



MSC Malaysia Capability Development Programme Professional Development

2009 Programme Guideline: MSC Malaysia Status Organisation Category



Capability Development Department
Capacity Development Division
Multimedia Development Corporation
MSC Headquarters,
2360 Persiaran APEC,
63000 Cyberjaya

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CDP Professional Development

What is CDP Professional Development?

CDP Professional Development was introduced on 1st July 2008 under the umbrella of MSC Malaysia Capability Development Programme (CDP). It provides financial assistance for MSC Malaysia Status Organisations to increase competency and skills of their local IT professionals in emerging technologies and new good practices by taking up professional certifications. It also enables individuals to apply, however they have to be an employee of MSC Malaysia Status Organisations.

Type of Financial Assistance

Financial assistance for CDP Professional Development is based on reimbursement basis. There are 2 types of financial assistance available:

Type	Incentive Value
Training Track <ul style="list-style-type: none">refers to training(s) required to obtain a professional certification	<u>50% of total training(s) cost or maximum of RM 1500 per participant; whichever is lower</u>
Certification Track <ul style="list-style-type: none">refers to exam(s) required to obtain a professional certification	<ul style="list-style-type: none">Technology based certification** <u>75% of total exam(s) fees leading to certification or maximum of RM 2500 per participant ; whichever is lower</u>Non Vendor based certification** <u>75% of total exam(s) fees leading to certification or maximum of RM 1000 per participant ; whichever is lower</u>

*** Please refer to CDP Professional Development Approved List on page 3*

Eligibility Criteria

- Must be a MSC Malaysia Status Organisation
- Nominated participants must be Malaysian
- Nominated participants must have at least 1 month working experience
- Meets the admission criteria of the professional certification and training course chosen
- Professional certification and training course applied must be approved by MDeC (Please refer to CDP Professional Development Approved List – page 3)
- Organisations can nominate up to 10 participants per application, however should there be >10 participants per Organisation, the reimbursement for the additional participant(s) is not guaranteed and will be at the sole discretion of MDeC

Application Process Guidelines

- Before filling in an application form, please read this Programme Guideline Book carefully
- All application **must include certification with the exception of courses that has no related certification as stipulated in the CDP Professional Development Approved List**
- 2 types of application can be submitted:
 - a) Application for **Training and Certification Tracks** (training course + examination)
 - b) Application for **Certification Track** only (exam)
- All application **must be approved by MDeC before participants can attend the training and sit for the exam(s) applied**
- All application **must reflect training, exam(s) and certification date in year 2009**
- Application submission **must be based on 2009 Application Cycle**. Please refer to Application & Reimbursement Cycle & Calendar – page 5)
- CDP Professional Development Application Form can be obtained from CliC, Programme Secretariat or at CDP website www.mscomalaysia.my/cdp
- Supporting documents to be submitted with CDP Professional Development Application Form:
 1. Copy of MSC Malaysia Status Certificate
 2. **Certified True Copy of MyKad** of each nominated participants
 3. Study Plan (as per Appendix 1 of the Application Form)
 4. For application with Training Track
 - training course quotation/brochure or any related document that states the cost and syllabus
- Each nominated participant is eligible to 1 approved application per cycle
- Before submitting new application, each participating organisation must ensure that all participants in previous cycle have completed the reimbursement process
- MDeC is **not responsible and will not entertain any HRDF related processes** (i.e claiming)

Incentive Disbursement Guidelines

- Incentive is provided based on reimbursement model which is claimable upon successful completion of the approved professional certification and training course
- Participating organisations are required to pay full 100% professional certification and training costs to the chosen training provider/learning centre
- Participating organisations must seek reimbursement according to the 2009 Reimbursement Cycle. (Please refer to Application & Reimbursement Cycle & Calendar – page 5)
- For Training Track, each participant must show proof that he/she has attended the training and the exam(s) in order to receive the Training Track incentive reimbursement

- For Certification Track, incentive will be disbursed upon successful completion of the professional certification
- Supporting documents to be submitted with CDP Professional Development Reimbursement Form:
 1. **Original Payment Receipt** as prove of payment to training provider/ learning centre for training and exam(s)
 2. **Certified True Copy** of the **certificate/result slip (for both successful and unsuccessful attempt of exam)**
 3. **Certified True Copy** of the **certificate of attendance/attendance sheet** for application with Training Track
- Participants must remain as employee of the participating organisation until completion of the Programme
- MDeC have the right to amend the reimbursement payment amounts
- MDeC will not pay for out of pocket expenses and membership fees
- MDeC reserves its right at any time to defer or suspend any payments, discontinue with or vary the Programme including continuing or discontinuing with the disbursement of the fee towards the Programme regardless of its completion status

Certification Track Special Guideline:

- Participants are required **to complete and succeed in each of the required examination(s) of the professional certification before claiming the incentive approved**
- Incentive will be disbursed **ONE time per professional certification** and not according to examination papers

CDP Professional Development Approved List

CDP Professional Development Approved List

a) Technology Based Certification

Technology based certification	
Vendor / Technology Area	Certification
CHECK POINT	CCSA NGX
Cisco	CCNA / CCNP / CCSP / CCDP / CCIP / CCVP / CCIE / UCSE
Cognos	IBM Cognos 8 BI / IBM Cognos 8 Planning / Cognos 8 Controller
CompTIA	CompTIA A+ / CompTIA Network+ / CompTIA Security+
EMC Technology Foundations	EMC Proven Professional Certification
Engineering	VLSI / DSP / RF
IBM	Tivoli / Web sphere / CATE (IBM System p5) / IBM DB2
Juniper	Juniper Networks Technical Certification Program (JNTCP)
MAC	Apple Certified Help Desk Specialist (ACHDS) / Apple Certified Support Professional (ACSP) / Apple Certified Pro for Final Cut Pro
Microsoft	MCP / MCTS / MCDBA / MCSA / MCSE / MCITP / MCSA / Microsoft Dynamics AX Certifications
NI	LabVIEW Basics I / LabVIEW Basics II / Certified LabVIEW Associate Developer / NI TestStand Certification
Open Source	<ul style="list-style-type: none"> • Linux LPI / RHCE / RHCT / SUSE Linux Enterprise Server 10 • PHP

	<ul style="list-style-type: none"> • Perl • MySQL
Oracle	Oracle OCA / OCP / OCM / Oracle Certified Expert
RSA	RSA Certified Security Professional
SAP	<ul style="list-style-type: none"> • SAP ABAP / BASIS / FICO / MM / SD / HR
Sun	SCJP / SCJD / SCDJWD / SCWCD / SCMD / SCBCD
VMware	VMware Certified Professional
WiMAX	WiMAX Forum® RF Network Engineer Certification
Others	Brainbench certification series (technology related examination only)

b) Non Vendor Based Certification

Non Vendor based certification	
Area / Scope	Certification
Call Centre Management	CIAC-Certified Strategic Leader (CCSL) / CIAC-Certified Operations Manager (CCOM) / CIAC-Certified Management Consultant (CCMC) / CIAC-Certified Management Apprentice (CCMA)
Creative Multimedia	<ul style="list-style-type: none"> • Maya * • 3D Studio Max *
Data Centre Management	Certified Data Centre Professional (CDCP)
e-Business	EC-Council Certified E-Business Professional
Finance & Accounting	CIMA Certificate in Business Accounting (CBA)
Help Desk	Certified Help Desk Professional (CHDP)
ISO Standards Lead Auditor	Lead Auditor – ISO 9001, ISO 20000 & ISO 27000
IT Service Management	ITIL
Project Management	<ul style="list-style-type: none"> • PMP / CAPM • PRINCE 2
Security	<ul style="list-style-type: none"> • CISSP / SSCP • SANS • ISACA CISA / CISM • EC-Council Certifications: Certified Ethical Hacker (CEH) / Computer Hacking Forensic Investigator (CHFI) / EC-Council Certified Security Analyst (ECSA) / Licensed Penetration Tester (LPT) / EC-Council Network Security Administrator (ENSA) / Security 5 / Network 5
Software Testing	<ul style="list-style-type: none"> • ISTQB Certified Tester (CTFL / CTAL) • Certified Software Tester (CSTE) • ISEB Professionals
Others	EC-Council Disaster Recovery Professional

**No related Professional Certification*

The list is not exhaustive, certifications not listed can be applied; subject to MDeC's approval.

2009 Application & Reimbursement Cycle

Below are the cycles for the year 2009:

	Q1	Q2	Q3
Application Cycle	5 th -14 th Jan 3 rd -6 th Feb 2 nd -6 th Mar	1 st -7 th Apr 4 th -8 th May 1 st -5 th Jun	1 st -7 th Jul 3 rd -7 th Aug 1 st -8 th Sep
Reimbursement Cycle	25 th -31 st Mar	24 th -30 th Jun	28 th Sep-2 nd Oct

- 2009 calendar overview of the above cycle is available at page 6
- All applications and reimbursements submissions must be based on the above cycles

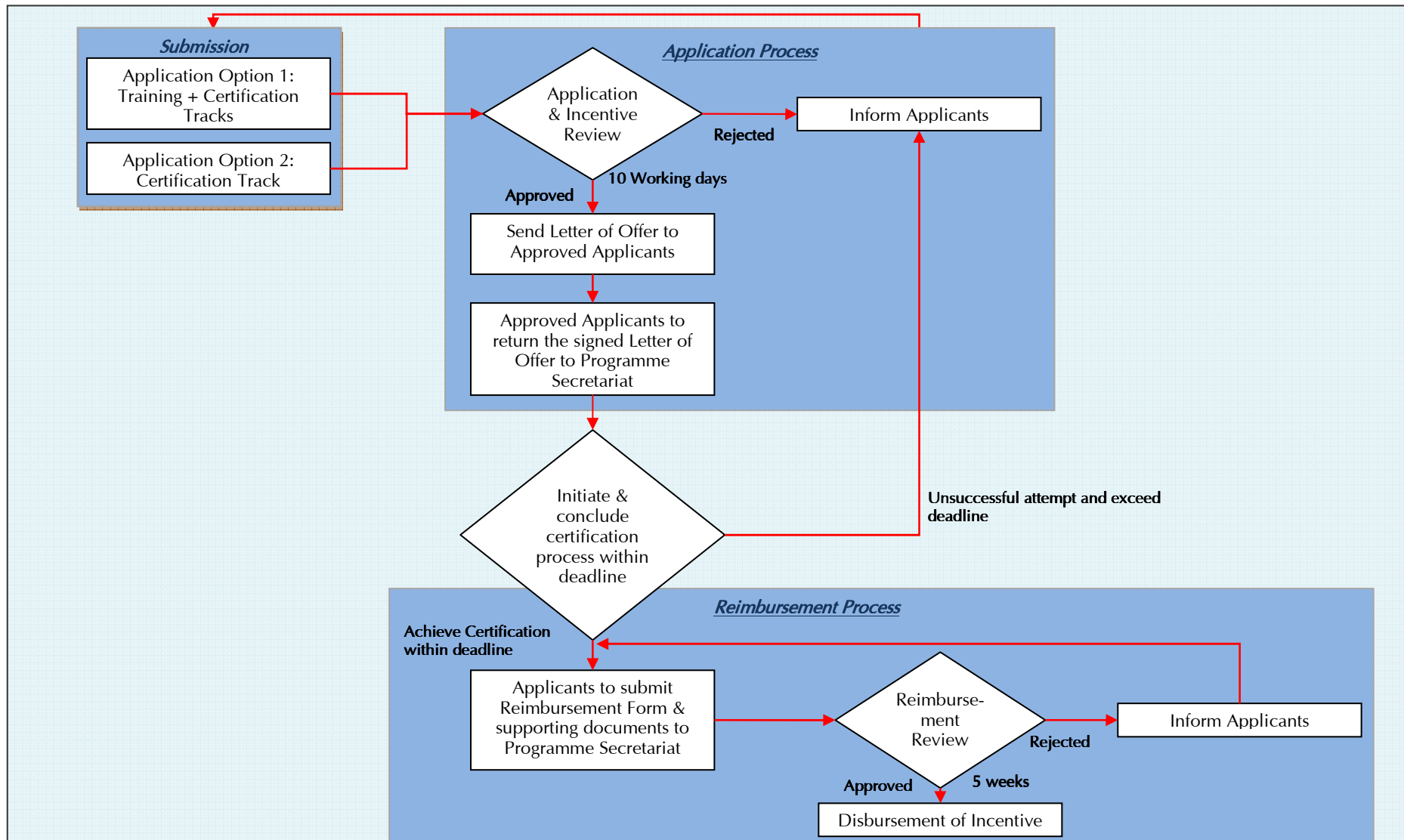
For example:

Application submitted on the 5th Feb 2009 must reflect training and examination dates from 7th Feb to 24th Mar 2009. The reimbursement must be submitted during the 25th-31st March 2009 reimbursement deadline.

	Weekends		Application Cycle
	Public Hols		Reimbursement Cycle

	Q1			Q2			Q3			Q3		
2009	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	Thu New Year	Sun WP	Sun	Wed	Fri PH-Labour Day	Mon	Wed	Sat	Tue	Thu	Sun	Tue
2	Fri	Mon PH-WP	Mon	Thu	Sat	Tue	Thu	Sun	Wed	Fri	Mon	Wed
3	Sat	Tue	Tue	Fri	Sun	Wed	Fri	Mon	Thu	Sat	Tue	Thu
4	Sun	Wed	Wed	Sat	Mon	Thu	Sat	Tue	Fri	Sun	Wed	Fri
5	Mon	Thu	Thu	Sun	Tue	Fri	Sun	Wed	Sat	Mon	Thu	Sat
6	Tue	Fri	Fri	Mon	Wed	Sat DYMM Agong's Bday	Mon	Thu	Sun	Tue	Fri	Sun
7	Wed	Sat	Sat	Tue	Thu	Sun	Tue	Fri	Mon	Wed	Sat	Mon
8	Thu	Sun Thaipusam	Sun	Wed	Fri	Mon	Wed	Sat	Tue	Thu	Sun	Tue
9	Fri	Mon PH-Thaipusam	Mon PH-Maulidur Rasul	Thu	Sat Wesak	Tue	Thu	Sun	Wed	Fri	Mon	Wed
10	Sat	Tue	Tue	Fri	Sun	Wed	Fri	Mon	Thu	Sat	Tue	Thu
11	Sun	Wed	Wed	Sat	Mon	Thu	Sat	Tue	Fri	Sun	Wed	Fri
12	Mon	Thu	Thu	Sun	Tue	Fri	Sun	Wed	Sat	Mon	Thu	Sat
13	Tue	Fri	Fri	Mon	Wed	Sat	Mon	Thu	Sun	Tue	Fri	Sun
14	Wed	Sat	Sat	Tue	Thu	Sun	Tue	Fri	Mon	Wed	Sat	Mon
15	Thu	Sun	Sun	Wed	Fri	Mon	Wed	Sat	Tue	Thu	Sun	Tue
16	Fri	Mon	Mon	Thu	Sat	Tue	Thu	Sun	Wed	Fri	Mon	Wed
17	Sat	Tue	Tue	Fri	Sun	Wed	Fri	Mon	Thu	Deepavali	Tue	Thu
18	Sun	Wed	Wed	Sat	Mon	Thu	Sat	Tue	Fri		Wed	Awal Muharram
19	Mon	Thu	Thu	Sun	Tue	Fri	Sun	Wed		Mon	Thu	Sat
20	Tue	Fri	Fri	Mon	Wed	Sat	Mon	Thu	Raya	Tue	Fri	Sun
21	Wed	Sat	Sat	Tue	Thu	Sun	Tue	Fri	Raya	Wed	Sat	Mon
22	Thu	Sun	Sun	Wed	Fri	Mon	Wed	Sat	Raya	Thu	Sun	Tue
23	Fri	Mon	Mon	Thu	Sat	Tue	Thu	Sun	Wed	Fri	Mon	Wed
24	Sat	Tue	Tue	Fri	Sun	Wed	Fri	Mon	Thu	Sat	Tue	Thu
25	Sun	Wed	Wed	Sat	Mon	Thu	Sat	Tue	Fri	Sun	Wed	Xmas
26	Mon CNY	Thu	Thu	Sun	Tue	Fri	Sun	Wed	Sat	Mon	Thu	Sat
27	Tue CNY	Fri	Fri	Mon	Wed	Sat	Mon	Thu	Sun	Tue	Fri	Sun
28	Wed	Sat	Sat	Tue	Thu	Sun	Tue	Fri	Mon	Wed	Sat	Mon
29	Thu		Sun	Wed	Fri	Mon	Wed	Sat	Tue	Thu	Sun	Tue
30	Fri		Mon	Thu	Sat	Tue	Thu	Sun	Wed	Fri	Mon	Wed
31	Sat		Tue		Sun		Fri	Mon Merdeka		Sat	Tue	Thu

Overview of CDP Professional Development Application & Reimbursement Cycle Calendar



Overview of CDP Professional Development Application & Reimbursement Process

Programme Information and Contact

Enquiries can be submitted in writing by mail, fax or e-mail to:

MSC Malaysia Client Contact Centre (CliC)

Tel: +603-8315 3000

Toll free no: 1-800-88-8338 (within Malaysia)

Email: clic@mdec.com.my