Kementerian Pengangkutan. Objektif kursus ini adalah untuk memastikan peserta kursus memperoleh teknik-teknik penulisan khusus untuk mengasah kemahiran menulis mereka. Metodologi pengajaran yang interaktif digunakan seperti mengadakan

perbincangan dan membuat aktiviti serta latihan praktikal.

Intensive Speaking Skills: Say It Right

Kursus ini telah dikendalikan di Awana Genting Highlands and Country Resort dari 29 hingga 30 Oktober 2009 untuk pegawai kanan MAMPU. Objektif utama kursus ini adalah untuk meningkatkan kesedaran peserta kursus mengenai sebutan bahasa Inggeris yang meragukan, serta tekanan dan corak ritma bahasa tersebut. Di samping itu, kursus ini juga bertujuan meningkatkan keyakinan diri peserta untuk berkomunikasi dengan lebih jelas dalam situasi sosial dan profesional. Antara strategi yang telah digunakan ialah sesi interaktif dan simulasi.

English Language Proficiency Course

Kursus kemahiran bahasa Inggeris secara berterusan juga diadakan untuk pegawai dan kakitangan sokongan IDFR. Mereka dibahagikan kepada dua kumpulan yang mengandungi enam orang setiap kumpulan. Sesi tersebut diadakan pada setiap hari Khamis dan Jumaat.

Modul-modul Bahasa Inggeris

Modul-modul bahasa Inggeris juga dikendalikan sebagai sebahagian daripada program yang dianjurkan oleh Bahagian Latihan. Modul-modul tersebut ditawarkan untuk kursus-kursus berikut:

Kursus Latihan Diplomatik untuk Pegawai PTD

Modul Bahasa Inggeris merupakan komponen penting dalam Kursus Latihan Diplomatik untuk Pegawai PTD yang diadakan dari 13 April hingga 7 Ogos 2009. Fokus modul ini adalah untuk mempertingkatkan kemahiran linguistik peserta melalui aktiviti-aktiviti meningkatkan kefasihan, ketepatan dan keyakinan. Ini adalah untuk membolehkan mereka menjadi lebih cekap dalam penggunaan bahasa tersebut yang merupakan alat dalam komunikasi diplomatik.

Modul ini merangkumi bidang-bidang seperti:

- *The Floor is Yours* (Pengucapan Awam)

- Penulisan Jurnal
- Kemahiran Penyampaian
- Kemahiran Menulis
- Kemahiran Bertutur
- Penghayatan Karya Kesusasteraan
- Kelas Bimbingan Bahasa
- Penyediaan Draf Ucapan
- Bahasa dan Diplomasi

*Kursus Latihan Diplomatik untuk
Peserta Antarabangsa*

Modul Bahasa Inggeris ini memberi tumpuan kepada meningkatkan kemahiran penyampaian peserta dan kesedaran mereka terhadap fenomena bahasa dan fungsinya dalam bidang diplomasi. Bidang yang disentuh ialah Kemahiran Penyampaian, serta Bahasa dan Diplomasi.

Kursus Pertengahan Kerjaya untuk Diplomat

Modul ini bertujuan untuk meningkatkan kemahiran penyampaian peserta serta kesedaran mereka terhadap fenomena bahasa dan fungsinya dalam bidang diplomasi. Bidang yang disentuh ialah Kemahiran Penyampaian, serta Bahasa dan Diplomasi.

**Sesi Perkembangan Profesional
Secara ‘In-House’**

Pada 29 Mei 2009, tiga orang pegawai dari Seksyen Bahasa Inggeris telah menghadiri satu sesi perkembangan profesional bersama Ambasador Kishan Rana dari DiploFoundation. Sesi itu bertujuan untuk mendapat pemahaman yang lebih tentang aspek-aspek penulisan diplomatik seperti *Note Verbale*, *Aide Memoire* dan Penulisan Draf Resolusi. Sesi tersebut amat menarik dan penuh dengan infomasi.

PROGRAM BAHASA ASING

BAHASA ARAB

Sebanyak enam kursus bahasa Arab telah dijalankan pada tahun 2009. Terdapat dua jenis kursus yang dijalankan iaitu kursus separuh masa pada sebelah petang dan kursus sepenuh masa.

Bahasa Arab Tahap 1

Kursus ini merupakan kursus separuh masa yang dijalankan pada sebelah petang bermula dari 16 Februari dan berakhir pada 22 Julai 2009. Kursus ini dijalankan setiap hari Isnin dan Rabu dari pukul 5.30 petang hingga 7.30 malam, dan direka untuk peserta yang ingin memperoleh asas kemahiran bahasa Arab.

Seramai 14 orang peserta telah mengikuti kursus ini. Mereka terdiri daripada para pegawai dari pelbagai kementerian dan agensi kerajaan termasuk Kementerian Pelajaran, Dewan Bahasa dan Pustaka, Institut Kajian Strategik dan Antarabangsa (ISIS) Malaysia, dan IDFR.

Bahasa Arab Tahap 2

Kursus ini ditawarkan kepada peserta yang telah tamat kursus bahasa Arab Tahap 1 atau mereka yang mempunyai kemahiran yang setara dalam bahasa Arab. Kursus ini bermula dari 3 Ogos hingga 23 Disember 2009, dan diadakan pada hari Isnin dan Rabu dari pukul 5.30 petang hingga 7.30 malam.

Seramai 12 orang peserta telah mengikuti kursus ini. Mereka terdiri daripada para pegawai dari Kementerian Pelajaran, Dewan Bahasa dan Pustaka, Institut Kajian Strategik dan Antarabangsa (ISIS) Malaysia, dan IDFR.

Bahasa Arab Tahap 4

Kursus ini ditawarkan kepada peserta yang telah tamat kursus bahasa Arab Tahap 3 atau mereka yang mempunyai kemahiran yang setara dalam bahasa Arab. Seramai 12 orang peserta dari Polis Diraja Malaysia, Tentera Laut Diraja Malaysia, Kedutaan Besar Korea Selatan, dan Perkongsian Multilateral Antarabangsa Menentang Keganasan Siber (IMPACT) telah mengikuti kursus ini.

Kursus separuh masa ini dijalankan pada setiap hari Khamis dari pukul 5.30 petang hingga 7.30 malam. Kursus ini bermula dari 12 Februari dan berakhir pada 26 November 2009.

Bahasa Arab Tahap 7

Kursus ini dijalankan dari 10 Februari hingga 24 November 2009. Kursus separuh masa sebelah petang ini dijalankan setiap hari Selasa dari pukul 5.30 petang hingga 7.30 malam dan dihadiri oleh 11 orang peserta kursus yang terdiri daripada pegawai dari pelbagai agensi kerajaan.

Kursus ini ditawarkan kepada para peserta yang telah tamat kursus bahasa Arab Tahap 6 atau mereka yang mempunyai kemahiran yang setara dalam bahasa Arab.

Bahasa Arab Tahap 10

Kursus ini ditawarkan kepada para pelajar yang telah mengikuti kursus ini dari peringkat permulaan atau mereka yang mempunyai pengetahuan lanjut mengenai bahasa ini dan ingin menyambung pembelajaran mereka.

Kursus ini bermula dari 10 Mac dan berakhir pada 11 Disember 2009. Sepuluh orang para pegawai dari Kementerian Pelajaran, Dewan Bahasa dan Pustaka, Polis Diraja Malaysia, Kementerian Pertahanan, dan Jabatan Kemajuan Islam Malaysia telah menghadiri kursus ini, yang dijalankan pada hari Jumaat, dari pukul 5.30 petang hingga 7.30 malam.

Bahasa Arab Intensif bagi Kursus Latihan Diplomatik untuk Pegawai PTD

Kursus Intensif Bahasa Arab selama empat bulan ini bertujuan untuk melengkapkan para pegawai dengan pengetahuan asas bahasa Arab. Kemahiran bahasa Arab adalah perlu supaya mereka berupaya menggunakan bahasa tersebut semasa menjalankan tugas di luar negara. Kursus ini juga diadakan sebagai persediaan bagi mereka untuk menyambung pembelajaran bahasa Arab ke tahap yang lebih tinggi.

BAHASA MALAYSIA

Kursus Perbualan Bahasa Malaysia

Kursus ini dijalankan untuk para diplomat daripada

Perwakilan Asing di Kuala Lumpur. Tujuan kursus ini adalah untuk membiasakan diri mereka dengan penggunaan bahasa nasional Malaysia dan dengan itu, dapat membantu mereka dalam interaksi harian mereka di Malaysia. Kursus ini telah dibahagikan kepada dua bahagian. Bahagian pertama telah diadakan dari 2 April hingga 11 Jun 2009, dan bahagian kedua yang merupakan sambungan kepada bahagian pertama telah dikendalikan dari 1 Oktober hingga 24 November 2009. Sambutan daripada Perwakilan Asing amat memberangsangkan.

BAHASA MANDARIN

Bahasa Mandarin Intensif bagi Kursus Latihan Diplomatik untuk Pegawai PTD

Kursus intensif ini julung kali ditawarkan sebagai salah satu modul bahasa asing di samping bahasa Arab, Perancis dan Sepanyol yang telah sedia ada bagi Kursus Latihan Diplomatik untuk Pegawai PTD pada tahun 2009. Objektif utama modul ini adalah untuk membolehkan para pegawai menguasai bahasa Mandarin peringkat asas dan memberi keupayaan kepada mereka untuk menggunakanya semasa menjalankan tugas di negara-negara yang bahasa pengantarnya adalah bahasa Mandarin.

BAHASA PERANCIS

Sepanjang tahun 2009, sebanyak sepuluh kursus bahasa Perancis telah dijalankan. Tiga daripada kursus ini merupakan sambungan kepada kursus yang bermula pada tahun 2008. Kesemua kursus yang dijadualkan telah dilaksanakan dengan dua kursus tambahan dijalankan pada akhir tahun untuk memenuhi beberapa permintaan khas.

Tahap Lanjutan, Tahap III (untuk Pegawai dari Polis Diraja Malaysia) dan Tahap III (Kemasukan Kedua)

Kursus-kursus ini bermula pada tahun 2008 dan berakhir pada bulan Mac 2009, sebelum bermulanya Bahasa Perancis Intensif bagi Kursus Latihan Diplomatik untuk Pegawai PTD.

Kursus-kursus ini telah dipanjangkan tempohnya untuk mengurangkan jarak dalam proses

pembelajaran kerana penangguhan kelas semasa kursus intensif sepenuh masa dijalankan. Ia juga bagi memastikan proses peralihan yang lancar untuk penggabungan kedua-dua kelas Tahap III ke Tahap IV.

Kursus Tahap Lanjutan ini tidak dapat disambung semula pada tahun ini disebabkan kekangan dalam penjadualan masa kursus.

Bahasa Perancis Intensif bagi Kursus Latihan Diplomatik untuk Pegawai PTD

Kursus ini direka untuk melengkapkan para pegawai dengan pengetahuan asas mengenai bahasa dan budaya Perancis yang dirasakan perlu untuk memenuhi keperluan semasa menjalankan tugas dalam persekitaran yang bahasa pengantarnya adalah bahasa Perancis. Ia juga menjadi asas yang bermanfaat buat mereka untuk meningkatkan kemahiran dalam bahasa Perancis.

Dalam tahun 2009, seramai tiga orang pegawai telah berjaya mengikuti kursus empat bulan ini yang merangkumi lebih daripada 150 jam. Objektif utama kursus ini berjaya dicapai dan kesemua peserta kursus menunjukkan minat untuk terus mendalami bahasa Perancis. Mereka juga amat menghargai sekiranya diberi peluang untuk meneruskan pembelajaran dan menjadi pengguna bahasa yang lebih mahir dan seterusnya menduduki peperiksaan Delf yang diiktiraf di peringkat antarabangsa.

Bahasa Perancis Tahap IV

Tujuh orang peserta dari Tahap III (pegawai-pegawai dari Polis Diraja Malaysia, Kementerian Pelajaran dan Bank Negara) meneruskan pembelajaran ke Tahap IV dan berjaya menamatkan kursus ini pada akhir bulan Jun walaupun sibuk dengan komitmen kerja masing-masing.

Bahasa Perancis Tahap I

Pada permulaan kursus, peserta telah dibahagikan kepada dua kumpulan kerana terlalu ramai peserta telah mendaftar untuk kursus ini. Mereka akhirnya telah digabungkan dalam satu kelas. Tujuh belas

orang peserta dari Kementerian Pelajaran, Dewan Bahasa dan Pustaka, Kementerian Pelancongan, Kementerian Pertahanan, Kementerian Penerangan, Istana Budaya, Institut Penyelidikan Getah Malaysia, Sekolah Menengah Kebangsaan Taman Tun Dr. Ismail, Sekolah Menengah Kebangsaan Putrajaya, dan Institut Tadbiran Awam Negara (INTAN) Bukit Kiara telah mengikuti kursus ini.

Kumpulan ini amat bersemangat dan bermotivasi. Walaupun mempunyai komitmen kerja dan kekerapan bertugas di luar kawasan, tahap mereka meningkat dan secara amnya, mereka berjaya mencapai objektif kursus.

Bahasa Perancis Tahap V

Tujuh orang peserta dari Tahap IV mendaftar untuk Tahap V yang bermula pada bulan Julai dan berakhir pada awal bulan Disember. Kesemua peserta ini telah menduduki peperiksaan luar Delf A1 pada bulan November 2009 dan mereka bercadang untuk mendaftar peperiksaan Delf A2 yang dijadualkan pada bulan Mei 2010.

Bahasa Perancis Tahap II

Seramai 13 orang peserta dari Tahap I telah mendaftar untuk kursus ini. Dua orang daripada peserta kursus ini sekarang berada di Perancis selama dua tahun untuk melanjutkan pelajaran mereka di peringkat sarjana. Pengetahuan yang mereka peroleh semasa berada di IDFR banyak membantu mereka untuk menyesuaikan diri di persekitaran baru dan amat bermanfaat dalam kehidupan harian mereka. Para peserta yang lain berminat untuk meneruskan pembelajaran mereka dan turut merancang untuk membuat lawatan kelas ke Perancis pada tahun hadapan.

Kursus Pengenalan Bahasa Perancis untuk Kakitangan IDFR

Kursus ini dijalankan atas permintaan kakitangan IDFR. Seramai 15 orang peserta telah mendaftar untuk kelas pengenalan selama 16 jam ini, yang bertujuan untuk memberi gambaran menyeluruh tentang bahasa Perancis. Para peserta didedahkan

kepada sebutan, perbendaharaan kata dan tatabahasa asas serta pernyataan-pernyataan berguna untuk kegunaan harian di samping mengenali budaya Perancis.

Setelah menamatkan kursus ini pada bulan Januari 2010, para peserta mempunyai pilihan untuk mengikuti kelas pada sebelah petang yang bersesuaian.

Bahasa Perancis Tahap I (Kemasukan Kedua)

Kursus ini dijalankan atas permintaan Perkongsian Multilateral Antarabangsa Menentang Keganasan Siber (IMPACT). Seramai tujuh orang peserta dari Kementerian Luar Negeri, Kementerian Pengangkutan, Kementerian Pelajaran, IMPACT, dan IDFR mengikuti kursus ini. Kursus ini dijangka berakhir pada bulan Mei 2010.

Lain-lain Aktiviti

Beberapa aktiviti luar juga telah dianjurkan untuk memperkenalkan para peserta kursus kepada budaya Perancis. Peserta dari semua tahap dijemput untuk mengikuti aktiviti-aktiviti seperti menghadiri pameran lukisan Perancis, pameran buku, tayangan filem Perancis, makan malam, ‘cheese tasting’ dan menghayati alunan muzik Perancis. Aktiviti-aktiviti tersebut diadakan di *Alliance Française* dan tempat-tempat lain di sekitar Kuala Lumpur.

BAHASA SEPANYOL

Sebanyak lima kursus telah berjaya dijalankan pada tahun 2009. Guru bahasa Sepanyol juga menawarkan khidmat terjemahan dari bahasa Inggeris ke bahasa Sepanyol sekiranya terdapat permintaan.

Bahasa Sepanyol Tahap I (1/2009)

Kursus ini dijalankan dari 5 Januari hingga 30 Mac 2009 dengan 18 orang peserta dari Dewan Bahasa dan Pustaka, Jabatan Kebajikan Masyarakat, Jabatan Perdana Menteri, Kementerian Pengajian Tinggi, Perbadanan Pembangunan Perdagangan Luar Malaysia, dan IDFR.

Objektif utama kursus ini adalah untuk memberi gambaran menyeluruh mengenai bahasa Sepanyol kepada para peserta dan menjurus kepada sebutan yang digunakan dalam situasi formal dan tidak formal. Fungsi bahasa yang telah diperkenalkan termasuklah cara untuk memperkenalkan diri dan orang lain, membuat permintaan, memesan makanan di restoran, menggunakan bahasa yang sesuai semasa berjumpa dan berpisah, dan menerangkan tentang manusia, tempat dan barang.

Kumpulan ini amat bermotivasi dan berkeinginan tinggi untuk belajar. Semasa majlis penutup, Duta Besar Colombia turut hadir dan kopi Colombia dihidangkan kepada peserta kursus.

Bahasa Sepanyol Tahap I (Sambungan untuk Pegawai Kementerian Luar Negeri)

Kursus ini dijalankan dari 21 Oktober 2008 hingga 9 April 2009 untuk lapan orang pegawai Bahagian Amerika, Kementerian Luar Negeri.

Objektif utama kursus ini adalah untuk memberi gambaran menyeluruh mengenai bahasa Sepanyol kepada para peserta dan menjurus kepada sebutan yang digunakan dalam situasi formal dan tidak formal. Fungsi bahasa yang telah diperkenalkan termasuklah cara untuk memperkenalkan diri dan orang lain, membuat permintaan, memesan makanan di restoran, menggunakan bahasa yang sesuai semasa bertemu dan berpisah, dan menerangkan tentang manusia, tempat dan barang.

Para peserta menunjukkan kemajuan yang baik kerana ada di antara peserta telah mempunyai pengetahuan asas dalam bahasa Sepanyol. Dengan itu, lebih banyak bidang bahasa boleh dirangkumi dalam had masa yang telah ditetapkan.

Bahasa Sepanyol Intensif bagi Kursus Latihan Diplomatik untuk Pegawai PTD

Kursus ini, yang bermula pada 13 April dan berakhir pada 7 Ogos 2009, dianjurkan untuk tiga orang pegawai dari Kementerian Luar Negeri. Objektif utama kursus adalah untuk memberi

gambaran menyeluruh mengenai bahasa Sepanyol kepada para peserta dan menjurus kepada sebutan yang digunakan dalam situasi formal dan tidak formal. Fungsi bahasa yang telah diperkenalkan termasuklah cara untuk memperkenalkan diri dan orang lain, membuat permintaan, memesan makanan di restoran, menggunakan bahasa yang sesuai semasa bertemu dan berpisah, dan menerangkan tentang manusia, tempat dan barang.

Kursus intensif ini dijalankan selama empat bulan dan turut menyentuh aspek-aspek kebudayaan Sepanyol supaya tidak terjadi kejutan budaya apabila para peserta berada di negara yang bahasa pengantarnya adalah bahasa Sepanyol.

Bahasa Sepanyol Tahap I (2/2009)

Kursus ini dijalankan dari 5 Oktober hingga 28 Disember 2009 untuk 14 orang peserta dari Dewan Bahasa dan Pustaka, Lembaga Penggalakan Pelancongan Malaysia, Jabatan Kebajikan Masyarakat, Jabatan Perdana Menteri, Kementerian Pelajaran, Perbadanan Pembangunan Perdagangan Luar Malaysia, Kementerian Perdagangan Antarabangsa dan Industri, dan IDFR.

Objektif utama kursus ini adalah untuk memberi gambaran menyeluruh mengenai bahasa Sepanyol kepada para peserta dengan menjurus kepada sebutan yang diucapkan dalam situasi formal dan tidak formal. Fungsi bahasa yang telah diperkenalkan termasuklah cara untuk memperkenalkan diri dan orang lain, membuat permintaan, memesan makanan di restoran, menggunakan bahasa yang sesuai semasa bertemu dan berpisah, dan menerangkan tentang manusia, tempat dan barang.

Bahasa Sepanyol Tahap II (untuk Pegawai Kementerian Luar Negeri)

Kursus ini telah dijalankan dari 11 Ogos hingga 17 Disember 2009 untuk enam orang pegawai dari Bahagian Amerika, Kementerian Luar Negeri.

Objektif kursus ini adalah untuk melengkapkan para peserta dengan kemahiran untuk menggunakan panggilan yang bersesuaian semasa menyapa seseorang, bercakap mengenai aktiviti-aktiviti berkaitan kerja dan rutin harian, menjawab telefon, serta mempelawa, menerima atau menolak jemputan. Kesemua peserta menunjukkan minat dan motivasi untuk mempelajari bahasa tersebut.

A photograph of a traditional Chinese ceremony. Several individuals in elaborate costumes are gathered on a set of stone steps. In the center, a woman in a yellow and green outfit holds a large, ornate ceremonial object. To her left, a man in a green and gold robe stands. Behind them, another woman in a red and white outfit is visible. The background features a colorful mural depicting a landscape with mountains and buildings.

BAHAGIAN PENGAJIAN AKADEMIK, PENYELIDIKAN DAN PENERBITAN

BAHAGIAN PENGAJIAN AKADEMIK, PENYELIDIKAN DAN PENERBITAN

Pada bulan Januari 2009, Profesor Dr. Chandran Jeshurun, seorang ahli sejarah dan akademik, telah menyertai IDFR sebagai Pengarah bahagian ini. Beliau telah dibantu oleh seorang Timbalan Pengarah, seorang Penolong Pengarah, seorang Pembantu Khas dan dua orang Pembantu Tadbir. Walau bagaimanapun, Profesor Dr. Chandran telah meninggal dunia pada bulan November. Ia merupakan satu kehilangan yang besar kepada IDFR. Namun, sepanjang tempoh sembilan bulan di IDFR, beliau telah memastikan beberapa projek telah dijalankan dengan jayanya.

Pada tahun 2009, bahagian ini telah menjalankan aktiviti-aktiviti berikut:

Perbincangan Mejabulat

Sebuah perbincangan mejabulat bertemakan ‘East Asia Community Building: The Role of ASEAN’ telah dianjurkan pada 12 Ogos 2009. Ini adalah kali ketiga ianya dianjurkan oleh IDFR dengan kerjasama Malaysia International Affairs Forum (MIAF) dan Tun Abdullah Ahmad Badawi, bekas Perdana Menteri Malaysia, telah menyampaikan ucaptama di majlis tersebut.

Perbincangan tersebut telah dibahagikan kepada tiga sesi; *Economic Realities of the ASEAN Plus Three (APT) Process, Political and Diplomatic Aspects, dan East Asia Community Development*. Seramai 12 pembentang kertas kerja dan hampir 75 orang peserta telah mengambil bahagian dalam program selama sehari itu.

Seminar Akademik

Bahagian ini telah menganjurkan dua seminar akademik dalam tahun 2009. Ia adalah sebahagian

daripada rancangan IDFR untuk mempelbagaikan aktiviti bahagian ini.

Seminar yang pertama bertajuk ‘Contemporary Asia-Pacific Security and the Role of Think Tanks’ dan telah dianjurkan pada 16 Mac 2009. Ceramah telah disampaikan oleh Dr. Tim Huxley, Pengarah Eksekutif, IISS-Asia, *Senior Fellow for Asia-Pacific Security* dan Penyunting, *Adelphi Papers*. Seminar yang kedua telah dijalankan pada 27 Mei 2009 dan bertajuk ‘The Role of Private Diplomacy: The HD Experience’. Martin Griffiths, Pengarah, Centre for Humanitarian Dialogue telah dijemput untuk membentangkan topik tersebut .

Kedua-dua seminar tersebut telah mendapat sambutan yang baik dan dihadiri oleh ramai bekas Duta Besar Malaysia, pegawai Wisma Putra dan agensi-agensi kerajaan yang lain, ahli akademik, para penyelidik, wakil-wakil media dan wakil-wakil organisasi bukan kerajaan. Satu sesi soal jawab dan perbincangan yang mendalam di penghujung kedua-dua seminar telah menjadikan seminar tersebut lebih berkesan.

Kerjasama dengan LSE IDEAS

Bahagian ini juga telah bekerjasama dengan Tan Sri Dr. Munir Majid, *Visiting Senior Fellow* dan Ketua, Southeast Asia International Affairs Programme di LSE IDEAS untuk menganjurkan satu sesi ceramah dan acara pelancaran buku. LSE IDEAS ialah pusat pengajian hal-ehwal antarabangsa, diplomasi dan strategi raya di London School of Economics and Political Science (LSE).

Ceramah yang bertajuk 'China and Southeast Asia' telah disampaikan oleh Profesor Arne Westad, seorang profesor dalam bidang Sejarah Antarabangsa di LSE. Beliau juga merupakan seorang pakar dalam bidang hubungan antarabangsa kontemporari. Seramai 69 orang peserta telah menghadiri ceramah yang diadakan pada 24 Ogos 2009 itu.

Acara pelancaran buku pula telah diadakan pada 15 September 2009. Buku yang bertajuk *When China Rules the World: The Rise of the Middle Kingdom and the End of the Western World* telah dilancarkan oleh Menteri Luar Negeri, Dato' Sri Anifah Aman. Buku tersebut telah ditulis oleh Martin Jacques, seorang lagi *Visiting Senior Fellow* di LSE IDEAS dan *Visiting Research Fellow* di LSE Asia Research Centre. Seramai 101 orang tetamu, termasuk Tun Abdullah Ahmad Badawi, telah menghadiri pelancaran buku tersebut.

Pada tahun 2009, bahagian ini juga telah menerbitkan:

Laporan Tahunan IDFR 2008

Laporan Tahunan IDFR 2008 telah diterbitkan pada bulan Mei 2009. ia memaparkan aktiviti-aktiviti IDFR sepanjang tahun 2008 dan semua bahagian telah bekerjasama untuk melaporkan aktiviti yang telah dijalankan oleh bahagian masing-masing.

Diplomatic Profile Series-Profiles of Malaysian Foreign Ministers: Abdullah Ahmad Badawi

Buku profil ini merupakan yang kedua di dalam sirinya, selepas Profil Tunku Abdul Rahman yang telah diterbitkan pada tahun 2008. Ia bertujuan untuk memberi penghormatan kepada Tun Abdullah Ahmad Badawi selaku Menteri Luar Negeri dari tahun 1991 hingga 1999. ia mengandungi artikel yang telah disumbang oleh beberapa bekas Duta Besar yang berpeluang berkhidmat dengan beliau ketika beliau menerajui Wisma Putra.

IDFR 2010 Training Programme 2010

Buku tersebut telah diterbit dan diedarkan pada awal Disember 2009. ia memaparkan program latihan yang akan ditawarkan di IDFR untuk tahun 2010, dan telah diedarkan kepada, antara lain, kementerian-kementerian dan agensi kerajaan, institut latihan, perpustakaan jabatan persekutuan, Perwakilan Malaysia di luar negara dan Perwakilan Asing di Kuala Lumpur.

Diplomatic Profile Series-Profiles of Malaysian Foreign Ministers: Dr. Ismail Abdul Rahman

Buku profil ini merupakan yang ketiga di dalam sirinya. ia merupakan satu analisis pengalaman, sumbangan dan pengorbanan Tun Dr. Ismail Abdul Rahman selaku Menteri Luar Negeri dari tahun 1959 hingga 1960, dan memberi penghargaan kepada beliau atas sumbangannya kepada sejarah hubungan luar dan diplomasi negara kita.

Malaysia's Territorial Disputes – Two Cases at the ICJ

Penerbitan ini merupakan yang kedua atas topik yang sama – Kes Pulau Batu Puteh, Batuan Tengah dan Tubir Selatan, dan Kes Pulau Ligitan dan Pulau Sipadan [dan Tuntutan Sabah]. Penerbitan yang pertama telah diterbitkan sebagai *Occasional Paper* pada tahun 2008 dan telah diterbitkan dalam bahasa Inggeris. Kini, ia diterbitkan dalam bentuk dwibahasa.



BAHAGIAN KHIDMAT PENGURUSAN DAN KORPORAT

BAHAGIAN KHIDMAT PENGURUSAN DAN KORPORAT

Bahagian Khidmat Pengurusan dan Korporat yang diwujudkan dalam tahun 2009, menyediakan rangka, infrastruktur dan perkhidmatan yang diperlukan untuk menyokong dan membantu IDFR sebagai sebuah institut latihan dalam bidang diplomasi. Bahagian ini terdiri daripada tiga seksyen, iaitu Seksyen Pentadbiran, Kewangan dan Sumber Manusia; Seksyen ICT dan Perpustakaan; dan Seksyen Perhubungan Awam dan Acara.

SEKSYEN PENTADBIRAN, KEWANGAN DAN SUMBER MANUSIA

Pada tahun 2009, Seksyen Pentadbiran, Kewangan dan Sumber Manusia diketuai oleh seorang Timbalan Pengarah yang dibantu oleh seorang Akauntan, seorang Penolong Akauntan dan 38 kakitangan sokongan. Seksyen ini bertanggungjawab ke atas urusan pentadbiran, kewangan dan perjawatan di IDFR.

Bengkel Pengurusan Manual Prosedur Kerja dan Fail Meja

Seksyen ini telah mengatur satu Bengkel Pengurusan Manual Prosedur Kerja (MPK) dan Fail Meja (FM) di IDFR, yang dikendalikan oleh Institut Tadbiran Awam Negara (INTAN), masing-masing pada 31 Julai 2009 dan 21 Ogos 2009. Bengkel ini diadakan bagi membolehkan pegawai dan kakitangan menyemak Manual Prosedur Kerja dan Fail Meja yang sedia ada serta mendapat pendedahan kepada penyediaan Fail Meja yang baru berdasarkan format yang telah ditetapkan oleh INTAN. Penyediaan MPK dan FM adalah penting kerana ia akan menjadi sumber rujukan untuk setiap pegawai dan kakitangan dalam menjalankan tugasnya serta memudahkan proses ambil alih tugas oleh pegawai dan kakitangan baru. Bengkel-bengkel ini telah dihadiri oleh 80 orang pegawai pelbagai gred.

Latihan ‘Fire Drill’

Dalam usaha untuk meningkatkan tahap keselamatan kakitangan, peserta kursus dan aset di IDFR, Seksyen Pentadbiran, Kewangan dan Sumber Manusia telah mengadakan satu sesi latihan ‘fire drill’ untuk semua kakitangan IDFR pada 6 Oktober 2009. Objektif utama latihan ini adalah untuk memastikan semua kakitangan dan peserta kursus di IDFR dapat mengosongkan bangunan dalam masa enam minit selepas alat penggera keselamatan berbunyi dan mereka dikehendaki berkumpul di ‘assembly point’ seperti yang telah ditentukan.

Pengurusan Kewangan dan Perakaunan

Pada tahun 2009, peruntukan sebanyak RM 10.8 juta telah diluluskan kepada IDFR. Peruntukan sebenar IDFR hanya berjumlah RM 8.1 juta. Sementara itu, perbelanjaan pengurusan sebenar bagi tahun 2009 pula adalah sebanyak RM 7.6 juta. Ini bermakna, prestasi perbelanjaan bagi tahun 2009 adalah 93.8%.

IDFR sentiasa berusaha mempertingkatkan tahap akauntabiliti dan kualiti pengurusan kewangannya. Ini dilaksanakan dengan mengambil beberapa langkah penting seperti berikut:

- Memantau serta mengawal perbelanjaan mengurus bagi semua Bahagian/Seksyen
- Mengadakan Mesyuarat Jawatankuasa Pengurusan Kewangan dan Akaun secara berjadual di peringkat kementerian dan IDFR bagi tujuan mengawal, memantau, mengesan dan menyelia semua urusan kewangan dan akaun
- Melaksana dan memperluaskan penggunaan Sistem Perancangan dan Kawalan Bajet Elektronik (eSPKB) bagi mempercepatkan proses bayaran dan menekankan aspek pengawalan peruntukan serta perbelanjaan
- Melaksanakan sistem e-Perolehan (eP) sepenuhnya yang membolehkan perolehan kerajaan diproses atas talian
- Melaksanakan Sistem Bayaran Pukal bagi memproses bayaran utiliti

SEKSYEN ICT DAN PERPUSTAKAAN

ICT

Pada tahun 2009, Seksyen ICT telah diketuai oleh seorang Timbalan Pengarah, dibantu oleh dua orang Pegawai Teknologi Maklumat, dua orang Penolong Pegawai Teknologi Maklumat dan dua orang Juruteknik Komputer. Seksyen ini bertanggungjawab sepenuhnya atas segala perkara yang berkaitan dengan Teknologi Maklumat dan Komunikasi (ICT) di IDFR. Secara keseluruhannya pada tahun 2009, Seksyen ini memberi tumpuan kepada penambahbaikan infrastruktur ICT di IDFR seperti menaik taraf sistem e-mel, memperkuatkannya tahap keselamatan rangkaian, memperluaskan liputan capaian internet tanpa wayar dan menukar ganti peralatan ICT yang wajar dilupuskan. Selain pelaksanaan projek-projek yang telah dirancang pada tahun tersebut, Seksyen ICT juga menyediakan kemudahan bantuan teknikal dan penyelenggaraan perkakasan serta perisian komputer kepada semua kakitangan IDFR.

Dalam usaha meningkatkan sistem penyampaian perkhidmatan kerajaan, Seksyen ICT telah mengambil langkah proaktif dengan menggantikan

sistem e-mel yang sedia ada. Sistem e-mel baru yang menggunakan *Microsoft Exchange 2007* ini berkeupayaan meningkatkan kualiti penghantaran e-mel dan ketersediaan menampung pertambahan pengguna e-mel pada masa akan datang. Selain itu, antara muka grafik sistem e-mel tersebut adalah lebih menarik dan dilengkapi dengan ciri-ciri tambahan seperti penyediaan dan perkongsian kalender, penerimaan e-mel yang boleh dibaca menerusi *Personal Digital Assistant (PDA)* dan keupayaan untuk menguruskan paparan antara muka e-mel oleh pengguna sendiri. Oleh itu, bagi melancarkan pelaksanaan projek ini, beberapa sesi latihan telah diadakan bagi membolehkan pengguna e-mel IDFR menggunakan platform e-mel yang baru pada tahun 2010.

Pengawalan dan pemantauan yang berkesan boleh menghindar pencerobohan yang tidak diingini oleh pihak luar. Lantaran itu, pada tahun 2009, Seksyen ICT telah memperkenalkan konsep *Active Directory (AD)* di IDFR, yang merupakan suatu perkhidmatan direktori bagi penyimpanan maklumat peralatan ICT yang terdapat di dalam rangkaian IDFR seperti daftar profil pengguna, komputer, perkongsian folder dan mesin pencetak yang boleh dicapai menerusi satu pangkalan data sahaja. Ia boleh diibaratkan sebagai sebuah buku panduan telefon atau *yellow pages* yang menyimpan nombor telefon dan alamat pengguna. AD menyediakan kemudahan kepada Pentadbir Rangkaian dalam menguruskan maklumat tersebut secara berpusat. Pihak pentadbir tidak perlu hadir ke lokasi pengguna sekiranya terdapat permasalahan. Sebagai contoh, kerja-kerja konfigurasi profil pengguna, polisi kumpulan pengguna dan komputer boleh dilaksanakan dari jarak jauh (*remote access*).

Perkembangan teknologi yang semakin pesat secara tidak langsung boleh menyebabkan peningkatan jenayah siber. Bagi memastikan rangkaian IDFR tidak diceroboh dan menjadi mangsa kepada penjenayah siber, Seksyen ICT mengambil inisiatif untuk memperkuatkannya lagi tahap keselamatan rangkaian IDFR. Oleh itu, perolehan satu unit *Firewall Fortigate* telah dibuat bagi menggantikan *firewall* lama. *Firewall* baru ini dilengkapi dengan ciri-ciri keselamatan yang berupaya mengimbas dan menapis segala transaksi

data yang keluar masuk daripada rangkaian IDFR. Data-data yang dikenal pasti sebagai ancaman virus, *spam* atau bahan terlarang dan sebagainya, tidak dibenar melepas rangkaian IDFR. Melalui *firewall* ini juga, laman web yang tidak sewajarnya dicapai oleh pengguna akan disekat. Secara tidak langsung, dengan perolehan *firewall* ini, ia dapat membantu menyokong pemantauan berkala pihak Seksyen ICT dalam mengenal pasti sebarang keadaan yang mencurigakan demi menjamin tahap keselamatan rangkaian IDFR sentiasa berada dalam keadaan selamat dan sedia guna setiap masa.

Selain itu, dalam menjamin tahap kebolehcapaian data pada setiap masa, perolehan satu unit *Uninterruptible Power Supply* (UPS) untuk *server* telah dibuat. UPS ini bertindak sebagai ‘back up’ kepada bekalan arus elektrik sekiranya berlaku masalah ketidadaan arus elektrik dan turut bertindak menstabilkan arus elektrik. Ia juga berkeupayaan memberikan maklumat terkini kepada pihak Seksyen ICT jika terdapat gangguan bekalan kuasa kepada semua *server* yang ditempatkan di bilik tersebut.

Selaras dengan Surat Pekeliling Am Bil. 4 Tahun 2006: Pengurusan Pengendalian Insiden Keselamatan Teknologi Maklumat dan Komunikasi (ICT) Sektor Awam yang dikeluarkan oleh MAMPU, semua agensi sektor awam yang melaksanakan infrastruktur ICT dikehendaki menubuhkan pasukan pengendalian insiden (*Computer Emergency Response Team* atau *CERT*) di agensi masing-masing. Seksyen ICT turut menyertai pasukan tersebut di bawah Kementerian Luar Negeri. Perkara ini telah dipersetujui menerusi Mesyuarat Jawatankuasa Pemandu ICT KLN Bil. 2/2009. Ahli-ahli yang telah dilantik akan bertindak sebagai *first level support* kepada *Government Computer Emergency Response Team (GCERT)* dan bertanggungjawab memaklumkan sebarang insiden keselamatan ICT kepada pihak pengurusan GCERT dan seterusnya melaksanakan tindakan sewajarnya dalam menangani sebarang permasalahan.

Bagi memastikan IDFR menjadi sebuah institut latihan setaraf dengan institut latihan antarabangsa yang lain, IDFR sentiasa berusaha untuk memastikan perkhidmatan dan kemudahan

prasarana yang disediakan kepada para pelanggannya berada pada tahap terbaik. Untuk menyokong hasrat tersebut, liputan rangkaian tanpa wayar (*wireless*) yang sedia ada telah diperluaskan ke bangunan Blok C, auditorium dan juga kafeteria. Penyediaan kemudahan ini bertujuan membolehkan peserta kursus dan pelawat yang datang ke IDFR membuat capaian internet dengan mudah.

Suasana persekitaran kerja yang kondusif adalah penting bagi meningkatkan produktiviti pekerja. Oleh itu, sejajar dengan pertambahan perjawatan di IDFR, Seksyen ICT berusaha untuk memperlengkapkan ruang kerja kakitangan IDFR, bilik kuliah dan makmal komputer dengan kemudahan peralatan ICT. Perolehan bagi 31 unit komputer peribadi, empat unit komputer riba, lapan unit pencetak, lima unit projektor dan dua unit *motorised screen* telah dibuat bagi menukar ganti peralatan yang wajar dilupuskan dan menambah baik kelengkapan ICT. Projektor dan *motorised screen* telah dipasang di Bilik Mesyuarat Eksekutif dan Bilik Mesyuarat Duta.

Perpustakaan

Selaras dengan misi IDFR, Seksyen Perpustakaan telah ditubuhkan untuk menyediakan kemudahan penyelidikan dan bahan rujukan untuk pegawai dan peserta kursus. Seksyen ini dikendalikan oleh seorang Timbalan Pengarah dan dibantu oleh seorang Penolong Pengarah serta tujuh orang kakitangan sokongan.

Seksyen Perpustakaan berhasrat membina satu koleksi yang lengkap dan terkini dari pelbagai bahan dalam bentuk bercetak dan multimedia berkaitan hubungan luar negeri seperti diplomasi, perhubungan antarabangsa, pengajian strategik dan lain-lain bidang yang berkaitan dengannya. Bahan perpustakaan boleh diakses melalui webOPAC perpustakaan di <http://www.idfr.gov.my/lib/opac1.php>

Seksyen Perpustakaan meneruskan usaha memantapkan lagi perkhidmatan yang disediakan melalui pengukuhan koleksi serta peningkatan khidmat rujukan untuk memenuhi keperluan maklumat IDFR dengan menggalakkan pembacaan

serta penyelidikan di kalangan pegawai dan peserta kursus.

Dalam tahun 2009, sejumlah 567 judul telah diperoleh manakala sebanyak 66 terbitan bersiri bercetak telah dilanggan. Perolehan bahan dibuat melalui pemilihan daripada katalog penerbit, kunjungan ke Pesta Buku Antarabangsa Kuala Lumpur 2009 dan judul yang dicadangkan oleh pensyarah dan pegawai IDFR. Seksyen Perpustakaan kini mempunyai sebanyak 72,680 jilid bahan terdiri daripada buku, jurnal, majalah, kertas kerja seminar, penerbitan IDFR, kertas projek, tesis dan bahan multimedia.

Selaras dengan perkembangan teknologi maklumat masa kini, sistem maklumat di IDFR sentiasa dikemaskini dan dipertingkatkan pelaksanaannya di mana Seksyen Perpustakaan telah melanggar sembilan pangkalan data tempatan dan antarabangsa untuk faedah pengguna.

Seksyen Perpustakaan turut menyediakan pelbagai perkhidmatan termasuk Perkhidmatan Pertanyaan Rujukan, Pinjaman antara Perpustakaan, Pengindeksan, Pengelasan dan Pengkatalogan Bahan Perpustakaan, Perkhidmatan Pangkalan Data Atas Talian, Internet dan Perkhidmatan Fotostat.

Pada tahun 2009, Seksyen Perpustakaan telah mempunyai seramai 367 ahli berdaftar. Jumlah pinjaman akses terbuka adalah sebanyak 6,280. Terdapat juga peningkatan dalam perkhidmatan pertanyaan rujukan yang dibuat melalui pelbagai saluran seperti e-mel, telefon, surat atau secara bersemuka. Jumlah pertanyaan rujukan bagi tahun 2009 adalah sebanyak 2,367.

Seksyen Perpustakaan juga telah berjaya menganjurkan Bengkel Kemahiran Pencarian Maklumat pada 20 Mei 2009. Objektif bengkel ini adalah untuk membantu pengguna perpustakaan, terutamanya peserta kursus, untuk mencari dan mendapatkan maklumat secara betul dan efektif dalam sesuatu subjek.

Ia juga telah menganjurkan sesi Perkongsian Pengetahuan berhubung Tatacara Pengendalian Majlis Rasmi untuk kakitangan IDFR pada 10 November 2009 bagi meningkatkan kefahaman, pengetahuan dan kemahiran mereka berkaitan peraturan, panduan dan etika dalam pengendalian sesuatu majlis rasmi.

Seksyen Perpustakaan berhasrat untuk meningkatkan lagi sumber maklumatnya dalam bidang diplomasi dan kajian strategik, mempakej dan berkongsi maklumat dalam pelbagai bentuk bagi menyokong sepenuhnya pelaksanaan program latihan dan penyelidikan IDFR.

Seksyen Perpustakaan dibuka dari pukul 7.30 pagi hingga 5.00 petang setiap hari kecuali Sabtu, Ahad dan cuti am. Walau bagaimanapun, waktu operasi boleh dilanjutkan atas permintaan.



KURSUS LATIHAN
DIPLOMATIK UNTUK
PEGAWAI PTD

KURSUS LATIHAN DIPLOMATIK UNTUK PEGAWAI PTD

Sebagai cabang latihan kepada Kementerian Luar Negeri, Malaysia, IDFR bertanggungjawab untuk melatih diplomat dan pegawai diplomatik kementerian. Setiap tahun, IDFR menganjurkan kursus yang memenuhi secara khusus kehendak dan keperluan kementerian.

Kursus Latihan Diplomatik untuk Pegawai PTD adalah salah satu kursus yang dianjurkan setiap tahun dan adalah teras kepada latihan di IDFR. Peserta kursus terdiri dari Pegawai Tadbir dan Diplomatik yang baru dilantik ke Kementerian Luar Negeri.

Fokus kursus selama empat bulan ini adalah untuk mengukuh serta meluaskan tahap intelektual para peserta dengan kemahiran pelbagai disiplin yang penting bagi memastikan mereka bersedia memainkan peranan serta memikul tanggungjawab sebagai pegawai diplomatik. Kursus ini menyentuh pelbagai subjek dan bidang. Antara modul-modul tersebut ialah Pengurusan Krisis; Penulisan Diplomatik; Mempertahankan Kepentingan Negara Malaysia; Perundingan Antarabangsa; Kemahiran Media; Komunikasi Silang Budaya; Etiket Makan Beradab; dan Bahasa Asing — sama ada bahasa Arab, Mandarin, Perancis atau Sepanyol.

Dalam usaha mengasah dan meningkatkan keyakinan para peserta dalam pengucapan awam, kemahiran pembentangan dan rundingan, para peserta dikehendaki mengambil bahagian di dalam latihan simulasi mesyuarat Majlis Keselamatan Pertubuhan Bangsa-Bangsa Bersatu. Para peserta juga perlu duduk di ‘kerusi panas’ semasa modul Mempertahankan Kepentingan Negara Malaysia di

mana mereka perlu memainkan peranan sebagai wakil Malaysia di luar negara dan membentang serta mempertahankan satu dasar negara dalam suasana simulasi sidang akhbar.

Kursus ini turut memberi peluang kepada para peserta untuk bertemu dan belajar daripada pengalaman dan pengetahuan tokoh-tokoh jemputan; antara lain termasuklah Tun Dr. Siti Hasmah Mohd. Ali, Tan Sri Razali Ismail, Laksamana Tan Sri Mohd. Anwar Mohd. Nor, Dr. Chandra Muzaffar dan Ambasador Kishan Rana dari DiploFoundation.

Sebagai sebahagian dari keperluan kursus ini, para peserta dikehendaki menyertai penempatan selama seminggu di Perwakilan Malaysia di luar negara. Ini adalah untuk membolehkan mereka memperoleh pendedahan dan pengalaman tentang keadaan sebenar bertugas di Perwakilan.

IDFR merancang untuk menjadikan kursus ini sebagai sebuah Program Diploma yang diiktiraf, dan sedang bekerjasama dengan Jabatan Perkhidmatan Awam bagi memenuhi keperluan yang dikehendaki.



SARJANA SAINS SOSIAL DALAM STRATEGI DAN DIPLOMASI

SARJANA SAINS SOSIAL DALAM STRATEGI DAN DIPLOMASI

Program Sarjana Sains Sosial dalam Strategi dan Diplomasi adalah anjuran bersama oleh IDFR dan Universiti Kebangsaan Malaysia (UKM), universiti yang menganugerahkan ijazah ini. Ianya kini dalam tahun ke-11 pelaksanaannya dan merupakan program intensif selama 13 bulan yang bertujuan untuk memberi pemahaman yang meluas tentang isu-isu penting berkaitan teori dan amalan dalam strategi dan diplomasi. Lebih dari 160 pelajar telah menamatkan pengajian dari program ini semenjak ia bermula. Pelajar untuk sesi pengambilan 2009/2010 terdiri dari 16 orang termasuk sembilan pelajar asing dari Afghanistan, Amerika Syarikat, Fiji, Guinea, Kanada, Maldives, Myanmar, Papua New Guinea dan Thailand.

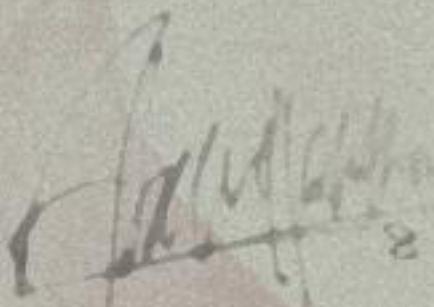
Program sarjana ini menyedia dan melengkapkan pelajar dari latar belakang akademik yang berbeza dengan kebolehan untuk mengkaji hubungan antara strategi dan diplomasi dalam konteks situasi global yang berubah-ubah. Ia memberi fokus kepada pemahaman yang lebih tentang isu strategik dan keselamatan; diplomasi; polisi luar; keamanan global; ekonomi politik antarabangsa; undang-undang antarabangsa; polisi keselamatan dan kajian serantau, untuk membolehkan mereka membuat analisis tentang senario dunia masa kini; untuk mempunyai pemahaman yang lebih tentang undang-undang dan organisasi antarabangsa; dan untuk menyediakan suatu forum untuk pertukaran idea dan pendapat yang sihat tentang isu kontemporari dalam strategi dan diplomasi. Pembelajaran dijalankan melalui kuliah, perbincangan, pembentangan, kerja berkumpulan, seminar, tugas, peperiksaan dan tesis.

Semua pemohon yang berminat untuk menyertai program ini mestilah mempunyai sekurang-kurangnya ijazah sarjana muda atau yang setaraf dengannya, dan kemahiran bertutur di dalam bahasa Inggeris. Pegawai yang sedang berkhidmat dalam sektor awam Malaysia mesti menyerahkan permohonan mereka melalui jabatan masing-masing dan memperoleh kelulusan untuk cuti sambil belajar ataupun mendapat Biasiswa Kerajaan.

Borang permohonan untuk program ini boleh dimuat turun dari www.idfr.gov.my, dan perlu sampai ke IDFR selewat-lewatnya pada 15 Januari setiap tahun.

Anggaran
Kampus IDFR

oleh


Dato' Seri Abdullah Ahmad Badawi
Perdana Menteri Malaysia

8 Januari 2009

PELANCARAN RASMI KAMPUS IDFR

PELANCARAN RASMI KAMPUS IDFR

8 Januari 2009 merupakan tarikh yang penting dalam sejarah IDFR. Pada hari tersebut, kampus IDFR di Jalan Wisma Putra telah dilancarkan secara rasminya. Ia kini terletak di tapak lama Kementerian Luar Negeri sebelum kementerian berpindah ke Putrajaya pada tahun 2001. Dari segi sejarah, IDFR terletak di tapak kediaman Almarhum Tunku Abdul Rahman Putra Al-Haj, bekas Perdana Menteri dan Menteri Hal-Ehwal Luar semasa beliau menjadi Ketua Menteri Persekutuan Tanah Melayu.

Bekas Perdana Menteri, Tun Abdullah Ahmad Badawi merupakan tetamu kehormat. Beliau disambut oleh Dato' Seri Utama Dr. Rais Yatim dan Dato' Seri Syed Hamid Albar; kedua-duanya merupakan bekas Menteri Luar Negeri. Beliau turut disambut oleh kakitangan IDFR yang berpakaian tradisional negara-negara di seluruh dunia. Tun Abdullah terus dibawa ke Galeri untuk menandatangani Buku Pelawat IDFR.

Tun Abdullah kemudiannya diiringi ke Auditorium IDFR, tempat pelancaran rasmi. Di dalam ucapannya, Tun Abdullah berkata bahawa "tempat ini, yang pada suatu ketika dahulu menjadi buaian kepada diplomasi kita dalam sejarah negara, kini telah menjadi tempat asuhan dan pusat latihan untuk generasi kini dan akan datang yang memilih kerjaya dalam bidang diplomasi". Untuk menekankan lagi tentang pentingnya peranan IDFR, Tun Abdullah berkata, "dalam menyediakan diplomat Malaysia untuk peranan penting yang perlu mereka mainkan, IDFR mestilah turut bersedia dan cekap dalam memainkan peranannya". Dengan tiga pukulan gong oleh Tun Abdullah, kampus IDFR telah dilancarkan dengan rasminya. Majlis pelancaran itu dihadiri oleh para pengamal dan mereka yang terkenal dalam bidang diplomasi dan hubungan antarabangsa.

Untuk memeriahkan lagi majlis pelancaran tersebut, IDFR telah menganjurkan pameran penerbitan. Agensi yang mengambil bahagian termasuklah Dewan Bahasa dan Pustaka; Institut Kajian Oksidental, UKM; Institut Asia-Eropah, UM; Pusat Pengajian ASEAN, UiTM; Fakulti Sains Sosial dan Kemanusiaan, UKM; Pusat Kajian Polisi dan Pengajian Antarabangsa (CENPRIS), USM; Jabatan Penerangan dan Diplomasi Awam, Kementerian Luar Negeri; INTAN; dan UUM, yang telah memperkenalkan penerbitan terbaru mereka. Pihak Kementerian juga telah menganjurkan 'Hari Bertemu Pelanggan' dan mengadakan pameran gambar.

Sejurus selepas majlis pelancaran, Tun Abdullah telah dibawa melawat IDFR dan kawasan pameran sebelum beliau diiringi ke Dewan Serbaguna untuk jamuan makan tengahari bersama para tetamu yang lain.

Plak yang telah ditandatangani oleh Tun Abdullah sewaktu pelancaran tersebut, kini dengan bangganya dipamerkan di lobi utama IDFR.



◀ Para peserta Kursus Latihan Diplomatik untuk Pegawai PTD 2009 semasa sesi simulasi Majlis Keselamatan Pertubuhan Bangsa-Bangsa Bersatu

Participants of the Diplomatic Training Course for PTD Officers 2009 during a simulation session of the United Nations Security Council

Salah seorang peserta Kursus Latihan Diplomatik untuk Peserta Antarabangsa menerima sijilnya daripada Dato' Rohana Ramli, Pengarah Kanan IDFR

A participant of the Diplomatic Training Course for International Participants receiving his certificate from Dato' Rohana Ramli, Senior Director of IDFR



◀ Para peserta Kursus Pertengahan Kerjaya untuk Diplomat sedang berkongsi idea

Participants of the Mid-Career Course for Diplomats during a brainstorming session

Para pelajar Sarjana sesi 2008/2009 bergambar bersama Pengerusi Eksekutif dan pegawai kanan IDFR selepas jamuan makan perpisahan yang dianjurkan untuk mereka

The 2008/2009 Masters students with the Executive Chairman and senior officers of IDFR after the farewell luncheon organised for them



◀ Salah satu saat melucukan semasa Kursus Orientasi untuk Ketua-ketua Perwakilan dan Pasangan

One of the many lighter moments during the Orientation Course for Heads of Mission and Their Spouses

Tan Sri Hasmy Agam memberi ucapan selamat datang kepada para peserta Kursus Pra-Penempatan bagi Pegawai dan Pasangan

Tan Sri Hasmy Agam welcoming the participants of the Pre-Posting Orientation Course for Officers and Their Spouses





◀ Para peserta Kursus Pengurusan Krisis untuk Peserta Antarabangsa, bersama beberapa pelatih IDFR dari Universiti Islam Antarabangsa Malaysia, semasa lawatan ke KLCC

The participants of the Crisis Management for International Participants Course, together with several IDFR trainees from Universiti Islam Antarabangsa Malaysia, during a visit to KLCC

Para peserta Bengkel Diplomasi Awam dan Kemahiran Media ▶

Participants of the Workshop on Public Diplomacy and Media Skills



◀ Para peserta Program Serantau Komanwel dalam Latihan Diplomatik semasa jamuan makan malam di Restoran Seri Melayu

The participants of the Commonwealth Regional Programme in Diplomatic Training during a dinner at Seri Melayu Restaurant

Dato' Sri Anifah Aman, Menteri Luar Negeri, bersama-sama para peserta Kursus Orientasi untuk Diplomasi

Dato' Sri Anifah Aman, the Foreign Minister, with participants of the Orientation Course for Diplomacy



◀ Tan Sri Rastam Mohd. Isa, Ketua Setiausaha, turut menyertai 'Fine Dining Practicum' semasa Kursus Orientasi untuk Diplomasi

Tan Sri Rastam Mohd. Isa, Secretary General, also participated in the Fine Dining Practicum during the Orientation Course for Diplomacy

Encik Kamal Malhotra dari Program Pembangunan Pertubuhan Bangsa-Bangsa Bersatu merupakan salah seorang penceramah jemputan IDFR

Mr. Kamal Malhotra of the United Nations Development Programme was one of IDFR's guest speakers





◀ Sir Peter Ricketts, Setiausaha Tetap Pejabat Luar British dan Komanwel, semasa perbincangan mejabulat bertajuk 'Foreign Policy in an Era of Globalisation'

Sir Peter Ricketts, the Permanent Under Secretary of the British Foreign and Commonwealth Office, during the roundtable discussion on 'Foreign Policy in an Era of Globalisation'

Reverend Jesse Louis Jackson, Sr. bersalaman dengan sebahagian tetamu yang hadir di ceramah umum bertajuk 'Building a Culture of Peace and Development in a Globalised World'

Reverend Jesse Louis Jackson, Sr. greeting some of the guests who attended the public lecture on 'Building a Culture of Peace and Development in a Globalised World'



◀ Datuk Ernest Bower, bekas Presiden Majlis Perniagaan AS-ASEAN dan rakan kongsi di BrooksBower Asia, di perbincangan mejabulat yang bertajuk 'The Obama Team: The New US President's Line Up and How They Will Relate to Southeast Asia'

Datuk Ernest Bower, the former President of US-ASEAN Business Council and partner at BrooksBower Asia, at the roundtable on 'The Obama Team: The New US President's Line Up and How They Will Relate to Southeast Asia'

Tun Musa Hitam menyampaikan ucaptama yang bertajuk 'The Rise of China as a Global Power: Its Implications for Malaysia, the Region and the World' semasa Bengkel Hubungan Malaysia-China: Perspektif Dua Hala, Rantau dan Global

Tun Musa Hitam delivering his keynote address entitled 'The Rise of China as a Global Power: Its Implications for Malaysia, the Region and the World' during the Workshop on Malaysia-China Relations: Bilateral, Regional and Global Perspectives



◀ Sebahagian tetamu yang sedang mendengar ucaptama oleh Tun Musa Hitam

Among the guests listening to the keynote address by Tun Musa Hitam

T.Y.T. Vincent Piket, Ketua Delegasi Suruhanjaya Eropah ke Malaysia sewaktu siri mejabulat IDFR-IKON 3D yang bertajuk 'The European Union and ASEAN: Current Challenges and Future Prospects'

H.E. Vincent Piket, Head of Delegation of the European Commission to Malaysia during the IDFR-IKON 3D Series Roundtable on 'The European Union and ASEAN: Current Challenges and Future Prospects'





◀ T.Y.T. Sergio De Souza Fontes Arruda, Duta Besar Brazil ke Malaysia sewaktu berada di Universiti Kebangsaan Malaysia untuk berucap di siri mejabulat IDFR-IKON 3D yang bertajuk 'Enhancing Latin America's Linkages with Asia/ASEAN: A Brazilian Perspective'

H.E. Sergio De Souza Fontes Arruda, Ambassador of Brazil to Malaysia at Universiti Kebangsaan Malaysia to speak at the IDFR-IKON 3D Series Roundtable on 'Enhancing Latin America's Linkages with Asia/ASEAN: A Brazilian Perspective'

Cik Marrie Y. Schaefer daripada Kedutaan Besar Amerika Syarikat menyampaikan ceramah beliau yang bertajuk 'The Role of Missions in Public Diplomacy' sewaktu Bengkel Diplomasi Awam dan Kemahiran Media 2/2009

Ms. Marrie Y. Schaefer from the US Embassy giving a lecture on 'The Role of Missions in Public Diplomacy' during the Workshop on Public Diplomacy and Media Skills 2/2009



◀ Peserta Bengkel Perundangan Awam Antarabangsa semasa sesi ceramah bertajuk 'International Humanitarian Law'

Participants of the Workshop on Public International Law during a lecture on 'International Humanitarian Law'

Peserta kursus Perbualan Bahasa Malaysia
berlatih menggunakan bahasa Malaysia ▶

*Course participants of the Conversational Malay
Course practising their Malay*



◀ Peserta kursus Effective
Presentation Skills

*Effective Presentation Skills
course participants*

Peserta kursus Speaking Skills: Say It Right ▶

Speaking Skills: Say It Right course participants





◀ Puan Sri Mudlifah Mohd. Yusoff, isteri kepada Pengurus Eksekutif, menerima sijil beliau sewaktu majlis penutup dan penyampaian sijil untuk kursus bahasa Arab Tahap 1

Puan Sri Mudlifah Mohd. Yusoff, wife of the Executive Chairman, receiving her certificate during the closing and certificate presentation ceremony for Arabic Level 1

T.Y.T. Silvia Castro De Gonzalez, Duta Besar Colombia di majlis penutup dan penyampaian sijil untuk kursus bahasa Sepanyol Tahap 1

H.E. Silvia Castro De Gonzalez, Colombian Ambassador at the closing and certificate presentation ceremony of Spanish Level 1



◀ Kakitangan IDFR sedang berlatih bertutur dalam bahasa Perancis

IDFR staff practising their French

Dato' Sri Anifah Aman, Menteri Luar Negeri, bersama Encik Martin Jacques sewaktu pelancaran buku yang bertajuk *When China Rules the World: The Rise of the Middle Kingdom and the End of the Western World*

Dato' Sri Anifah Aman, the Foreign Minister, with Mr. Martin Jacques during the launch of the book entitled 'When China Rules the World: The Rise of the Middle Kingdom and the End of the Western World'



◀ Di antara para peserta yang menyertai seminar yang bertajuk 'Contemporary Asia-Pacific Security and the Role of Think Tanks'

Among the participants who attended the seminar on 'Contemporary Asia-Pacific Security and the Role of Think Tanks'

Encik Martin Griffiths memberikan ceramah yang bertajuk 'The Role of Private Diplomacy: The HD Experience'

Mr. Martin Griffiths speaking on 'The Role of Private Diplomacy: The HD Experience'





◀ Di antara pembentang kertas kerja di perbincangan mejabulat anjuran bersama IDFR dan Malaysia International Affairs Forum (MIAF)

Among the paper presenters at the roundtable coorganised by IDFR and the Malaysia International Affairs Forum (MIAF)

T.Y.T. Penny Williams, Pesuruhjaya Tinggi Australia ke Malaysia, merupakan antara tetamu khas yang hadir ke perbincangan mejabulat anjuran bersama IDFR dan Malaysia International Affairs Forum (MIAF)

H.E. Penny Williams, Australian High Commissioner to Malaysia, was among the special guests at the roundtable discussion coorganised by IDFR and the Malaysia International Affairs Forum (MIAF)



◀ Penerbitan IDFR pada tahun 2009

IDFR publications in 2009

Dato' Sri Anifah Aman, Menteri Luar Negeri, berkenalan dengan pegawai dan kakitangan semasa lawatan pertamanya ke IDFR

Dato' Sri Anifah Aman, the Foreign Minister, meeting the officers and staff during his first visit to IDFR



◀ Menteri Luar Negeri dan Timbalan-timbalan Menteri Luar Negeri dibawa melawat sekitar IDFR oleh Tan Sri Hasmy Agam

The Foreign Minister and the Deputy Foreign Ministers being taken on a tour of IDFR by Tan Sri Hasmy Agam

Sesi latihan sistem e-mel baru yang dihadiri oleh Pengurus Eksekutif dan Ketua-ketua Bahagian, bertempat di Makmal Komputer IDFR

The training session on the new e-mail system, attended by the Executive Chairman and Heads of Department, took place in the IDFR Computer Lab





◀ Para Pelatih IDFR sedang belajar menari tarian zapin di Istana Budaya

*IDFR trainees learning the 'zapin'
at Istana Budaya*

Kakitangan IDFR bermain 'musical chair' ▶
semasa Hari Keluarga IDFR

*IDFR staff playing 'musical chair'
during its Family Day*



◀ Kejohanan boling IDFR di Berjaya Times Square

*IDFR's bowling tournament at
Berjaya Times Square*

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MESSAGE FROM THE SECRETARY GENERAL, MINISTRY OF FOREIGN AFFAIRS, MALAYSIA

I wish to congratulate IDFR for successfully conducting all the courses that had been planned for the year 2009. I am pleased that IDFR has been able to maintain the quality of its training courses and also ensure their continued relevance. A fast-changing and dynamic world demands the best out of Malaysia's corps of professional diplomats and civil service officers serving the nation at home and abroad. The training and skills development provided by IDFR continue to be highly valuable for them.

The courses at IDFR have benefitted many. They are not only offered to our own diplomats and other Malaysian Government officers but also to those from other developing countries under the Malaysian Technical Cooperation Programme (MTCP). IDFR has been able to equip these diplomats and officers with knowledge and expertise in the field of diplomacy and international relations as well as help to sharpen their professional skills in such areas as cross-cultural communication, public diplomacy and other related fields. I am also delighted that IDFR places equal importance to the training of its own officers and staff to enhance its service delivery.

I am encouraged to note that IDFR has widened its scope and increased the number of courses offered. The Regional Studies programme first introduced in 2008 focusing on the African region, was followed by a seminar on China in August 2009. This was done in commemoration of the 35th anniversary of the Malaysia and China diplomatic relations. The seminar received positive response from the Heads of Foreign Missions in Kuala Lumpur, former Malaysian Ambassadors to China, academicians, government officers, and executives from government-linked companies.

I am pleased that IDFR had, for the first time, offered a Mandarin language module to the Diplomatic Training Course for PTD Officers in 2009. This is a move in the right direction. Prior to this, IDFR only offered Arabic, French and Spanish to course participants. I would like to encourage all officers and staff of the Ministry of Foreign Affairs and other ministries and government agencies to take advantage of the foreign language classes organised by IDFR in the evenings.

I am also pleased that IDFR has taken the initiative to upgrade the status of the Diplomatic Training Course for PTD Officers to a Diploma Programme. Beginning 2010, participants of this course will be conferred a 'Diploma in Diplomacy'. This is indeed a welcome development and would add to the stature of the Institute.

Public lectures and roundtable discussions on international relations are also part of IDFR training activities. Through such events, IDFR continues to play its role in creating awareness and understanding of international relations. The number of participants who attended IDFR's public lectures and roundtable discussions in 2009, numbering more than 1000, reflects IDFR's prestige as a diplomatic training institute that is able to organise programmes of interest to practitioners of diplomacy and international relations.

IDFR has also continued its effort to establish networking with diplomatic institutes and other relevant organisations and agencies. Its participation in the annual meetings of 'Deans and Directors of Diplomatic Academies and Institutes of International Relations' and 'Deans and Directors

of Diplomatic Training Institutes of ASEAN Plus 3' would contribute towards enhancing its reputation as a centre of excellence in the field of diplomatic training in the Asian region. IDFR's collaboration with the International Peace Foundation – a non-political and a non-religious foundation based in Vienna, Austria under the common patronage of 21 Nobel Peace Prize Laureates – when they organised a very well-attended dialogue session entitled 'Building a Culture of Peace and Development in a Globalised World' in April 2009 with the Reverend Jesse Jackson, Sr. as Keynote Speaker, is a very laudable effort. I trust that this will pave the way for more such collaborations with other relevant international organisations and agencies in the interest of promoting further the image and prestige of IDFR.

I wish to commend IDFR for bringing out the publications entitled *Malaysia's Territorial Disputes: Two Cases at the ICJ* and the Diplomatic Profile Series of two former Foreign Ministers, namely, Tun Abdullah Ahmad Badawi and Tun Dr. Ismail Abdul Rahman. I look forward to more of such publications which will record for posterity the contributions of distinguished personalities of a bygone era of our history as a nation.

I offer my sincere appreciation to Tan Sri Hasmy Agam, Executive Chairman of IDFR, and officers and staff of IDFR for their commitment, dedication and professionalism, and congratulate the Institute for all its achievements.

Thank you.

"1 Malaysia: People First, Performance Now"

TAN SRI RASTAM MOHD. ISA





FOREWORD BY THE EXECUTIVE CHAIRMAN OF IDFR

IDFR was privileged to welcome on 10 April 2009, our newly appointed Minister of Foreign Affairs, Dato' Sri Anifah Aman, who visited the Institute with his two newly-appointed Deputies for a briefing on IDFR's programmes and activities.

For the year under review IDFR had successfully organised all of its scheduled training programmes and activities, thanks to the commitment and dedication of all its officers and staff, as well as the continuing support of the Ministry of Foreign Affairs and other agencies and institutions, and our guest lecturers.

A total of 48 courses were successfully organised in 2009. As the training arm of the Ministry, IDFR's core business is the training of diplomats and other Government officers in the field of diplomacy and international affairs. In this regard IDFR conducted courses catered to the needs of the Ministry. At the request of the Foreign Minister, a special course was organised to enhance participants' knowledge and professional skills, especially in the areas of public diplomacy and media skills, conference diplomacy, and fine dining etiquette, among others. Twenty-five senior officers of the Ministry attended the intensive one-day course. The Minister not only officiated at the opening of the course but also participated in a few sessions,

as did his two newly-appointed Deputies. We are grateful to the Minister for his strong support for IDFR which clearly reflects his recognition of the importance of the acquisition of knowledge, expertise and skills for a profession that has to keep abreast of developments in a rapidly changing and dynamic international environment of today.

IDFR also continued to conduct various training courses for other Malaysian Government ministries and agencies, as well as courses for officials of developing countries under the sponsorship of the Malaysian Technical Cooperation Programme (MTCP) and continues to receive requests from other governments which IDFR tries to accommodate within its existing resources.

Aside from conducting training courses IDFR also organised public lectures, seminars and roundtable discussions focusing on issues of foreign policy and international affairs. In April, IDFR in collaboration with the Vienna-based International Peace Foundation (IPF) organised a well-attended public lecture given by the Reverend Jesse Louis Jackson, Sr., one of America's foremost civil rights and political leaders, who spoke on 'Building a Culture of Peace and Development in a Globalised World'. In August, Tun Musa Hitam, former Deputy Prime Minister of Malaysia and Joint Co-Chairman

of Malaysia-China Business Council, delivered a keynote address in the IDFR Auditorium during a workshop held to commemorate the 35th year of diplomatic relations between Malaysia and China. In the same month, in collaboration with Tan Sri Dr. Munir Majid, Senior Visiting Fellow of the LSE IDEAS Southeast Asia Programme, IDFR organised a public lecture by LSE IDEAS co-director Dr. Arne Westad on the topic 'China and Southeast Asia'. Among those who attended was former Prime Minister Tun Abdullah Ahmad Badawi. In September the Foreign Minister spoke at another IDFR-LSE IDEAS programme in connection with the book launch of Martin Jacques' *When China Rules the World* which was chaired by Tan Sri Dr. Munir Majid, who is also IDFR Distinguished Fellow.

As part of its continuing efforts to establish strategic linkages, strengthen ties, and learn and emulate the best practices of other diplomatic academies, IDFR participated in the 37th Meeting of Deans and Directors of Diplomatic Academies and Institutes of International Relations in Vienna, Austria, and the Sixth Annual Meeting of Deans and Directors of Diplomatic Training Institutes of ASEAN Plus 3 in Seoul, Republic of Korea.

In its research and publication programme three new publications were added to IDFR's growing list of published reading materials in 2009. The first

was a bilingual publication of the two cases brought by Malaysia for adjudication to the International Court of Justice entitled *Malaysia's Territorial Disputes-Two Cases at the ICJ*. The other two publications were additions to its Diplomatic Profiles Series focusing on the country's past Foreign Ministers as a tribute to their achievements and service to the nation. This time the focus was on Tun Abdullah Ahmad Badawi and Tun Dr. Ismail Abdul Rahman, both of whom had served in that position.

IDFR had earlier undertaken a pilot project on Key Performance Indicators (KPI) to monitor the quality of its training courses and related activities. These were further improved and streamlined with those of the Ministry's following the Prime Minister's initiative on KPIs and KRAs for the public service.

The joint Master's programme with Universiti Kebangsaan Malaysia (UKM) on Strategy and Diplomacy has reached its eleventh year, and to date, it has produced more than 160 alumni. IDFR also has a collaborative Roundtable programme with UKM's Institute of Occidental Studies (IKON) and will continue to explore other collaborative arrangements with local and foreign universities, and training and research institutions.

IDFR continued its linkage with Fulbright when it welcomed another Fulbright scholar, Mr. Brian Neall Hoffman from the University of Louisville, Kentucky, USA, who will be undertaking research at IDFR on confidence-building measures in the Spratly Islands until June 2010.

During the year under review IDFR also continued with its internship programme by accepting nine students from Universiti Utara Malaysia (UUM) and four from Universiti Islam Antarabangsa Malaysia (UIAM) into the various divisions at IDFR, as part of their academic studies requirement.

I am pleased that IDFR has been able to successfully carry out its mission for 2009, thanks to the high dedication and commitment of its officers and staff. I am confident that with the continued support and dedication of all concerned, the Institute will make further progress and be able to accomplish all of its goals and objectives.

In early November 2009 we were saddened by the passing away of our colleague, Dr. Chandran Jeshurun, Director of the Academic Studies,

Research and Publication Division after a short illness. I would like to take this opportunity to pay tribute to the memory of the late Dr. Chandran Jeshurun who contributed enormously in strengthening our research and publication programme and in arranging a number of interesting roundtable discussions, including the two above-mentioned well-attended roundtables in collaboration with the LSE.

Finally, I would like to record my sincere thanks and gratitude to Tan Sri Rastam Mohd. Isa, Secretary General of the Ministry of Foreign Affairs, for his continuing strong interest in and support for IDFR and its programmes and activities.

TAN SRI HASMY AGAM



**INSTITUT DIPLOMASI DAN
HUBUNGAN LUAR NEGERI**

Institute of Diplomacy and Foreign Relation

**INSTITUTE OF
DIPLOMACY AND FOREIGN
RELATIONS (IDFR)**

INSTITUTE OF DIPLOMACY AND FOREIGN RELATIONS (IDFR)

The Institute of Diplomacy and Foreign Relations (IDFR) was established on 1 July 1991 under the Prime Minister's Department following a Cabinet decision on 6 March the same year. IDFR officially became part of the Ministry of Foreign Affairs, Malaysia on 27 March 2004. On 8 January 2009, the IDFR Campus on Jalan Wisma Putra was officially launched by former Prime Minister, Tun Abdullah Ahmad Badawi.

IDFR offers various training courses for young diplomats to enable them to be prepared to face the many challenges in promoting and defending Malaysia's foreign policy. IDFR also conducts training courses for mid-career and senior diplomats including Ambassadors and their spouses. IDFR not only caters for Wisma Putra's officers but also officers from other ministries and agencies. IDFR also provides language courses namely Arabic, English, French, Malay, Mandarin and Spanish. All these courses are conducted by professors from both local and foreign universities, representatives from NGOs, both former and serving ambassadors, distinguished experts in specific backgrounds and IDFR officers.

IDFR training courses are also offered to participants from developing countries under the Malaysian Technical Cooperation Programme (MTCP), as well as from ASEAN, Colombo Plan member countries and Commonwealth countries.

IDFR course participants and trainees have numerous opportunities to participate in workshops, seminars, roundtable discussions and public lectures held in IDFR and other venues. Tun Musa Hitam and Reverend Jesse Louis Jackson, Sr. were among the prominent guests speakers in 2009.

The IDFR's Master of Social Science in Strategy and Diplomacy programme is jointly conducted with Universiti Kebangsaan Malaysia (UKM). The year 2009 marked its 11th year of implementation and is an intensive full-time 13-month programme. The students for the current intake are from Afghanistan, Canada, Fiji, Guinea, Malaysia, Maldives, Myanmar, Papua New Guinea, Thailand and the United States of America.

IDFR also accommodates local and foreign scholars on internship programmes. To date, IDFR has had interns from Universiti Islam Antarabangsa Malaysia (UIAM), Universiti Kebangsaan Malaysia (UKM), Universiti Malaya (UM), Universiti Malaysia Sarawak (UNIMAS), Universiti Sains Malaysia (USM), Universiti Teknologi Malaysia (UTM), Universiti Teknologi MARA (UiTM) and Universiti Utara Malaysia (UUM).

Vision

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

Mission

- To develop a corps of diplomatic officers who will be able to assertively promote and defend the country's national interests in keeping with the ever increasing pace and breadth of modern day diplomacy resulting from global changes
- To equip officers with in-depth knowledge, professional skills and the right attitude required in the conduct of foreign relations
- To prepare diplomats and officers from other agencies and ministries (including spouses) for the realities of working abroad by conducting customised courses

Divisions in IDFR

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

Courses/Programmes in IDFR

IDFR offers training courses/programmes under the following broad areas of expertise:

- *Diplomatic Training Course*
to upgrade the professionalism level of diplomatic service officers
- *Orientation Programme*
to prepare diplomatic service officers to work at post abroad
- *Regional Studies Programme*
to provide overall understanding and to disseminate knowledge which can bring about a better appreciation and understanding of each region

- *Language Training Programme*
to provide intensive and regular language courses in Arabic, English, Malay, Mandarin, French and Spanish, as well as training in speech writing and English language for diplomacy
- *Master of Social Science in Strategy and Diplomacy Programme*
to provide a broad-based understanding of international relations and foreign policy

Facilities in IDFR

Among the facilities available at IDFR are:

- A fully-equipped library, complete with self-access learning resources. This library won the 'Perpustakaan Cemerlang Perkhidmatan Awam' award in 2006
- An auditorium which can accommodate up to 250 people, with PA and theatre lighting systems
- A multipurpose hall that can accommodate up to 500 people
- 60 international standard hostel rooms, inclusive of ten suites
- Training and conference rooms and a fully-equipped language lab
- Wireless infrastructure coverage at the meeting rooms, auditorium and also cafeteria
- Gymnasium, swimming pool, tennis and squash courts for recreational activities

Funding

The Institute's programmes are fully funded by the Malaysian government.



OFFICERS AND STAFF OF IDFR

OFFICERS AND STAFF OF IDFR



Tan Sri Hasmy Agam
Executive Chairman



**Ambassador
Abdullah Faiz Zain**
Senior Director
(from 10 November 2009)



Dato' Rohana Ramli
Senior Director
(until 9 November 2009)



Dr. Chandran Jeshurun
Director of Academic Studies,
Research and Publication
Division
(passed away on 3 November 2009)



Vasudiwan a/l Narayanan
Director of Training Division
(Acting)



Rozanah Ibrahim
Director of Language Division



Gurdev Singh a/l Bhag Singh
Senior Deputy Director
of Training Division
(until 30 April 2009)



Mohd. Haniff Abd. Rahman
Senior Deputy Director
of Training Division
(until 10 November 2009)



Gloria Corina Anak Peter Tiwet
Senior Deputy Director of Training Division
(from 12 November 2009)



Satish Ranggayah
Deputy Director of Training Division
(until 26 April 2009)



Noraini Awang Nong
Deputy Director of Academic Studies, Research and Publication Division



Abdul Rahimi Ahmad Shamsuil
Deputy Director of Administration, Finance and Human Resource Section
(until 31 December 2009)



Nor Obaidah Abidin
Deputy Director of Library Section
(until 18 January 2009)



Kamariah Jaafar
Deputy Director of Library Section
(from 19 January 2009)



Zaiza Haji Ali
Deputy Director of ICT Section



M. Georgina Ann Zachariah
Special Officer to the Executive Chairman



Alex Chee Wern Wye
Assistant Director of Training Division



Zarina Md. Yusuf
Assistant Director of Training Division



Edriely Ibrahim
Assistant Director of Training Division
(until 3 May 2009)



Jaganathan a/l Krishnasamy
Assistant Director of Training Division
(from 29 June 2009)



Mohd. Shahafeez Shaharis
Assistant Director of
Training Division



Azmah Mahmud
Assistant Director of
Training Division



Wan Faizah Wan Yusoff
English Language Officer



Joyce Abraham
English Language Officer



Hassan Mohd. Ali@Mat Ali
Arabic Language Officer



**Agustin Gutierrez C.
Abdullah**
Spanish Language Officer



Jeanette Daina
French Language Officer



Dzuita Mohamed
Assistant Director of
Academic Studies, Research
and Publication Division



Ghazali Shafie
Accountant



Farashima Aini Mhd. Ali
Assistant Director of
Corporate Affairs Section



Zaidi Abdul Rahman
Assistant Director of
Library Section



Roziyana Che Othman
Information Technology
Officer



Badriyah Johari
Information Technology
Officer



Shasriman Aziz
Assistant Information
Technology Officer



Izura Ismail
Assistant Information
Technology Officer



Siti Najmah Zakaria
Assistant Administrative
Officer



Teoh Soo Kiang
Warden
(until 2 June 2009)



Mohd. Alif Noor Ismail
Assistant Warden
(until 6 November 2009)



Nor Akma Musa
Assistant Accountant
(until 31 May 2009)



Suriya Zanariya Zakaria
Assistant Accountant
(from 1 June 2009)



Sarinah Bonot
Assistant Librarian



Mohd. Noor Ahmad Jusoh
Senior Accounts Assistant



Mat Basir Jaafar
Senior Accounts Assistant



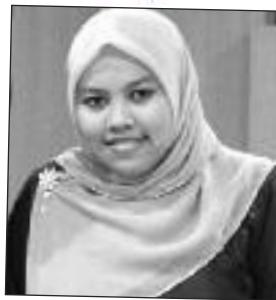
Siti Noor'aini Hassan
Personal Assistant to the
Executive Chairman
(until 12 July 2009)



Hetty Dzurin Mohamed On
Personal Assistant to the
Executive Chairman
(from 13 July 2009)



Rohani Salim
Personal Assistant to the
Senior Director
(until 17 May 2009)



Nik Latifah Mohd. Zaki
Personal Assistant to the
Senior Director
(from 18 May 2009)



Nazirah Nazaruddin
Personal Assistant to the
Director of Training Division
(from 18 May 2009)



Mardianah Ahmad
Personal Assistant to the
Director of Language
Division



Hartini Abdul Hamid
Personal Assistant to the
Director of Academic
Studies, Research and
Publication Division



Habesah Hashim
Personal Assistant to the
Director of Corporate and
Management Services
Division
(until 2 August 2009)



Laily Abu Bakar
Personal Assistant to the
Director of Corporate and
Management Services
Division
(from 26 October 2009)



Mohd. Masri Awang
Course Clerk



Romanchita Natalie Dusipil
Course Clerk



Ahmad Firdaus Jahya'Azim
Course Clerk



Gunaselvam a/l Vail
Course Clerk



Ricky Wong
Course Clerk



Jennifer Abin Lianjun
Course Clerk



Kamaruddin A. Hussin
Course Clerk



Mohd. Zaki Hamid
Administrative Clerk



Siti Hajar Osman
Administrative Clerk



Rozila Mat Zin
Hostel Supervisor



Thilaga a/p Mayvan
Administrative Clerk
(until 2 November 2009)



Ahmad Khidir Lemin
Administrative Clerk
(from 3 November 2009)



Siti Nurfartini Mahazan
Administrative Clerk



Ligong Anak Baja
Administrative Clerk



Hafisah Dahmit
Administrative Clerk



Sebastian Anak Dio
Administrative Clerk



Mohd. Fairuz Asraf Ismail
Electrical Technician



Mohamad Fairuz Omar
General Technician



Fatimah Ahmad
Receptionist



Ida Rosyanty Ishak
Receptionist



Sapuri Ghazali
Accounts Assistant



Norhana Safri
Accounts Assistant



Farra Aida Yunus
Accounts Assistant



Gurnam Kaur
Library Assistant



Che Nurul Huda Che Aziz
Library Assistant



Zurainee Zainoldin
Library Assistant



Azharuddin Abd Razak
Computer Technician



Muhammad Azri Azmi
Computer Technician



Rusli Haron
Head of Security Guard
(until 4 October 2009)



Abdul Rashid Bidin
Head of Security Guard
(from 5 October 2009)



Rabeha Mohamed
Typist



Norazlia Jamhari
Typist



Siti Khatijah Ismail
Typist



Tuan Rosazian Tuan Manan
Security Guard



Wan Mohd. Hafiz Wan Muda
Security Guard



**Muhammad Jaafar
Abdul Karim**
Security Guard



Mohd. Aliff Fizre Ahmad
Security Guard



Mohd. Saiful Anuar Yusof
Security Guard



Mohd. Rizaudin Mohd. Diah
Security Guard



Aziz Ismail
Security Guard



**Khairul Nizam Mohd.
Hussain**
Security Guard
(until 12 November 2009)



Yusri Salleh
Driver



Ibrahim Nor
Driver



Shukor Md. Yusof
Driver



Mohd. Fazlee Abdul Aziz
Driver



Mohd. Zani Tukiman
Driver



Zaimi Ahmad
General Staff



Isaac Peter
General Staff



Fadilah Shahri
General Staff



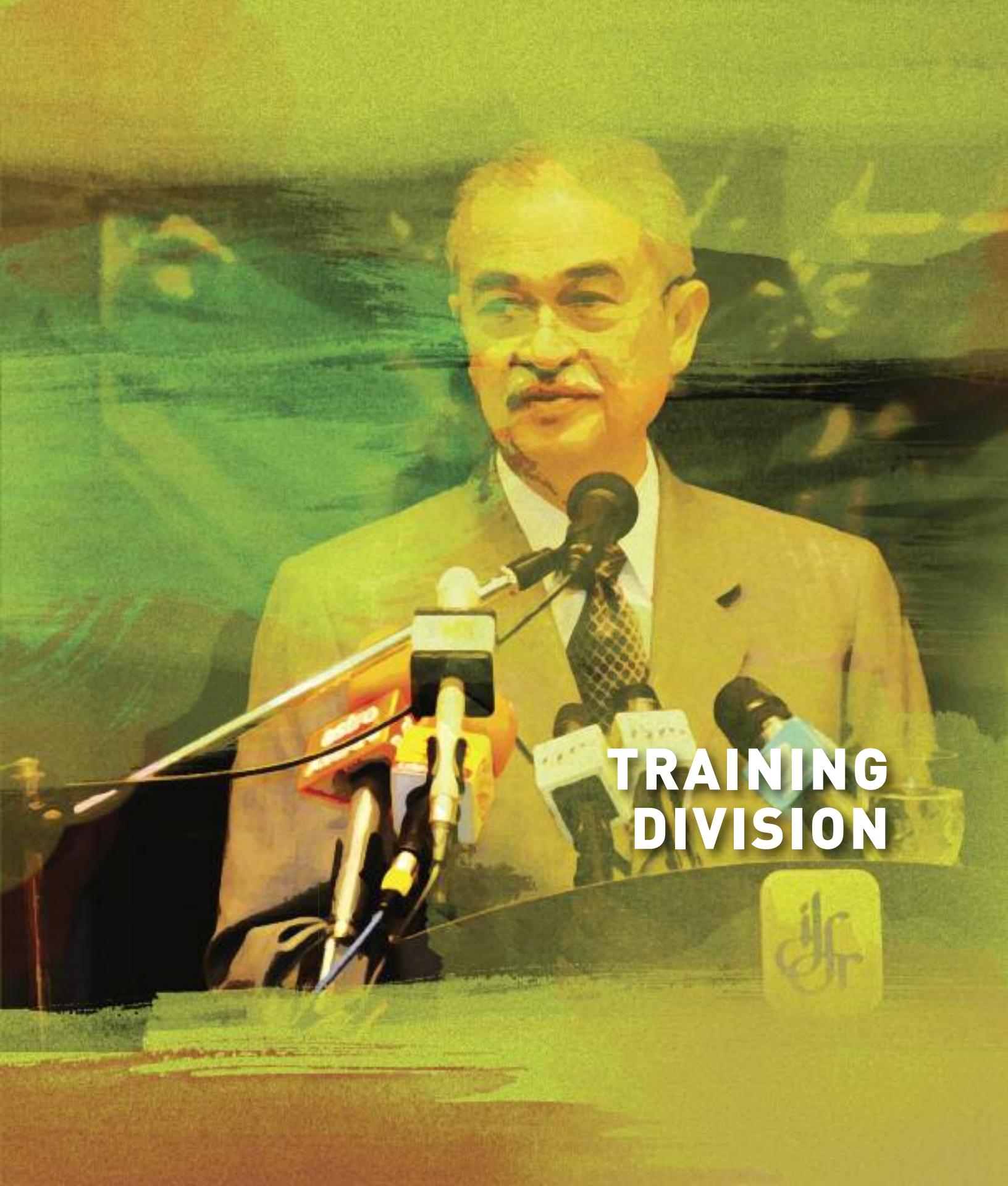
**Wan Mohd. Azrul Wan
Mohamad**
General Staff



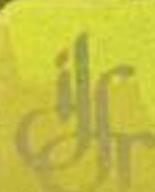
Ahmad Yani Kamarudin
General Staff



Azrul Nizam Abdul Rahim
General Staff



TRAINING DIVISION



TRAINING DIVISION

The Training Division of IDFR comprises an Acting Director, two Senior Deputy Directors, one Deputy Director, five Assistant Directors, one Personal Assistant and five support staff. The main function of this division is to conduct training programmes for current and future diplomats, both locals and foreigners. The participants consist of both local and foreign government officers who wish to upgrade their knowledge in the areas of diplomacy and foreign relations.

Workshop on Public Diplomacy and Media Skills 1/2009

This workshop was held from 17 to 20 February 2009. Its goals were to enhance participants' awareness of the importance of public diplomacy in promoting Malaysia's national interests in the international arena as well as to enhance their knowledge and skills in handling the media in the context of public diplomacy and advocacy. Among the topics included in the course were Public Diplomacy; The Role of Media in Public Diplomacy; Cross-Cultural Understanding and Its Implications on Public Diplomacy; The Role of NGOs in Public Diplomacy; Promoting Malaysia through Culture; Effective Media Relations; Handling Crisis Situations and Difficult Questions from the Media; TV and Radio Interviews; Press Conference; and Role Playing in a Mock Press Conference.

The workshop was attended by a total of 13 participants from the Ministry of Foreign Affairs, Ministry of Defence, Ministry of International Trade and Industry, Ministry of Tourism, Ministry of Natural Resources and Environment, Department of Wildlife and National Parks, and Forestry Department of Peninsular Malaysia.

Commonwealth Regional Programme in Diplomatic Training

The objective of this course, held from 2 to 13 March 2009, was to expose participants to contemporary developments in diplomacy and international relations as well as to strengthen the relationship and networking among diplomats of the Commonwealth. It was conducted under the sponsorship of the Commonwealth Secretariat in London and was attended by 13 participants from the Commonwealth countries; namely Bangladesh, Brunei, India, Malaysia, Maldives, and Singapore.

This course focused on diplomatic skills, regional and global issues, as well as leadership. Among the topics discussed were Trade Negotiations; Human Rights in Diplomacy; The Global Energy and Food Crisis; International Terrorism; ASEAN and SAARC; The ASEAN Regional Forum; The Commonwealth – Prospects and Challenges; Effective Cross-Cultural Communication; Multilateral Diplomacy in a Changing World; Leadership and Organisational Management; Crisis Management; and Fine Dining and Reception Etiquette.

Apart from lectures, this course included a number of study visits. Among them was a three-day visit

to Langkawi and visits to Wisma Putra, Putrajaya and the Petronas Twin Tower.

Mid-Career Course for Diplomats

This course was conducted twice in 2009; from 27 April to 11 May 2009 and from 16 to 26 November 2009. The first course was attended by ten officers from the Ministry of Foreign Affairs while the second course was attended by 21 officers from the Ministry of Foreign Affairs, Malaysian Industrial Development Authority and Tourism Malaysia.

The objective of the course was to enhance the professional knowledge as well as the leadership and managerial skills of mid-career officers so that they can take up their assignments as deputy head of mission, counsellor or consul general with a high level of confidence.

The course focused on issues related to Cross-Cultural Awareness; International Humanitarian Law; Transformational Leadership; Malaysia's Economy; International Trade and Investment; and Humanitarian Crisis Management. Participants were also briefed on various administrative issues such as Security of Malaysia's Assets Overseas; Royalty and Palace Protocol; and Financial Management at Mission.

The participants were also given the opportunity to experience a press conference through 'role play' as Malaysia's representatives abroad under the Defending Malaysia's National Interests Module.

Pre-Posting Orientation Course for Officers and Spouses

This course was held from 6 to 14 May 2009. It was offered to officers from various government agencies selected for overseas postings, and their spouses. Its main objectives were to increase participants' knowledge on diplomacy and international relations and to provide the requisite skills, knowledge and the right attitude for optimal performance of their duties at post and within the international community. The need for them to adapt to a new environment and be a team player was also stressed.

Among the areas discussed were government policies and issues related to the implementation of Malaysia's foreign policy. A vital component of the course was the understanding of participants' roles and responsibilities at Mission, their tasks in promoting and defending Malaysia's national interests and in enhancing Malaysia's image abroad. The course also touched upon the essentials of presenting a good personal image of oneself by developing and enhancing his or her interpersonal skills, personal grooming and social etiquette. Considering the importance of the role of spouses to the work of their husbands/wives at Mission, the course also addressed various aspects of their role at Mission particularly with regards to their involvement in the Malaysian Ministry of Foreign Affairs Women's Association or PERWAKILAN.

A total of 26 officers from the Ministry of Foreign Affairs, Ministry of Defence, Ministry of International Trade and Industry, Ministry of Agriculture and Agro-based Industry, Ministry of Tourism, Malaysian Industrial Development Authority, Malaysia External Trade Development Corporation, and Immigration Department attended the course. There were also a total of 12 spouses in this course.

Crisis Management for International Participants (MTCP)

The objective of this course, held from 9 to 26 June 2009, was to enhance participants' knowledge and understanding of the theoretical and practical aspects of international crisis, as well as to increase their knowledge and skills on the various approaches and techniques of crisis management. The topics covered included The Structure of International Crisis; Crisis Forecasting; Negotiation and Mediation; and The Study of Major International Crisis. Apart from lectures, this course also included simulation exercises and study visits.

This three-week course, which was conducted under the Malaysian Technical Cooperation Programme (MTCP), was attended by 13 participants including five participants who were partially sponsored by the Colombo Plan

Secretariat. The participants were from Afghanistan, Guinea, Indonesia, Iran, Iraq, Laos, Maldives, Mauritius, Peru, Swaziland, Syria and Vietnam.

Orientation Course for Heads of Mission and Their Spouses

This course was held from 29 June to 3 July 2009. It was offered to senior officers of the Ministry of Foreign Affairs who were selected to serve as Heads of Malaysian Missions abroad. The objective of the course was to enhance participants' knowledge and skills in areas related to their work and responsibilities as Heads of Mission and their spouses.

The course gave much focus on public diplomacy. The topics included Media Skills; Leadership at Mission; Globalisation and Its Impact on International Diplomacy; Dialogue with Former Ambassadors; and Defending Malaysia's National Interests. It also included a one-day special session for the spouses. The topics that were discussed at the spouses' session were Fine Dining Etiquette; The Role of Spouses at Mission; and Personal Grooming.

Eight senior officers from Wisma Putra who had already received their credentials as Heads of Malaysian Missions abroad and their spouses attended the course.

Orientation Course for Diplomacy

This one-day course was held on 10 July 2009 at the special request of the Minister of Foreign Affairs. The objective of the course was to enhance participants' knowledge and skills in diplomacy especially in areas related to public diplomacy, media skills, international meetings and fine dining etiquette. Among the topics covered were Public Speaking; Public Diplomacy; Media Skills; International Conference Procedures – Dynamics and Skills; Preparing Substantive Interventions and Speeches; Statements for International Meetings/Conferences; Fine Dining Etiquette; and Fine Dining Practicum.

A total of 25 participants from the Ministry of Foreign Affairs, including the Minister and the Deputy Ministers, attended this course.

Workshop on Public Diplomacy and Media Skills 2/2009

A second Workshop on Public Diplomacy and Media Skills was held from 14 to 17 July 2009. The objectives of this four-day workshop were to enhance participants' awareness of the importance of public diplomacy in promoting Malaysia's national interests in the international arena, as well as to enhance participants' knowledge and skills in handling the media in the context of public diplomacy and advocacy. The topics discussed included An Overview of Public Diplomacy; The Role of Media in Public Diplomacy; Cross-Cultural Understanding and Its Implications on Public Diplomacy; The Role of NGOs in Public Diplomacy; Public Diplomacy: Promoting Malaysia through Culture; Effective Media Relations; Handling Crisis Situations and Difficult Questions from the Media; and Role Playing in a Mock Press Conference.

The workshop was attended by a total of 36 participants from the Ministry of Foreign Affairs, Prime Minister's Department, Southeast Asia Regional Center for Counter-Terrorism, Ministry of Defence, Ministry of Higher Education, Ministry of Tourism, Malaysian Institute of Road Safety Research, Malaysian Timber Industry Board, Malaysian Industrial Development Authority and Malaysia External Trade Development Corporation.

Strategic Analysis for International Participants (MTCP)

The objective of this course, held from 28 July to 14 August 2009, was to develop participants' understanding of strategic thinking on current international security and strategic issues. The knowledge was to be adapted and applied in managing and meeting the challenges of current globalised environment. The course content included Traditional and Non-traditional Security; Political Risk Analysis; International Security Issues and Concerns; and International Terrorism. It

provided a good platform for participants to exchange views and ideas.

The course, conducted under the Malaysian Technical Cooperation Programme (MTCP), was attended by 24 participants. Nine of the participants were partially funded by the Colombo Plan Secretariat. Seven of them were from Malaysia while the rest were from Bhutan, Colombia, Fiji, Ghana, Guinea, Indonesia, Iraq, Jordan, Laos, Maldives, Mauritius, Pakistan, Sri Lanka, Syria, Thailand, Uganda and Vietnam.

Workshop on Malaysia-China Relations: Bilateral, Regional and Global Perspectives

This workshop was held on 19 August 2009 to commemorate the 35th Anniversary of Malaysia-China Diplomatic Relations. Its objective, among others, was to create awareness among participants on Malaysia-China bilateral relations especially in areas of politics, security, socio-economy, trade and investment, and future directions.

The workshop began with a keynote address by Tun Musa Hitam, the Joint Co-Chairman of Malaysia-China Business Council on 'The Rise of China as a Global Power: Its Implications for Malaysia, the Region and the World'. The keynote address, which was opened to the public, attracted a total of 210 invited guests.

This workshop consisted of two sessions of roundtable discussions and a luncheon talk involving selected participants from the public and corporate sector, academicians and NGOs. The first roundtable discussion entitled 'China and the Region: Political, Security and Strategic Dimensions' involved three key panelists; H.E. Liu Jian, Ambassador of the People's Republic of China; Tan Sri Mohamed Jawhar Hassan, Chairman and CEO of the Institute of Strategic and International Studies (ISIS) Malaysia; and Mr. Bunn Nagara, Associate Editor of The Star Publications Sdn. Bhd. The discussion was moderated by Tan Sri Hasmy Agam, Executive Chairman of IDFR.

This was followed by a luncheon talk entitled 'The Do's and Don'ts of Doing Business in China: Malaysia's Experience' by Tan Sri William Cheng from the Malaysia-China Business Council. This workshop ended with a second roundtable discussion entitled 'Malaysia-China Relations: Enhancing Economic, Trade and Investment Prospects' moderated by Dato' Mohd. Amir Jaafar, Senior Fellow of the Asia-Europe Institute with Dr. Wong Lai Sum, Deputy CEO of Malaysia External Trade Development Corporation and Mr. Steven Wong, Assistant Director-General of ISIS Malaysia as the panelists.

Workshop on Introduction to Public International Law

The objective of this workshop, held from 5 to 9 October 2009, was to enhance participants' understanding of the major segments of public international law relevant to diplomatic practice, international relations, and international trade and investments. Among the topics discussed at this workshop were International Economic Law; International Environmental Law; International Human Rights Law; International Humanitarian Law, International Maritime Law; International Settlement of Disputes; The Law of Treaties and The Law of State Responsibility; The Vienna Convention on Consular Relations 1963; and The Vienna Convention on Diplomatic Relations 1961.

This five-day workshop was attended by a total of 17 participants from the Ministry of Foreign Affairs, Southeast Asia Regional Center for Counter-Terrorism, Ministry of Defence, Malaysian Timber Industry Board and Malaysian Industrial Development Authority.

Diplomatic Training Course for International Participants (MTCP)

The objective of this course, held from 13 until 30 October 2009, was to enhance participants' knowledge and skills in diplomacy and international relations and their ability in performing their duties as diplomatic officers. The participants were also exposed to Malaysia's experience in nation building

and foreign relations. The topics covered included Cross-Cultural Communication; Presentation Skills; Bilateral and Multilateral Negotiations; Public Diplomacy; and Media Skills.

This three-week course, conducted under the Malaysian Technical Cooperation Programme, was attended by a total of 18 participants including four participants who were partially sponsored by the Colombo Plan Secretariat. The participants were from Argentina, Bhutan, Chile, Guinea, Jordan, Laos, Malaysia, Mauritius, Myanmar, Philippines, Swaziland dan Tanzania.

Roundtable Discussions

The first roundtable discussion of 2009 entitled 'Foreign Policy in an Era of Globalisation' was co-organised by IDFR and the British High Commission and was held on 15 January 2009 at the Treaty Room. H.E. Sir Peter Ricketts, the Permanent Under Secretary of the British Foreign and Commonwealth Office was the speaker, while the moderator was Dato' Kamaruddin Abu, former High Commissioner of Malaysia to the United Kingdom. In his presentation, Sir Ricketts stated that Foreign Service officials should be knowledgeable on current issues to be able to defend their countries' foreign policy in this era of globalisation. Foreign Service officials must also possess the ability to procure the latest information on key international issues by having good networking with their counterparts from other countries. A total of 56 participants from the government sector, non-government organisations and corporate sector attended this roundtable session.

The second roundtable discussion was held on 25 February 2009 at the Treaty Room. The roundtable discussion entitled 'The Obama Team: The New US President's Line-up and How They Will Relate to Southeast Asia' was delivered by Datuk Ernest Bower, the former President of US-ASEAN Business Council and partner at BrooksBower Asia. He explained the background and personal characteristics of key personalities in the Cabinet line-up of President Barack Obama and its possible effect on the ASEAN-US bilateral relations. He also

added that President Obama was very keen on ASEAN-US relations especially in exploring new areas of cooperation with the region. In this regard, Datuk Bower was very optimistic that ties between Malaysia and the United States will further strengthen under the new leadership in both countries. The roundtable discussion was attended by 55 participants from the public and private sector, non-government organisations and universities.

Public Lecture

A public lecture on 'Building a Culture of Peace and Development in a Globalised World' by Reverend Jesse Louis Jackson, Sr., President and Founder of the Rainbow/PUSH Coalition was held at the IDFR Auditorium on 22 April 2009. This public lecture was part of the ASEAN event series under the 'Bridges-Dialogues: Towards a Culture of Peace'. It was coorganised by IDFR and the International Peace Foundation (IPF), and was officiated by Datuk Lee Chee Leong, Deputy Foreign Minister and moderated by Dr. Chandra Muzaffar, President of the International Movement for a Just World (JUST). Among the other dignitaries who attended this event were Dato' Mukhriz Tun Mahathir, Deputy Minister of International Trade and Industry; Tun Musa Hitam, former Deputy Prime Minister and Malaysian Chairman of 'Bridges-Dialogues: Towards a Culture of Peace'; and Prince Alfred of Liechtenstein, IPF's Advisory Board Chairman.

In his lecture, Reverend Jackson appealed to world leaders and the global community to cooperate with each other and to participate in more humanitarian efforts to reduce human suffering in the world. He also opined that a "bottom up" economic model will ensure more equitable wealth distribution leading to stronger and more stable societies. Reverend Jackson ended his lecture by stressing that the 'Golden Rule of Peace' which read "Do unto others as you would have others do unto you" still applies for neighbours and for nations. This public lecture attracted more than 250 guests.

Another public lecture held in 2009 was on 'Improving the US-Islamic World Relations: Some

Practical Suggestions' by Dr. Omar Hisham Altalib, an American Muslim and currently an Assistant Professor of Sociology at Universiti Islam Antarabangsa Malaysia. It was jointly organised by IDFR and the International Institute of Advanced Islamic Studies (IAIS) at IAIS on 7 December 2009. It was co-moderated by Tan Sri Hasmy Agam, Executive Chairman of IDFR and Professor Datuk Dr. Osman Bakar, Deputy Chief Executive Officer of IAIS.

In his lecture, Dr. Omar mentioned three main factors which caused conflict between the United States and the Islamic world; terrorism, religion and ignorance. In his view, the misperception that terrorism originates from Islamic countries has become a source of conflict in the world. There is also a misperception in the Islamic world that the United States can do anything because it is a superpower and as such, can be blamed for all the injustices happening in the world. He added that an open communication was the only way to build better relations between the United States and the Islamic world. This public lecture was attended by 67 participants.

IDFR-IKON 3D Series

IDFR together with the Institute of Occidental Studies (IKON), Universiti Kebangsaan Malaysia introduced the IDFR-IKON 3D Series in 2008. 3D stands for 'Diplomatic Dispatches and Discourses' and the 3D Series is held as a platform for roundtable discussions with foreign diplomats from western countries as the main speakers.

The first IDFR-IKON 3D Series roundtable of 2009 was on 'The European Union and ASEAN: Current Challenges and Future Prospects' by H.E. Vincent Piket, the Head of Delegation of the European Commission to Malaysia. It was held on 12 March 2009 at the Treaty Room. The speaker stated that ties between the European Union and ASEAN have become closer, especially in the past few years. The European Union has also lately taken the initiative to organise negotiations on bilateral Partnership and Cooperation Agreements (PCAs) with a number of ASEAN countries. On the challenges for ASEAN, he highlighted three key

areas critical to ASEAN's success. The first area is for ASEAN to consider implementing a decision-making system based on a qualified majority voting system to replace the consensus method. Secondly, he suggested that ASEAN should be given more authority in enforcement of decisions. The third area would be to create a structural and cohesion fund whereby the richer member states would assist the poorer states to reduce the economic gap. The roundtable was attended by 48 participants.

The second IDFR-IKON 3D Series roundtable was on 'Enhancing Latin America's Linkages with Asia/ASEAN: A Brazilian Perspective' by H.E. Sergio Arruda, the Ambassador of Brazil to Malaysia. It was held on 16 July 2009 in UKM. The Ambassador explained that the First ASEAN-MERCOSUR Ministerial Meeting, held in Brasilia in November 2008, marked the beginning of a formal process to enhance relations between the two regional players. Recognising that the expansion of trade, investment and concrete business opportunities would be greatly influenced by strengthening institutional ties between ASEAN and MERCOSUR, their Ministers of External Relations agreed in the November 2008 meeting, to follow a 'building block' approach to enhance inter-regional economic dialogue, thereby erecting the first platform for closer economic cooperation, as part of a Plan of Action to be adopted in the near future. Brazil together with her MERCOSUR partners – Argentina, Paraguay, Uruguay and Venezuela – would take the initial steps which will focus on information exchange and the sharing of experiences in regional integration and trade agreements, trade and investment promotion and facilitation, promotion of cooperation between business communities and economic research institutions in both the regions. This roundtable was attended by 140 participants.

The third IDFR-IKON 3D Series roundtable was entitled 'The European Union as a Global Actor in the Context of the Lisbon Treaty – a Nordic Perspective' by H.E. Helena Sangeland, the Ambassador of Sweden to Malaysia. It was held at IDFR on 17 November 2009. The Ambassador spoke on the Nordic countries' perspective of the

role of the European Union (EU) as a global actor and on its institutional transformation and ambition to become as effective and relevant in the area of foreign policy as it has been in trade and global development assistance. She also indicated that the EU, especially under the Swedish presidency, had given particular focus on 'Eastern Partnerships' which involved bringing Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine into closer contact with the EU. The areas of cooperation with these countries include economic cooperation, the promotion of human rights, democratic development, and support for reforms.

She opined that the EU with its increasingly complex international engagements has to develop its capacity for analysis and policy planning. In this regard, she stated that the EU has extensive military capabilities, more than 40,000 diplomats, a large number of think tanks as well as academic institutions and NGOs from which to draw its expertise when drawing up its policies for deploying military, civilian or economic instruments. The roundtable was attended by 62 participants.

A photograph of a group of people standing outdoors in front of a modern building with large glass windows. In the foreground, a woman in a blue patterned dress and a woman in a dark floral dress are looking towards the right. To the left, a person in a red and white patterned dress stands near a red carpet. The background shows other people and some greenery.

**LANGUAGE
DIVISION**

LANGUAGE DIVISION

The courses offered by the Language Division are Arabic, English, French, Mandarin and Spanish. It also offers a Conversational Malay course for diplomats of Foreign Missions in Kuala Lumpur. Training modules for English language are also provided to international participants attending diplomatic training courses under the auspices of the Malaysian Technical Cooperation Programme and the ASEAN Secretariat.

The main aim of these courses is to develop the linguistic knowledge and skills of officers to enable them to carry out their professional duties effectively at home and abroad.

In 2009, the Language Division conducted a total of 26 courses. Participants who completed the courses were awarded Certificates of Attendance.

ENGLISH LANGUAGE PROGRAMMES

The English Language Section organised and conducted four intensive courses to enhance the linguistic knowledge and ability of course participants. It also conducted a course for the Malaysian Administrative Modernisation and Management Planning Unit (MAMPU) of the Prime Minister's Department.

The courses conducted at IDFR were:

- Speaking Skills: Say It Right 1/2009
- Speaking Skills: Say It Right 2/2009
- Effective Presentation Skills
- Effective Writing Skills

The course conducted for MAMPU was:

- Intensive Speaking Skills:
Say It Right

The English Language Section also organises an ongoing general proficiency course for IDFR staff with the aim of improving their command of English.

Speaking Skills: Say It Right 1/2009

This course was held from 10 to 13 February 2009 for 26 participants from various government agencies including the Southeast Asia Regional Center for Counter-Terrorism, Ministry of Information, Ministry of International Trade and Industry, and Ministry of Tourism. The main objectives of this course were to enhance participants' awareness of the features of spoken English and to assist them in improving their speaking skills, thus enabling them to communicate more effectively.

Speaking Skills: Say It Right 2/2009

This course was conducted from 3 to 7 August 2009. Twenty two officers from various government agencies and ministries attended this course. They were from the Ministry of Foreign Affairs, Malaysia External Trade Development Corporation, Ministry of International Trade and Industry, Ministry of Youth and Sports, Ministry of Health, Ministry of Tourism, Department of Handicrafts Malaysia, National

Museum, Information Department of Pahang, Southeast Asia Regional Center for Counter-Terrorism, and Social Welfare Department Malaysia. The main objectives of this course were to enhance participants' awareness of the features of spoken English and to assist them in improving their speaking skills, thus enabling them to communicate more effectively.

Effective Presentation Skills

This one-week course, held from 12 to 16 October 2009, was aimed at exposing the participants to effective presentation by focusing on the preparation of text as well as delivery. Fifteen officers participated in this course and they were from the Public Works Department, Institute of Genome Malaysia, National Sports Institute, Ministry of Transport, Ministry of Tourism, Ministry of Foreign Affairs, and IDFR. Among the methods used were critiquing of individual presentations, which were videotaped.

Effective Writing Skills

This course was conducted from 9 to 13 November 2009 and was attended by 22 officers from, among others, Ministry of Works, Fire and Rescue Department Malaysia, Ministry of Science, Technology and Innovation, Institute of Genome Malaysia, Ministry of Human Resources, Ministry of Foreign Affairs, National Sports Institute, Prime Minister's Department, Ministry of International Trade and Industry, Ministry of Agriculture and Agro-based Industry, Ministry of Rural and Regional Development, Ministry of Domestic Trade and Consumer Affairs, Ministry of Housing and Local Government, and Ministry of Transport. The objective of this course was to enable participants to acquire the vital tools needed to hone their writing skills. An interactive teaching methodology was adopted with discussions, and practical exercises and activities.

Intensive Speaking Skills: Say It Right

This course was held at the Awana Genting Highlands Golf and Country Resort from 29 to 30

October 2009 for senior officers from MAMPU. The aim of this course was to raise awareness on problematic sounds, stress and intonation patterns of the English language and to build confidence to communicate more clearly in social as well as professional settings. Interactive sessions and simulations were among the different strategies employed.

English Language Proficiency Course

This is an on-going proficiency course conducted for officers and support staff of IDFR. They were divided into two groups of six and sessions are held on Thursdays and Fridays.

English Modules

English modules are also taught as part of the programmes carried out by the Training Division. The modules are offered for the following courses:

Diplomatic Training Course for PTD Officers

The English Language module was an integral component of the Diplomatic Training Course for PTD Officers and was held from 13 April to 7 August 2009. The module focused on enhancing their linguistic skills through confidence-building, accuracy and fluency activities, which will enable them to be competent in the language that is the tool of diplomatic communication.

The module included the following:

- The Floor is Yours
- Journal Writing
- Presentation Skills
- Writing Skills
- Speaking Skills
- Literary Appreciation
- English Language Clinics
- Speech Drafting
- Language and Diplomacy

Diplomatic Training Course for International Participants

The English Language module focused on

enhancing participants' skills at presentation and raising their awareness on the nature of language and its role in diplomacy. The areas covered were Presentation Skills, and Language and Diplomacy.

Mid-Career Course for Diplomats

This module was intended to enhance participants' presentation skills as well as raise their awareness on the nature of language and its role in diplomacy. The areas taught were Presentation Skills, and Language and Diplomacy.

In-House Professional Development Session

On 29 May 2009, three officers from the English Language Section attended a one-day professional development session with Ambassador Kishan Rana of DiploFoundation. The purpose of this session was to gain some insights into forms of Diplomatic Writing such as Note Verbale, Aide Memoire and Drafting of Resolution. The session was very interesting and informative.

FOREIGN LANGUAGE PROGRAMMES

ARABIC

Six Arabic language courses were held in 2009. The courses were of two types; the part-time evening courses and the full-time courses.

Arabic Level 1

This course was a part-time evening course which started on 16 February and ended on 22 July 2009. The class was held every Monday and Wednesday, from 5.30 to 7.30 p.m., and was designed for beginners who wish to acquire basic Arabic language skills.

Fourteen participants attended the course. They were from various ministries and government agencies including the Ministry of Education, Dewan Bahasa dan Pustaka, Institute of Strategic and International Studies Malaysia, and IDFR.

Arabic Level 2

This course was offered to participants who had completed Arabic Level 1 or who had equivalent proficiency level in Arabic. The course was held from 3 August to 23 December 2009. It was held every Monday and Wednesday, from 5.30 to 7.30 p.m.

Twelve participants attended this course. The participants were officers from the Ministry of Education, Dewan Bahasa dan Pustaka, Institute of Strategic and International Studies Malaysia, and IDFR.

Arabic Level 4

This course was offered to participants who had completed Arabic Level 3 or who had equivalent proficiency level in Arabic. There were 12 participants and they were from the Royal Malaysian Police, Royal Malaysian Navy, Korean Embassy, and International Multilateral Partnership Against Cyber Threats.

It was a part-time evening course which was taught every Thursday, from 5.30 to 7.30 p.m. The course started on 12 February 2009 and ended on 26 November 2009.

Arabic Level 7

This course was conducted from 10 February to 24 November 2009. It was a part-time evening course which was held every Tuesday, from 5.30 to 7.30 p.m. and 11 participants from various government agencies attended it.

It was offered to participants who had completed Arabic Level 6 or who had equivalent proficiency level in Arabic.

Arabic Level 10

The Arabic Level 10 course was offered to advanced learners who had attended the course from the beginning or to those who had advanced knowledge in the Arabic language and wished to continue learning it.

The course started on 10 March and ended on 11 December 2009. The ten participants were officers from the Ministry of Education, Dewan Bahasa dan Pustaka, Royal Malaysian Police, Ministry of Defence, and Department of Islamic Development Malaysia, and the classes were held on Friday from 5.30 to 7.30 p.m.

Intensive Arabic for Diplomatic Training Course for PTD Officers

This four-month Intensive Arabic course was aimed at equipping officers with basic Arabic language skills needed by the officers in carrying out their duties abroad. This course also served to prepare them to continue their studies in higher level Arabic.

MALAY

Conversational Malay Course

This course was conducted for Foreign Mission diplomats in Kuala Lumpur. The main aim was to enable them to be acquainted with the national language of Malaysia, thereby helping them in their day-to-day interactions in the Malaysian environment. This course was held in two parts. The first was held from 2 April to 11 June 2009. Part II, a continuation of Part I, was conducted from 1 October to 24 November 2009. The response from the Foreign Missions was encouraging.

MANDARIN

Intensive Mandarin for Diplomatic Training Course for PTD Officers

In 2009, for the first time an intensive Mandarin language module was offered as part of the foreign language programme besides Arabic, French and Spanish for the Diplomatic Training Course for PTD Officers. The objective of this module was to equip the officers with a basic knowledge of the language and to enable them to use it in carrying out their duties in countries where Mandarin is the main language of interaction.

FRENCH

In 2009, ten French language courses were held. Three of these courses were continuations from 2008. All the courses planned were implemented and two additional courses were added at the end of the year to accommodate special requests.

Advanced Level, Level III (for Officers from the Royal Malaysian Police) and Level III (Second Intake)

These courses, which started in 2008, ended in March 2009, just before the start of the Intensive French for Diplomatic Training Course for PTD Officers.

The courses had been extended to avoid a long gap in the learning process due to the suspension of the evening classes during the full-time intensive course and to ensure a smooth transition as the two Level III classes were due to merge for Level IV.

The Advanced Level course could not resume after the break this year due to timetable constraints.

Intensive French for Diplomatic Training Course for PTD Officers

The course was designed to equip the officers with basic knowledge of the French language and culture, necessary to cope with the requirements of travelling and working in a French speaking environment. It also gave them a useful foundation to develop their competency in the French language.

In 2009, three officers successfully completed this four-month course of more than 150 hours. The main objectives were achieved and all the participants were keen to continue learning the language. They would have appreciated if given the opportunity to continue in order to become proficient users and eventually sit for the internationally recognised Delf examinations.

French Level IV

Seven participants from Level III (officers from the

Royal Malaysian Police, Ministry of Education and Bank Negara) proceeded to Level IV and successfully completed the course at the end of June despite their work commitments.

French Level I

A large number of participants from various ministries registered for this course, which initially consisted of two groups and were later merged into one class. The 17 participants attending the course were from the Ministry of Education, Dewan Bahasa dan Pustaka, Ministry of Tourism, Ministry of Defence, Ministry of Information, Istana Budaya, Rubber Research Institute of Malaysia, Sekolah Menengah Kebangsaan Taman Tun Dr. Ismail, Sekolah Menengah Kebangsaan Putrajaya, and Institut Tadbiran Awam Negara (INTAN) Bukit Kiara.

The group was enthusiastic and highly motivated. Despite their work commitments and the need to travel frequently, they progressed steadily and generally achieved the objectives of the course.

French Level V

Seven participants from Level IV enrolled for Level V which started in July and ended beginning of December. Most of the participants took the Delf A1 external examination held in November 2009 and are planning to register for Delf A2 in May 2010.

French Level II

Thirteen participants from Level I enrolled for this course. Two of the participants are now in northern France where they will spend two years for post-graduate studies. The knowledge acquired during their short stint at IDFR made it easier for them to settle down in their new home and is most useful for their daily life. The remaining participants are keen to continue and are even planning a class trip to France next year.

Introductory French Language Course for IDFR Staff

This course was organised at the request of IDFR

staff. Fifteen participants registered for this 16-hour introductory course which gave an overview of the French language. The participants were exposed to pronunciation, basic vocabulary and grammar as well as useful expressions for everyday situations while getting acquainted with the French culture.

Upon completion of the course in January 2010, the participants will have the option of joining a suitable evening class.

French Level I (Second Intake)

This course was organised at the request of the International Multilateral Partnership Against Cyber Threats (IMPACT). Seven participants from the Ministry of Foreign Affairs, Ministry of Transport, Ministry of Education, IMPACT, and IDFR attended this course. The course is due to end in May 2010.

Other Activities

A few outings were organised to introduce course participants to the French culture and students of all levels were invited to join various activities, such as French art exhibitions, book fair, French films screening, dinner, cheese tasting and *Fête de la musique*. The activities were held at the *Alliance Française* and other venues in Kuala Lumpur.

SPANISH

Five courses were successfully conducted in 2009. The Spanish Language officer also provided English to Spanish translation services upon request.

Spanish Level I (1/2009)

This course was conducted from 5 January to 30 March 2009 for 18 participants from Dewan Bahasa dan Pustaka, Department of Social Welfare Malaysia, Prime Minister's Department, Ministry of Higher Education, Malaysia External Trade Development Corporation, and IDFR.

The main objective of this course was to provide the participants with a comprehensive overview of the Spanish language focusing on pronunciation in formal and informal situations. The language

functions included introducing oneself and others, asking for something, ordering food in a restaurant, using appropriate gestures for greeting and leave-taking, and describing people, places and things.

This group was highly motivated and keen to learn. At the closing ceremony of this course, the Ambassador of Colombia was present and Colombian coffee was served.

Spanish Level I (Continuation for Officers of the Ministry of Foreign Affairs)

This course was held from 21 October 2008 to 9 April 2009 for eight officers of the America's Division, Ministry of Foreign Affairs.

The main objective of this course was to provide the participants with a comprehensive overview of the Spanish language focusing on pronunciation in formal and informal situations. The language functions included introducing oneself and others, asking for something, ordering food in a restaurant, using appropriate gestures for greeting and leave-taking, and describing people, places and things.

The participants showed great progress as some of the participants had previous knowledge of the Spanish language. Thus, more areas could be covered in the time allotted.

Intensive Spanish for Diplomatic Training Course for PTD Officers

This course, which started on 13 April and ended on 7 August 2009, was organised for three officers from the Ministry of Foreign Affairs.

The main objective of this course was to provide the participants with a comprehensive overview of the Spanish language focusing on pronunciation in formal and informal situations. The language functions included introducing oneself and others,

asking for something, ordering food in a restaurant, using appropriate gestures for greeting and leave-taking, and describing people, places and things.

This was a four-month intensive course. It also covered aspects of the Spanish culture so as to avoid culture shock when participants are in Spanish speaking countries.

Spanish Level I (2/2009)

This course was conducted from 5 October to 28 December 2009 for 14 participants from, among others, Dewan Bahasa dan Pustaka, Tourism Malaysia, Department of Social Welfare Malaysia, Prime Minister's Department, Ministry of Education, Malaysia External Trade Development Corporation, Ministry of International Trade and Industry, and IDFR.

The main objective of this course was to provide the participants with a comprehensive overview of the Spanish language focusing on pronunciation in formal and informal situations. The language functions included introducing oneself and others, asking for something, ordering food in a restaurant, using appropriate gestures for greeting and leave-taking, and describing people, places and things.

Spanish Level II (for Officers of the Ministry of Foreign Affairs)

This course was held from 11 August to 17 December 2009 for six officers of the America's Division, Ministry of Foreign Affairs.

The main objectives of this course were to equip the participants with the skills to address people appropriately, talk about work activities and daily routines, answer phone calls, and extend, accept or reject an invitation. The participants were interested and motivated in learning the language.



A CALENDAR
OF
THE
UNIVERSITY
OF
PHILIPPINES
DILIGENTIA
ET
LIBERTAS

ACADEMIC STUDIES,
RESEARCH AND
PUBLICATION DIVISION

ACADEMIC STUDIES, RESEARCH AND PUBLICATION DIVISION

In January 2009, Professor Dr. Chandran Jeshurun, a historian and an academician, joined IDFR as the Director for this division. He was assisted by a Deputy Director, an Assistant Director, a Personal Assistant and two clerks. Sadly, Professor Dr. Chandran passed away in November. It was a very big loss for IDFR. Nevertheless, during his nine months at IDFR, he ensured that several projects were completed successfully.

In 2009, the division organised the following activities:

Roundtable Discussion

A roundtable discussion with the theme of 'East Asia Community Building: The Role of ASEAN' was held on 12 August 2009. It was the third time a roundtable was coorganised with the Malaysia International Affairs Forum (MIAF) and the Keynote Address was delivered by Tun Abdullah Ahmad Badawi, the former Prime Minister of Malaysia.

The discussion was divided into three sessions; *Economic Realities of the ASEAN Plus Three (APT) Process, Political and Diplomatic Aspects, and East Asia Community Development*. Twelve paper presenters and approximately 75 participants took part in the one-day event.

Academic Seminar

This division organised two academic seminars in 2009. It was part of IDFR's plans to diversify the activities of this division.

The first seminar, entitled 'Contemporary Asia-Pacific Security and the Role of Think Tanks', was organised on 16 March 2009. The talk was delivered by Dr. Tim Huxley, Executive Director of IISS-Asia, Senior Fellow for Asia-Pacific Security and Editor, *Adelphi Papers*. The second seminar was held on 27 May 2009 and was on 'The Role of Private Diplomacy: The HD Experience'. Martin Griffiths, Director of the Centre for Humanitarian Dialogue was invited to speak on the subject.

Both seminars received very good response and were well attended by Wisma Putra officers and officers from other government agencies, former Malaysian Ambassadors, academicians, researchers, media representatives, and representatives from non-government organisations. An extensive question and answer, and discussion session at the end of both seminars, made them more effective.

Collaboration with LSE IDEAS

This division also collaborated with Tan Sri Dr. Munir Majid, Visiting Senior Fellow and Head, Southeast Asia International Affairs Programme at

LSE IDEAS to organise a talk and a book launch ceremony. LSE IDEAS is a centre for the study of international affairs, diplomacy and grand strategy at the London School of Economics and Political Science (LSE).

The talk entitled 'China and South East Asia' was delivered by Professor Arne Westad, a professor in International History at LSE. He is also an expert on contemporary international affairs. A total of 69 participants attended the talk which took place on 24 August 2009.

The book launch ceremony was held on 15 September 2009. The book entitled *When China Rules the World: The Rise of the Middle Kingdom and the End of the Western World* was launched by the Foreign Minister, Dato' Sri Anifah Aman. The book was written by Martin Jacques, another Visiting Senior Fellow at LSE IDEAS and a Visiting Research Fellow at the LSE Asia Research Centre. A total of 101 guests, including Tun Abdullah Ahmad Badawi, attended the launch.

In 2009, this division also published:

IDFR 2008 Annual Report

The *IDFR 2008 Annual Report* was published in May 2009. It highlighted IDFR activities for the whole of 2008 and the various divisions cooperated in reporting activities which were conducted by their respective division.

Diplomatic Profile Series-Profiles of Malaysian Foreign Ministers: Abdullah Ahmad Badawi

This profile is the second in its series, after the Profile of Tunku Abdul Rahman which was published in 2008. It is to honour Tun Abdullah Ahmad Badawi for his role as the Foreign Minister from 1991 to 1999. It contains articles contributed by several former Malaysian Ambassadors who had the opportunity of working closely with him when he was at the helm of Wisma Putra.

IDFR 2010 Training Programme

The handbook was published and distributed in early December 2009. It listed all training programmes offered by IDFR for 2010, and was distributed to, among others, ministries and government agencies, training institutes, federal government libraries, Malaysian Missions abroad and selected Foreign Missions in Kuala Lumpur.

Diplomatic Profile Series-Profiles of Malaysian Foreign Ministers: Dr. Ismail Abdul Rahman

This profile is the third in its series. It is an analysis of Tun Dr. Ismail's experiences, contributions and sacrifices as Malaysia's Foreign Minister from 1959 to 1960, and pays tribute to him for his contribution to the history of our country's diplomacy and foreign relations.

Malaysia's Territorial Disputes – Two Cases at the ICJ

This publication is the second one published by IDFR on the said topic – The Case of Batu Puteh, Middle Rocks and South Ledge, and The Case of Pulau Ligatan and Pulau Sipadan [and the Sabah Claim]. The first one was published in the form of an Occasional Paper and was in English. The current publication is bilingual.

A group of diverse business professionals are gathered around a table, looking at brochures and smiling. The setting appears to be a networking event or exhibition booth.

CORPORATE AND MANAGEMENT SERVICES DIVISION

CORPORATE AND MANAGEMENT SERVICES DIVISION

The Corporate and Management Services Division, which was introduced in 2009, provides the necessary framework, infrastructure and services to support and facilitate IDFR as a training institute in the field of diplomacy. The division consists of three sections, which are the Administration, Finance and Human Resource Section; the ICT and Library Section; and the Public Affairs Section.

ADMINISTRATION, FINANCE AND HUMAN RESOURCE SECTION

In 2009, the Administration, Finance and Human Resource Section was headed by a Deputy Director, who was assisted by an Accountant, an Assistant Accountant and 38 support staff. This section is responsible for the Institute's administrative, finance and human resource matters.

Workshop on *Pengurusan Manual Prosedur Kerja dan Fail Meja*

This section had arranged for Institut Tadbiran Awam Negara (INTAN) to conduct a management workshop on *Pengurusan Manual Prosedur Kerja (MPK) dan Fail Meja (FM)* in IDFR on 31 July 2009 and 21 August 2009 respectively. This was to allow officers and staff to review the existing *Manual Prosedur Kerja* and *Fail Meja* and also as an exposure prior to preparing a new *Fail Meja* according to INTAN's format. The preparation of the *MPK* and *FM* is important because it will be the source of reference for every officer and staff in performing their duties and will also help to facilitate the taking-over process by new officers and staff. Eighty officers of various grades attended the two workshops.

Fire Drill Exercise

To ensure the safety of staff, course participants and assets in IDFR, the Administration, Finance and Human Resource Section organised a fire drill exercise on 6 October 2009. The main objective of this exercise was to ensure that all staff and participants attending courses at IDFR could evacuate the buildings within six minutes of the fire alarm ringing. They were required to gather at a pre-determined assembly point.

Financial and Accounting Management

In 2009, the allocation approved for IDFR's budget was RM 10.8 million. The actual expenditure allocation finally amounted to only RM 8.1 million. Meanwhile, the actual operating expenditure for the year 2009 was RM 7.6 million. This means the expenditure performance for 2009 was 93.8%.

IDFR continued its efforts to enhance its accountability level and the quality of its accounting management. This was done by implementing several important steps:

- Monitoring and controlling the operating expenses of all Divisions/Sections

- Convening periodically the meetings of the Committee on Financial Management and Accounts at Ministry and IDFR level to control, monitor, detect and supervise all matters pertaining to the management of finance and accounts
- Implementing and widening the use of the Electronic Budgetary Planning and Control System (eSPKB) to expedite payment process and emphasising the monitoring aspect of the allocation and expenditure
- Fully implementing the e-Procurement System (eP) which allows procurement to be done online
- Implementing the Bulk Payment System for processing utility payments

ICT AND LIBRARY SECTION

ICT

In 2009, the ICT Section was headed by a Deputy Director and assisted by two Information Technology Officers, two Assistant Information Technology Officers and two Computer Technicians. This section is responsible for all matters concerning the Information Technology and Communication infrastructure in IDFR. In 2009, the ICT Section focused on improving IDFR's ICT infrastructure such as upgrading the e-mail system, strengthening the network security level, expanding the wireless coverage access and replacing obsolete ICT equipments. Besides implementing projects scheduled for the year, the ICT Section also provided helpdesk facilities and maintenance of computer hardware and software for all IDFR staff.

In order to increase the efficiency of the government's service delivery system, the ICT Section had proactively taken the steps to replace the current e-mail system in IDFR. The new e-mail system, which uses Microsoft Exchange 2007, is able to enhance the message delivery system and its reliability, and to meet an increase in the number of future e-mail users. Furthermore, the user interface for the new e-mail system is more

attractive and is equipped with additional features such as calendar sharing, the ability to receive e-mail through a Personal Digital Assistant (PDA) and the ability to manage the e-mail interface by the users themselves. In line with this, several training sessions were conducted to introduce and help IDFR e-mail users to familiarise themselves with the new system by 2010.

An effective controlling and monitoring system can prevent cyber attacks from unauthorised parties. Thus, the ICT Section had, in 2009, introduced an Active Directory (AD) concept in IDFR. AD is a database of IDFR network users and resources such as the profile of registered users, computers, and the sharing of folders and printers through the database. It can be likened to a directory or the yellow pages which store users' phone number and address. AD provides centralised information management facilities to the Network Administrator to monitor and maintain all the ICT equipment without the need to physically be at the users' workplace. For example, configuration of user's profile, user group and computer policy can be done remotely.

Cyber crime activities are bound to increase with rapid technological growth. Therefore, in order to ensure that the network in IDFR is uninterrupted and would not become a victim of cyber crime, the ICT Section had taken the initiative to increase the security level of the network. A Fortigate Firewall was purchased to replace the current firewall. The new firewall is well-equipped with security features capable of filtering all incoming and outgoing transactions to and from IDFR network. Data which are suspected and identified as virus threats, spam, prohibited materials, and others are blocked from entering into the IDFR network. Access to illegal websites by users will also be blocked by this firewall. In addition to this, periodic monitoring by the ICT Section can be carried out to identify any attempted attacks and to ensure the safety of the network while at the same time, making sure that the network is in good running condition at all times.

Furthermore, to ensure continuous power supply to the servers, and access to uninterrupted data at

all times, an Uninterruptible Power Supply (UPS) was purchased to act as a back-up to the electrical power supply. It also acts as a voltage regulator in stabilising the electrical current from the power source. Besides that, it alerts the ICT Section if there is a disruption of power supply to the data centre.

In line with the *Surat Pekeliling Am Bil. 4 Tahun 2006: Pengurusan Pengendalian Insiden Keselamatan Teknologi Maklumat dan Komunikasi (ICT) Sektor Awam* issued by MAMPU, public sector agencies which have implemented ICT infrastructure within their agencies are required to set-up a Computer Emergency Response Team (CERT). The ICT Section is a member of CERT set up under the Ministry of Foreign Affairs as agreed in the *Mesyuarat Jawatankuasa Pemandu ICT KLN Bil. 2/2009*. These appointed members shall act as first level support to Government Computer Emergency Response Team (GCERT) and is responsible for informing any ICT security incidents to the GCERT management and to take further actions in overcoming any problems.

To ensure that IDFR is on par with other international training institutes, IDFR always strive to provide better services and the best infrastructure in terms of facilities to its clienteles. In line with this, the wireless infrastructure coverage was expanded to the C block, the auditorium and also the cafeteria. The aim of this facility is to enable easy access to the internet for course participants and visitors to IDFR.

A conducive working environment is vital towards increasing staff productivity. Thus, in line with the new posts in IDFR, the ICT Section strives to provide ICT equipment for IDFR workspaces, lecture rooms and computer laboratory. Procurement of 31 units of personal computers, four units of notebooks, eight units of printers, five units of projectors and two units of motorised screens were made to replace obsolete equipment and upgrade the ICT infrastructure. The projectors and motorised screens were installed in the Executive and the Duta meeting rooms.

Library

In line with IDFR's mission, the Library Section was set up to provide research facilities and reference material for officers and course participants. This section is headed by a Deputy Director, who is assisted by an Assistant Director and seven support staff.

The Library Section aims to build a complete and up-to-date collection of a wide range of printed and multimedia materials on foreign relations as well as diplomacy, international relations, strategic studies and other related disciplines. Library materials can be accessed through the library's webOPAC at <http://www.idfr.gov.my/lib/opac1.php>

The Library Section continues to enhance its information services by building on its collections and ensuring the provision of efficient and effective reference service to fulfil the information needs of IDFR by encouraging reading and research among officers and course participants.

In 2009, a total of 567 titles were acquired while 66 printed serials were subscribed. Material acquisition were done through selections from publishers' catalogues, a visit to the 2009 Kuala Lumpur International Book Fair, and proposed titles from lecturers and IDFR officers. The Library Section has an accumulated collection of 72,680 volumes consisting books, journals, magazines, seminar papers, IDFR publications, project papers, thesis, and multimedia materials.

In line with the current ICT trend, the information system in IDFR is constantly updated and enhanced whereby the Library Section has subscribed to nine local and international databases for the benefit of users.

The Library Section also provides various types of services including Circulation Services, Reference Enquiry Services, Interlibrary Loan, Indexing, Classification and Cataloguing of Library Materials, Online Database Services, Internet and Photocopying Services.

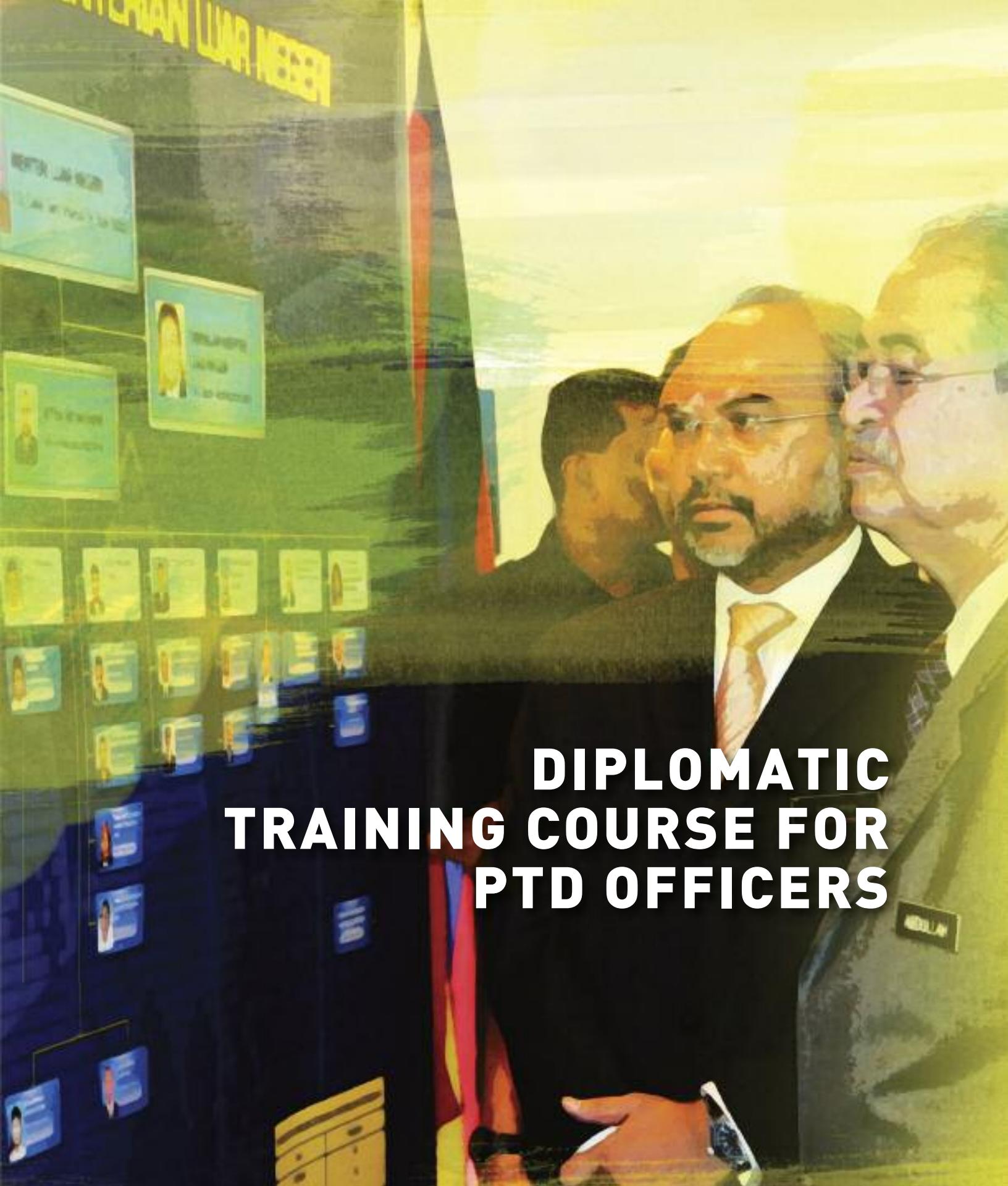
For the year 2009, the Library Section had 367 registered users. The total open access borrowings were 6,280. There was also an increase in reference enquiries services which were made through various channels such as e-mails, telephone calls, letters and walk-in. The total reference enquiry for 2009 was 2,367 enquiries.

The Library Section also successfully organised a Workshop on Information Seeking Skills on 20 May 2009. The objective of the workshop was to help library users, especially course participants, to search and get information correctly and effectively according to subject.

It also conducted a Knowledge Sharing session on Procedure in Handling Official Ceremony for IDFR staff on 10 November 2009 in order to increase their understanding, knowledge and skills related to procedures, guidelines and ethics in handling official ceremonies.

The Library Section aspires to further enhance its information resources in fields related to diplomacy and strategic studies, package and sharing information in various forms in order to fully support the implementation of IDFR's training and research programmes.

The Library Section is open from 7.30 a.m. to 5.00 p.m. daily except Saturdays, Sundays and public holidays. However, the hours of operation will be extended upon request.

A painting depicting three men in a formal setting. In the foreground, a man with a beard and glasses, wearing a dark suit and tie, looks down at a small object in his hands. Behind him, two other men are visible; one has his arm around the other's shoulder. The background features a large American flag and a globe on a stand. The overall atmosphere is one of serious discussion or analysis.

DIPLOMATIC TRAINING COURSE FOR PTD OFFICERS

DIPLOMATIC TRAINING COURSE FOR PTD OFFICERS

As the training arm of the Ministry of Foreign Affairs, Malaysia, IDFR is responsible for training diplomats and diplomatic officers of the Ministry. Every year, it organises courses which cater specifically to the Ministry's needs and requirements.

The Diplomatic Training Course for PTD Officers is one of the courses organised on a yearly basis and is at the core of IDFR training. The course participants consist of newly-appointed Administrative and Diplomatic officers of the Ministry of Foreign Affairs.

The focus of this four-month course is to enhance and broaden participants' intellectual horizon with the multi-disciplinary skills needed to prepare them for the role and responsibilities of foreign-service officers. The course comprises a wide-range of subjects and disciplines. Among them are Crisis Management; Diplomatic Writing; Defending Malaysia's National Interests; International Negotiation Skills; Media Skills; Cross-Cultural Communication; Fine Dining Etiquette; and a Foreign Language — either Arabic, French, Mandarin or Spanish.

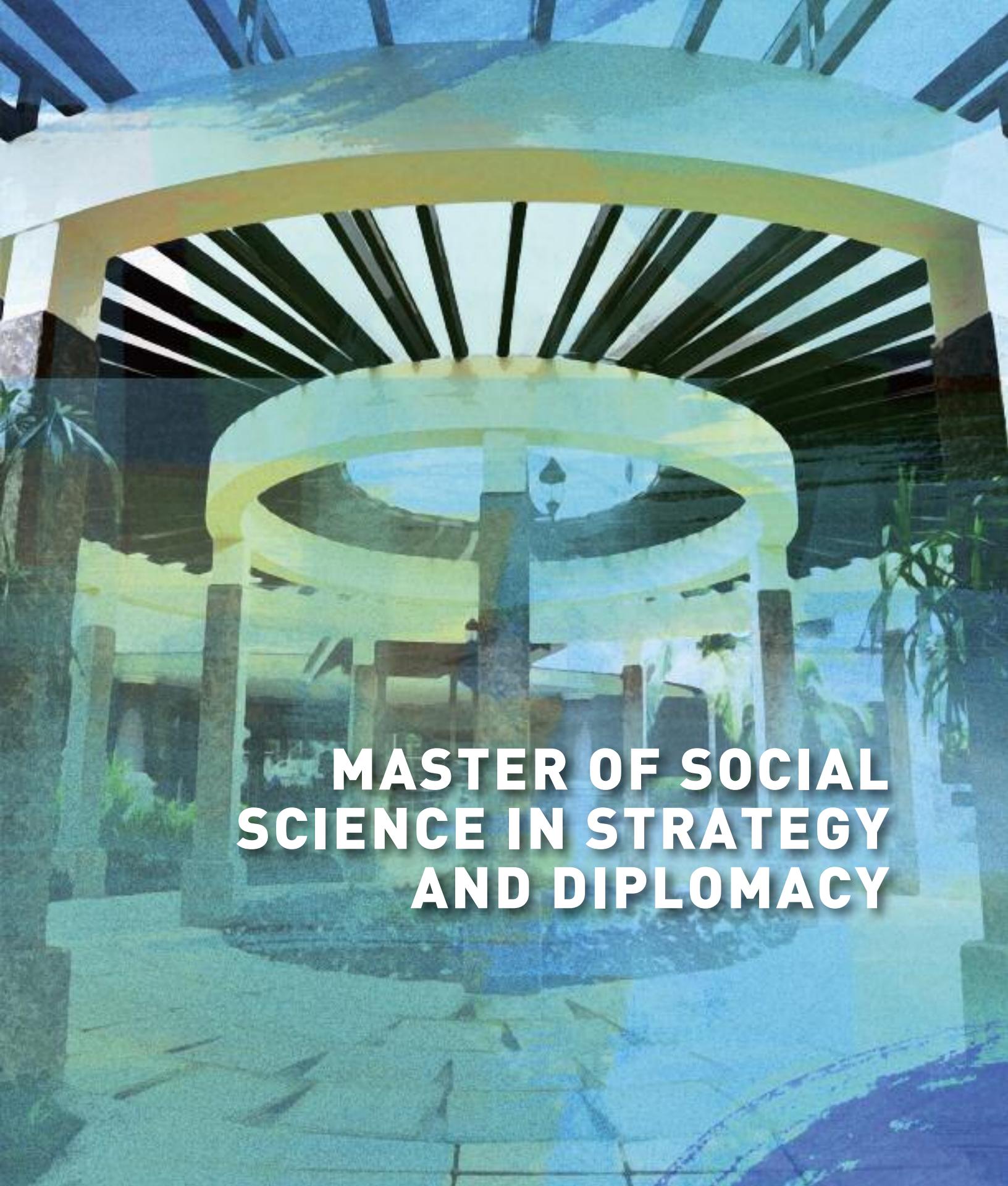
As part of efforts to boost their self-confidence in public speaking, presentation skills and negotiation, participants are required to take part in a simulation of a United Nations Security Council meeting. Participants are also put into the 'hot

seat' during the Defending Malaysia's National Interest Module where they have to take on the role of Malaysia's representatives abroad and are required to present and defend a particular national policy in a mock press conference setting.

The course also provides participants with the opportunity to meet and learn from a number of eminent guest speakers, who in the past have included Tun Dr. Siti Hasmah Mohd. Ali, Tan Sri Razali Ismail, Admiral Tan Sri Mohd. Anwar Mohd. Nor, Dr. Chandra Muzaffar and Ambassador Kishan Rana of the DiploFoundation, among others.

As part of the course requirement, participants also have to undergo a one-week attachment programme at a Malaysian Mission abroad. This enables them to gain exposure and hands-on experience of the actual nature of work at Mission.

IDFR plans to turn this course into a fully accredited Diploma Programme and is currently working with the Public Service Department in fulfilling the necessary requirements.



MASTER OF SOCIAL SCIENCE IN STRATEGY AND DIPLOMACY

MASTER OF SOCIAL SCIENCE IN STRATEGY AND DIPLOMACY

The Master of Social Science in Strategy and Diplomacy is a joint programme between IDFR and Universiti Kebangsaan Malaysia (UKM), which awards the degree. It is now in its 11th year of implementation and is an intensive full-time 13-month programme aimed at providing a broad understanding of the core issues relating to the theory and practice of strategy and diplomacy. More than 160 students have graduated from this programme since its inception. The current class for the 2009/2010 intake consists of 16 students including nine foreign students from Afghanistan, Canada, Fiji, Guinea, Maldives, Myanmar, Papua New Guinea, Thailand and the United States of America.

This master's programme prepares and equips students from diverse academic backgrounds with the ability to explore the nexus between strategy and diplomacy within the context of the changing global environment. The course focuses on the understanding of strategic and security issues; diplomacy; foreign policy; global peace and war; international political economics; international law; defence policy and regional studies, which will enable students to analyse issues in the current world scenario; to have a better understanding of international law and international organisations; and to have a forum for a healthy exchange of ideas and views on contemporary issues in strategy and diplomacy. Learning is done through lectures, discussions, presentations, group work, seminars, assignments, examinations and a written thesis.

All applicants for this programme must have at least a bachelor's degree or its equivalent and proficiency in the English Language. Serving officers in the Malaysian public sector must submit their applications through their respective departments and have approval for a study leave or a Government scholarship.

Application forms for the programme may be downloaded from www.idfr.gov.my, and should reach IDFR by 15 January each year.



OFFICIAL LAUNCH OF IDFR CAMPUS

OFFICIAL LAUNCH OF IDFR CAMPUS

8 January 2009 was an important date in the history of IDFR. That was the day the IDFR Campus on Jalan Wisma Putra was officially launched. It is now located on the grounds of the Ministry of Foreign Affairs before it moved to Putrajaya in 2001. Historically, IDFR is located on the site of the residence of the late Tunku Abdul Rahman Putra Al-Haj, former Prime Minister and Minister of External Affairs, when he was the Chief Minister of the Federation of Malaya.

Tun Abdullah Ahmad Badawi, the former Prime Minister, was the guest of honour. He was received by Dato' Seri Utama Dr. Rais Yatim and Dato' Seri Syed Hamid Albar; both were Foreign Ministers. He was also greeted by IDFR staff dressed in traditional costumes of countries around the world. Tun Abdullah was immediately ushered into the Gallery to sign IDFR's Guest Book.

Tun Abdullah was then escorted to the IDFR Auditorium, the venue for the launch. In his speech, Tun Abdullah said that "this site, which was once the cradle of our diplomacy in the early days of the nation's history, has now become the nursery and training ground for our current and future generations who choose a career in diplomacy". To further stress on the important role of IDFR, Tun Abdullah said that "to prepare Malaysian diplomats for the important role they have to play in the life of the nation, IDFR should be equally ready and competent to do its crucial part". With three beats of the gong by Tun Abdullah, the IDFR campus was officially launched. The launch saw the gathering of practitioners and the who's who in the field of diplomacy and international relations.

To add to the gaiety of the occasion, IDFR organised a publication exhibition. Participating agencies included Dewan Bahasa dan Pustaka; Institute of Occidental Studies, UKM; Asia-Europe Institute, UM; Centre for ASEAN Studies, UiTM; Faculty of Social Sciences and Humanities, UKM; Centre for Policy Research and International Studies (CENPRIS), USM; Department of Information and Public Diplomacy, Ministry of Foreign Affairs; INTAN; and UUM, who showcased their more recent publications. The Ministry also organised a 'Meet the Client Day' and held a photo exhibition.

Immediately after the launch, Tun Abdullah was taken on a tour of IDFR and around the exhibition area before he was escorted to the Multipurpose Hall for lunch with all the other guests.

The plaque that Tun Abdullah signed during the launch is now proudly displayed at the IDFR main lobby.

Pertanyaan

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