

ABOUT MTCP

The Malaysian Technical Cooperation Programme (MTCP) was first initiated at the First Commonwealth Heads of Government Regional Meeting (CHOGRM) for Asia Pacific Region in Sydney in February 1978. It was officially launched on 7 September 1980 at the 2nd CHOGRM in New Delhi, India, to signify Malaysia's commitment to South-South Cooperation, in particular Technical Cooperation among Developing Countries (TCDC).

In line with the spirit of South-South Cooperation, Malaysia through the MTCP shares its development experiences and expertise with other developing countries. The MTCP was first formulated based on the belief that the development of a country depends on the quality of its human resources. The programme forms part of the commitment of the Malaysian Government towards the promotion of technical cooperation among developing countries, strengthening of regional and sub-regional cooperation, as well as nurturing collective self-reliance among developing countries.

The MTCP emphasises the development of human resources through the provision of training in various areas which are essential for a country's development such as public administration, good governance, health services, education, sustainable development, agriculture, poverty alleviation, investment promotion, ICT and banking. Since its inception in 1980, more than 33,000 participants from 144 recipient countries have benefited from the various programmes offered under the MTCP. More information at MTCP website: www.mtcp.kln.gov.my

Objectives of MTCP

- To share development experience with other countries;
- To strengthen bilateral relations between Malaysia and other developing countries;
- To promote South-South Cooperation (SSC);
- To promote technical cooperation among developing countries (TCDC)

ABOUT INSTEP

Institut Teknologi Petroleum PETRONAS (INSTEP) is a *state-of-the-art* technical training institute owned by PETRONAS Technical Training Sdn Bhd (PTTSB). Established in 1981, INSTEP was set-up with the aim to accelerate human capital development to support the growth of PETRONAS as well as Malaysia's oil & gas industry. One of our strengths lies in the customisation of learning programmes according to customers' needs. INSTEP's flagship programme, Petroleum Technology Programme-1, has accreditations from BTEC and OPITO, making our graduates globally marketable. The instructors are also BTEC certified assessors and verifiers.

Our new Upstream and Downstream Training Plant (UDTP) is a real-life training plant. It groups all the facilities and training modules together, into one integrated training centre that will enable hands-on skill development through re-creation of work place environment.

INSTEP also serves international clients from more than 15 countries as part of its aspiration to be "A Leading Partner of Choice in Oil and Gas Technical Learning and Certification".

Application

Applications should be made using the prescribed MTCP forms available at https://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course. MTCP application forms can also be obtained at nearest Malaysian Embassies in recipient countries.

All application forms must be duly completed and endorsed by the Ministry of Foreign Affairs or National Focal/Aid Coordinator Agency in the respective countries (the relevant ministry or agency responsible for the overall coordination of international technical assistance) and should be submitted ONLY through the diplomatic channel via Embassy of Malaysia in the respective countries.

Submitted application forms must be accompanied by the applicant's:

- ♣ Copy of Passport
- ♣ Passport sized coloured photo (3.5cm x 5cm)
- ♣ Medical Report

Only successful applicants will be notified.

Contact Details

For further enquiries, applicants can either approach their respective Malaysian official representative or email to the following address;

Mohd Ayub Hassan
Learning Consultant

Email : mohdayub@petronas.com.my
Tel: +609 6686258 / +6019 9872774
Website: <http://www.instep.my>



MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

Basic Training for Plant Operation



18 - 31 August 2019

**INSTITUT TEKNOLOGI PETROLEUM
PETRONAS (INSTEP)**
Lot 9764 Batu Rakit,
21020 Kuala Nerus, Terengganu,
Malaysia

Application Guidelines

Application should be made using the prescribed MTCP forms available at

https://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course

Application deadline: 17 June 2019

About the Course

The **Basic Training for Plant Operation** is designed for those who have minimal knowledge of plant operation. It describes in detail the fundamental issues that must be addressed by plant personnel in order to have a safe, efficient, and effective plant operation. The learning methodology covered both theory and practical practices in upstream and downstream plant.

Objectives

By the end of the course, participants are expected to be able to;

1. Enrich their knowledge on upstream & downstream plant operation
2. Explain the formation of petroleum reservoirs, basic geological considerations and the exploration process
3. Share standard operating procedures for downstream plant
4. Apply understanding of asset maintenance and downstream supply chain activities
5. Enlarge their networking in oil & gas industry



Target Participants

Managers, Senior Executives or Engineers in Oil, Gas and Petrochemicals Industry

Trainers

This course will be facilitated by experienced trainers in Oil, Gas and Petrochemicals Industry

Contents

Introduction to Upstream Industry

- ◆ Exploration, Appraisal and Drilling Activities
- ◆ Reservoir Engineering and Field Development Planning
- ◆ Production of Oil and Gas
- ◆ Production Operations and Maintenances
- ◆ Decommissioning of Oil and Gas Installations

Introduction to Downstream Industry

- ◆ Crude Oil Refining Technology & Processes
- ◆ Gas Processing Technology/LNG
- ◆ Petrochemical Technology

Upstream and Downstream Plant Familiarization

- ◆ Typical Process Operation Diagram
- ◆ Plant Start-up & Plant Shut Down Activities
- ◆ Plant HSE and Inspection
- ◆ Product Sampling and Analysis

Plant Utility Operation

- ◆ Steam Generation
- ◆ Cooling Water System
- ◆ Air Compression System
- ◆ Treated Water System



Fellowship / Scholarship

The terms and conditions under MTCP at INSTEP include:

Accommodation and meals

Food and lodging are provided by INSTEP.

Fares

A return air ticket from the capital city of the participant country to Kuala Lumpur on economy class is provided (except for some countries which require to bear their own air fare; please refer to the MTCP website for further details).

Visa and Vaccination

Visa and Vaccination It is mandatory for all the MTCP participants to follow the Visa With Reference (VDR) application procedure. Once the approval is obtained, the training institution should send a copy of VDR approval letter to the participants. Subsequently, with the copy of the approval, the participants may get the VDR from the nearest Embassy of Malaysia. Wherever applicable, participants are advised to arrange for vaccination on their own prior to travel to Malaysia. Expenditures on all visa-related fees, airport tax/airport user's charge, transit insurance, excess luggage, travel tax, transit fees, domestic passenger terminal fees, phone charges, private purchases, etc borne by the participants.

Vaccination for Yellow Fever

Participants from some countries are required to take a mandatory vaccination for yellow fever at least 10 days prior to their departure to Malaysia. Yellow Fever certificate is required to be produced upon landing in Malaysia for countries as listed at the link below: <http://www.imi.gov.my/index.php/en/main-services/visa/visa-requirement-by-country.html>

Course Fees

All course fees are borne by the Malaysian Government.

Medical and Dental Treatment

Candidates should be certified medically and physically fit to participate in this program. During participants' stay in Malaysia, all medical and dental expenses in the government hospital/clinic are at the cost of the Malaysian Government. Dental treatment however, is restricted to extraction and filling which must be carried out in government hospitals/clinics only.

Manners

Participants shall conduct themselves at all times in a manner compatible with their responsibilities as MTCP participants and abide by the laws, rules and regulations as stipulated by the host government in respect of this training course.

Participants are not allowed to bring along their spouses for the duration of the course.

Dress Code

During lectures, male participants are required to dress in long-sleeved shirts with ties, long pants and lounge suits and female participants should be appropriately dressed in office attire. For formal occasions – lounge suit or national costume are required.