



Ruj : KKM.500/3/4/9 Jld.30(2 )  
Tarikh : 11 November 2022

**Semua Pengarah Kesihatan Negeri**  
**Jabatan Kesihatan Negeri**  
**Kementerian Kesihatan Malaysia**

YBhg. Datuk/ Dato'/ Datin/ Tuan/ Puan,

**HEBAHAN PELAWAAN PENAJAAN BIASISWA DI BAWAH JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR ELECTRICITY AND ENERGY SECTOR (ENERGY POLICY)**

Dengan segala hormatnya saya merujuk kepada perkara di atas.

2. Untuk makluman YBhg. Tan Sri/ Datuk/ Dato'/ Tuan/ Puan, Japan International Cooperation Agency (JICA) melalui Jabatan Perkhidmatan Awam (JPA) ingin mempelawa pegawai Kumpulan Pengurusan & Profesional (P&P) yang berminat dan berkelayakan untuk memohon biasiswa di bawah JICA Knowledge Co-Creation Program For Long Term Participants- Human Resources Development For Electricity And Energy Sector (Energy Policy) untuk mengikuti pengajian peringkat Sarjana dan Doktor Falsafah (Ph.D) di Jepun. Program ini adalah kerjasama antara pihak JICA dengan National Graduate Institute for Policy Studies (GRIPS) & the Institute of Energy Economic, Japan (IEEJ) yang mana melibatkan tiga (3) kursus pengajian iaitu:

- i. Master Program of Public Policy (MP1 – 1 year);
- ii. Master Program of Public Policy (MP2 – 2 year);
- iii. Doctoral Degree in Science, Technology & Innovation Policy (STI – 3 year)

3. Semua permohonan mesti memenuhi syarat-syarat seperti yang dinyatakan di dalam **notis tawaran JPA** dan boleh dimuat turun melalui pautan <http://esilav2.jpa.gov.my>. Calon perlu melayari dan memohon secara dalam talian melalui portal JPA seperti yang tersebut.



4. Calon dinasihatkan untuk memahami syarat-syarat dan mengikuti tatacara permohonan yang ditetapkan bagi mengelakkan permohonan tersebut ditolak. **Ketua** Jabatan adalah dicadangkan supaya hanya menyokong dan mempertimbangkan calon-calon yang layak, sesuai serta memenuhi syarat-syarat yang ditetapkan. Bagi Skim Perkhidmatan Pergigian dan Perkhidmatan Farmasi perlu memenuhi syarat-syarat tambahan seperti di Lampiran 1 dan 2.

5. Sehubungan itu, permohonan perlu **dikemukakan terus dan perlu diterima oleh pihak BPL KKM** seperti alamat di bawah **sebelum atau pada 23 November 2022 (Rabu)** kepada:

Program Kepakaran 2  
Cawangan Operasi Latihan  
Bahagian Pengurusan Latihan, KKM  
Aras 6, Menara Prisma, No 26, Persiaran Perdana, Presint 3  
62675, Putrajaya

6. Setiap permohonan yang dikemukakan perlu mematuhi tarikh tutup yang ditetapkan oleh pihak Kementerian Kesihatan Malaysia seperti di atas. Sebarang pertanyaan lanjut berhubung permohonan ini boleh emel di [kepakaran2@moh.gov.my](mailto:kepakaran2@moh.gov.my). **Permohonan yang lewat diterima tidak akan dipertimbangkan.**

7. Kerjasama YBhg. Datuk/Dato'/Datin/Tuan/Puan adalah dipohon untuk memaklumkan tawaran ini kepada semua pegawai yang berminat dan berkelayakkan di Jabatan YBhg. Datuk/Dato'/Datin/Tuan/Puan.

Sekian, terima kasih.

**"WAWASAN KEMAKMURAN BERSAMA 2030"**

**"BERKHIDMAT UNTUK NEGARA"**

Saya yang menjalankan amanah,



**(KHAIRUL ANUAR BIN MOHD YUNOS)**

Bahagian Pengurusan Latihan  
b.p Ketua Setiausaha  
Kementerian Kesihatan Malaysia

**s.k.**

Ketua Pengarah Kesihatan  
Kementerian Kesihatan Malaysia

Timbalan Ketua Setiausaha (Pengurusan)  
Kementerian Kesihatan Malaysia

Timbalan Ketua Pengarah Kesihatan (Perubatan)  
Kementerian Kesihatan Malaysia

Timbalan Ketua Pengarah Kesihatan (Kesihatan Awam)  
Kementerian Kesihatan Malaysia

Timbalan Ketua Pengarah Kesihatan (Sokongan&Teknikal)  
Kementerian Kesihatan Malaysia

Pengarah Kanan  
Bahagian Kesihatan Pergigian  
Kementerian Kesihatan Malaysia

Pengarah Kanan  
Bahagian Perkhidmatan Farmasi  
Kementerian Kesihatan Malaysia

Pengarah  
Bahagian Sains Kesihatan Bersekutu  
Kementerian Kesihatan Malaysia

Pengarah Kanan  
Bahagian Keselamatan Dan Kualiti Makanan  
Kementerian Kesihatan Malaysia

Pengarah  
Bahagian Kejururawatan  
Kementerian Kesihatan Malaysia

Pengarah  
Bahagian Pembangunan Kesihatan Awam  
Kementerian Kesihatan Malaysia  
Kompleks E  
Pusat Pentadbiran Kerajaan Persekutuan  
62590 Wilayah Persekutuan Putrajaya.

Pengarah  
Bahagian Pembangunan Kesihatan Keluarga  
Kementerian Kesihatan Malaysia  
Aras 7 & 8, Blok E10, Kompleks E  
Pusat Pentadbiran Kerajaan Persekutuan  
62590 Wilayah Persekutuan Putrajaya.

Pengarah  
Bahagian Perkembangan Perubatan  
Kementerian Kesihatan Malaysia  
Aras 3-7, Blok E1 Kompleks E  
Pusat Pentadbiran Kerajaan Persekutuan  
62590 Wilayah Persekutuan Putrajaya

Pengarah  
Bahagian Amalan Perubatan  
Kementerian Kesihatan Malaysia  
Aras 2 – 3 & 7, Blok E1, Kompleks E  
Pusat Pentadbiran Kerajaan Persekutuan  
62590 Wilayah Persekutuan Putrajaya.

Pengarah  
Bahagian Perancangan  
Kementerian Kesihatan Malaysia  
Aras 3, 6 dan 8,  
Blok E6, Kompleks E  
Pusat Pentadbiran Kerajaan Persekutuan  
62590 Wilayah Persekutuan Putrajaya

Setiausaha Bahagian  
Bahagian Pengurusan Maklumat  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian Kanan  
Bahagian Pembangunan  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Dasar dan Hubungan Antarabangsa  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Sumber Manusia  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Pengurusan Latihan  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Pembangunan Kompetensi  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Khidmat Pengurusan  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Kewangan  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Perolehan & Penswastaaan  
Kementerian Kesihatan Malaysia

Setiausaha Bahagian  
Bahagian Akaun  
Kementerian Kesihatan Malaysia

Penasihat Undang-Undang  
Pejabat Penasihat Undang-Undang  
Kementerian Kesihatan Malaysia

Ketua Audit Dalam  
Cawangan Audit Dalam  
Kementerian Kesihatan Malaysia

Ketua Unit  
Unit Komunikasi Korporat  
Kementerian Kesihatan Malaysia

## **SENARAI EDARAN**

Jabatan Kesihatan Negeri Johor  
Tingkat 3 & 4 Blok B, Wisma Persekutuan,  
Jalan Air Molek, 80590 Johor Bahru  
Johor Darul Takzim

Jabatan Kesihatan Negeri Kedah  
Simpang Kuala, Jalan Kuala Kedah,  
05400 Alor Setar, Kedah Darul Aman,

Jabatan Kesihatan Negeri Kelantan  
Tingkat 5, Wisma Persekutuan,  
15590 Kota Baharu, Kelantan Darul Naim.

Jabatan Kesihatan Negeri Melaka  
Tingkat 3, 4, dan 5, Wisma Persekutuan,  
Jalan Business City, Bandar MITC 75450 Ayer Keroh, Melaka.

Jabatan Kesihatan Negeri Pahang  
Jalan IM 4, Bandar Indera Mahkota  
25582 Kuantan  
Pahang Darul Makmur

Jabatan Kesihatan Negeri Perak  
Jalan Panglima Bukit Gantang Wahab,  
30590 Ipoh,  
Perak Darul Ridzuan.

Jabatan Kesihatan Negeri Perlis  
Jalan Raja Syed Alwi,  
01000 Kangar, Perlis Indera Kayangan.

Jabatan Kesihatan Negeri Pulau Pinang  
Jabatan Kesihatan Negeri Pulau Pinang (Bahagian Pengurusan)  
Tingkat 7, Bangunan MARA No. 33  
Jalan Pangkalan Weld  
10300 Pulau Pinang

Jabatan Kesihatan Negeri Sabah  
Tingkat 3, Rumah Persekutuan, Jalan Mat Salleh,  
88590 Kota Kinabalu, Sabah.

Jabatan Kesihatan Negeri Sarawak  
Jalan Diplomatik, Off Jalan Bako,  
93050 Kuching, Sarawak.

Jabatan Kesihatan Negeri Selangor  
Tingkat 9, 10, 11 & 17, No. 1, Wisma Sunway,  
Jalan Tengku Ampuan Zabedah C 9/C,  
Seksyen 9, 40100 Shah Alam, Selangor.

Jabatan Kesihatan Negeri Sembilan  
Jalan Rasah 70300 Seremban  
Negeri Sembilan Darul Khusus.

Jabatan Kesihatan Negeri Terengganu  
Tingkat 5, Wisma Persekutuan Jalan Sultan Ismail  
20920 Kuala Terengganu, Terengganu Darul Iman.

Jabatan Kesihatan WP Kuala Lumpur  
Jalan Cenderasari,  
50590 Kuala Lumpur, Wilayah Persekutuan.

Jabatan Kesihatan WP Labuan  
Peti surat 80832,  
87018 Wilayah Persekutuan Labuan.

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Alor Setar, Kedah  
Km 6, Jalan Langgar  
05460 Alor Setar  
Kedah

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Batu Pahat, Johor  
Jalan Kluang  
86400 Parit Raja, Batu Pahat  
Johor



Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Bertam, Pulau Pinang  
Jalan Tun Hamdan Sheikh Tahir  
Kepala Batas  
13200  
Pulau Pinang

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Kangar  
Jalan Behor,  
01000 Kangar  
Perlis

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Kuala Pilah, Negeri Sembilan  
Jalan Melang  
72000 Kuala Pilah  
Negeri Sembilan

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Kuala Terengganu,  
Terengganu  
Jalan Sultan Mahmud  
20400 Kuala Terengganu  
Terengganu

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Kuantan, Pahang  
Kompleks Kejururawatan Wilayah Timur  
Jalan Tanah Putih  
25100 Kuantan  
Pahang

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Kubang Kerian,  
Kelantan  
Kubang Kerian  
16150 Kubang Kerian  
Kelantan

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Melaka  
Jalan Mufti Haji Khalil  
75400 Melaka  
Melaka

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Muar, Johor  
Hospital Pakar Sultanah Fatimah Muar  
84000 Muar  
Johor

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Sandakan, Sabah  
W.D.I. No. 381  
90009 Sandakan  
Sabah

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Kejururawatan) Sg Petani, Kedah  
Jalan Lencongan Timur, Bandar Amanjaya  
08000 Sungai Petani  
Kedah

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Pembantu Perubatan) Alor Setar,  
Kedah  
Lorong Penjara, Off Lebuhraya  
Sultanah Bahiyah  
05250 Alor Setar  
Kedah

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Pembantu Perubatan) Seremban,  
Negeri Sembilan  
Jalan Rasah  
70300 Seremban  
Negeri Sembilan

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia (Teknologi Makmal Perubatan)  
Kuala Lumpur

Institut Penyelidikan Perubatan  
Jalan Pahang  
50588 Kuala Lumpur  
WP Kuala Lumpur

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia Johor Bahru, Johor  
Lot 8173, Jalan Persiaran Kempas Baru  
81200 Johor Bahru  
Johor

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia Kota Kinabalu, Sabah  
Jalan Kolam  
Bukit Padang  
88300 Kota Kinabalu  
Sabah

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia Kuching, Sarawak  
Jabatan Kesihatan Negeri Sarawak  
Lot 221, Batu 13 1/2 (KM22), Jalan Puncak Borneo,  
93590 Kuching  
Sarawak

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia Sg Buloh, Selangor  
Jalan Hospital  
47000 Sg. Buloh  
Selangor

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia Sultan Azlan Shah, Ipoh, Perak

Pengarah  
Institut Latihan Kementerian Kesihatan Malaysia Sultan Azlan Shah  
31250 Tanjung Rambutan  
Perak

Pengarah  
Pusat Pergigian Kanak-Kanak & Institut Latihan Kementerian Kesihatan Malaysia  
(Pergigian) Georgetown, Pulau Pinang  
No. 3 Jalan Sepoy Lines  
10450 Pulau Pinang  
Pulau Pinang

Lampiran 1

Bil.	Program	Tarikh Permohonan Online JPA	Tarikh Tutup Permohonan Diperingkat BPL KKM	Jumlah Dokumen yang perlu dikemukakan ke KKM	Syarat-syarat dan Tatacara Permohonan mohon rujuk
1	<p>Hebahan Pelawaan Penajaan Biasiswa Di Bawah JICA Knowledge Co-Creation Program For Long Term Participants - Human Resources Development For Electricity And Energy Sector (Energy Policy)</p>	<p>2 November hingga 25 November 2022</p>	<p>23 November 2022 (Rabu) Sebelum pukul 12.00 tengahari</p>	<p>4 Set Dokumen : 1 Dokumen Asal 3 Dokumen Salinan yang telah disahkan</p>	<p>Notis Iklan JPA Dan <a href="http://esilav2.jpa.gov.my">http://esilav2.jpa.gov.my</a></p>

**SYARAT-SYARAT TAMBAHAN**

**TANGGUNGJAWAB PEGAWAI**

1. Memenuhi syarat-syarat Cuti Belajar JPA seperti di **Lampiran A dan B**;
2. Memenuhi syarat-syarat Cuti Belajar KKM dan syarat-syarat tambahan bagi Skim Program Pergigian dan Farmasi;
3. Mendapatkan sokongan Ketua Program masing-masing; dan
4. Surat iringan Ketua Jabatan.

**TANGGUNGJAWAB KETUA JABATAN**

1. Ketua Jabatan adalah dinasihatkan supaya membuat semakan yang teliti dan memberi sepenuh perhatian kepada syarat-syarat yang ditetapkan.
2. Ketua Jabatan adalah dinasihatkan supaya memastikan bahawa pegawai yang memohon boleh dilepaskan untuk mengikuti pengajian sekiranya berjaya ditawarkan kelak.



## JABATAN PERKHIDMATAN AWAM

### PELAWAAN PENAJAAN BIASISWA DI BAWAH JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR ELECTRICITY AND ENERGY SECTOR (ENERGY POLICY)

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Japan International Cooperation Agency (JICA) telah mempelawa pegawai Kumpulan Pengurusan dan Profesional (P&P) yang berminat dan berkelayakan untuk memohon biasiswa di bawah **JICA Knowledge Co-Creation Program For Long Term Participants - Human Resources Development for Electricity and Energy Sector (Energy Policy)** bagi mengikuti pengajian di peringkat Sarjana atau Doktor Falsafah (Ph.D) di Jepun. Program ini adalah kerjasama antara pihak JICA dengan National Graduate Institute for Policy Studies (GRIPS) & the Institute of Energy Economics, Japan (IEEJ) yang mana melibatkan **tiga (3) kursus pengajian** iaitu:

- (i) **Master Program of Public Policy (MP1 – 1 year);**
- (ii) **Master Program of Public Policy (MP2 – 2 year);**
- (iii) **Doctoral Degree in Science, Technology & Innovation Policy (STI – 3 year).**

Justeru, Jabatan Perkhidmatan Awam (JPA) selaku *nominating agency* ingin mempelawa pegawai kumpulan P&P yang berminat dan memenuhi syarat-syarat yang ditetapkan seperti di **Lampiran A** untuk memohon biasiswa ini melalui Panel Pembangunan Sumber Manusia (PPSM) masing-masing. Pegawai P&P yang berminat dan berkelayakan boleh melengkapkan borang permohonan secara dalam talian melalui portal <http://esilav2.jpa.gov.my> mulai **2 November 2022 sehingga 25 November 2022**.

Maklumat terperinci berhubung permohonan/ pencalonan bagi program biasiswa ini adalah seperti di **Lampiran B**. Borang permohonan yang lengkap beserta dokumen-dokumen sokongan yang berkaitan hendaklah dikemukakan dan diterima oleh pihak JPA **sebelum atau pada 2 Disember 2022** sama ada melalui serahan tangan / pos ke alamat berikut:

Ketua Pengarah Perkhidmatan Awam  
Jabatan Perkhidmatan Awam  
Bahagian Pembangunan Modal Insan  
Aras 3, Blok C2, Kompleks C  
Pusat Pentadbiran Kerajaan Persekutuan  
62510 PUTRAJAYA

**(u.p: Unit Pengurusan Penawaran Dalam Perkhidmatan)**

Sila hubungi talian 03 – 8885 3053 pada setiap hari bekerja (9.00 pagi – 5.00 petang) atau e-mel kepada **penawaranldp@jpa.gov.my** sekiranya mempunyai sebarang pertanyaan lanjut mengenai program biasiswa ini.

Unit Pengurusan Penawaran Latihan Dalam Perkhidmatan  
Bahagian Pembangunan Modal Insan  
Jabatan Perkhidmatan Awam

1 November 2022



## SYARAT-SYARAT PERMOHONAN

### JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR ELECTRICITY AND ENERGY SECTOR (ENERGY POLICY)

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- 1) Berumur tidak melebihi **40 tahun pada 1 April 2023**;
- 2) Pegawai-pegawai Kerajaan **Kumpulan Pengurusan dan Profesional yang sedang berkhidmat dalam perkhidmatan tetap** khususnya di dalam bidang/sector tenaga;
- 3) Telah **disahkan dalam skim perkhidmatan terkini** pada tarikh tutup permohonan;
- 4) Mencapai markah **Laporan Nilai Prestasi Tahunan (LNPT) purata 85 markah ke atas bagi tempoh genap 3 tahun skim perkhidmatan terkini berturut-turut (2019, 2020 & 2021)**. Penilaian setahun LNPT hendaklah genap 12 bulan;
- 5) Mempunyai **ijazah sarjana muda atau sarjana** daripada universiti yang diiktiraf oleh Kerajaan;
- 6) Mengikuti pengajian di **peringkat yang lebih tinggi** daripada kelayakan akademik sedia ada yang dimiliki pegawai;
- 7) Kursus yang dipohon adalah berkaitan dengan bidang yang **bersesuaian dengan bidang tugas**;
- 8) Mematuhi **syarat genap tempoh tamat** mengikuti kursus jangka panjang/pendek seperti berikut:



<b>Tempoh Kursus</b>	<b>Tempoh Menunggu (pada 1 Januari 2022)</b>
Lebih daripada 12 bulan	2 tahun
Lebih daripada 3 bulan dan kurang daripada 12 bulan	1 tahun

- 9) Tidak menerima bantuan penajaan yang lain;
- 10) Bersih daripada pertuduhan/tindakan tatatertib dan bebas daripada dakwaan Mahkamah;
- 11) Telah mengisytiharkan harta;
- 12) Tidak tersenarai dalam senarai hitam JPA; dan
- 13) Tidak mempunyai sebarang kecacatan fizikal dan mental.



## TATACARA PERMOHONAN / PENCALONAN

### JICA KNOWLEDGE CO-CREATION PROGRAM FOR LONG TERM PARTICIPANTS - HUMAN RESOURCES DEVELOPMENT FOR ELECTRICITY AND ENERGY SECTOR (ENERGY POLICY)

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#### 1. TANGGUNGJAWAB PEGAWAI

- 1.1 Pegawai yang berminat dikehendaki **membaca dan memahami** syarat-syarat permohonan di **Lampiran A** dan **General Information - Energy Policy (JFY2023)** sebelum membuat permohonan.
- 1.2 Permohonan boleh dibuat dengan melengkapkan borang permohonan secara dalam talian melalui pautan <https://esilav2.jpa.gov.my> bermula daripada **2 November 2022 sehingga 25 November 2022** serta menerusi portal GRIPS [sila rujuk General Information - Energy Policy (JFY2023)].
- 1.3 Borang permohonan yang telah lengkap diisi hendaklah **dimuat turun, dicetak dan ditandatangani oleh pegawai**. Terdapat ruangan perakuan Ketua Jabatan selepas ruangan tandatangan pegawai yang mana memerlukan maklumat perkhidmatan pegawai dilengkapkan, disahkan dan ditandatangani oleh Ketua Jabatan<sup>1</sup> masing-masing.

Nota: Tanggungjawab pegawai untuk menyemak dan memastikan segala maklumat di ruangan perakuan Ketua Jabatan tersebut **dilengkapkan sepenuhnya tanpa ada sebarang kecaciran** sebelum borang permohonan lengkap tersebut dikemukakan kepada Urusetia Panel Pembangunan Sumber Manusia (PPSM)<sup>2</sup> masing-masing untuk penyelarasan.

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<sup>1</sup> Ketua Jabatan yang dimaksudkan adalah sekurang-kurangnya pegawai di peringkat menentuai sesuatu bahagian di mana pegawai ditempatkan atau bahagian pengurusan sumber manusia di Kementerian/Jabatan/Agensi seperti Pengarah / Setiausaha Bahagian dsb.

<sup>2</sup> PPSM yang dimaksudkan adalah PPSM yang dipengerusikan oleh Ketua Perkhidmatan masing-masing tanpa mengira Kementerian/Jabatan/Agensi penempatan pegawai kecuali bagi pegawai perkhidmatan gunasama (PTD, PLV dan PPSi) yang mana PPSM yang dimaksudkan adalah PPSM yang dipengerusikan oleh pegawai pengawal Kementerian masing-masing sahaja walaupun pegawai ditempatkan di Jabatan/Agensi di bawah Kementerian berkaitan.

- 1.4 Borang permohonan yang lengkap tersebut perlu dikemukakan kepada urus setia PPSM masing-masing bersama-sama dengan **dokumen-dokumen sokongan** yang berkaitan seperti berikut:
- a) JICA Application Form (bersama 2 keping gambar berukuran 4cm x 3cm terkini - ditampal pada borang);
  - b) Salinan Ijazah Pertama/ Sarjana/ kelulusan yang setaraf dengannya – Skrol dan transkrip rasmi **dalam Bahasa Inggeris / diterjemahkan secara rasmi kepada Bahasa Inggeris** (telah disahkan); dan
  - c) Salinan pasport antarabangsa yang tertera maklumat nama, tarikh lahir, wargenegara, jantina, no. passport, tarikh tamat tempoh serta gambar.

Nota: Semua dokumen di atas hendaklah dikemukakan dalam **3 salinan dokumen yang lengkap (1 salinan asal dan 2 salinan fotostat)**.

## **2. TANGGUNGJAWAB KETUA JABATAN**

- 2.1 Ketua Jabatan dan Ketua Perkhidmatan adalah dinasihatkan supaya membuat **semakan yang teliti** dan **memberi sepenuh perhatian** kepada syarat-syarat yang telah ditetapkan di **Lampiran A**. Sehubungan itu, adalah menjadi tanggungjawab Ketua Jabatan untuk menyokong / memberi pelepasan dan Ketua Perkhidmatan melalui Panel Pembangunan Sumber Manusia (PPSM) untuk memperakukan pegawai-pegawai yang **bersesuaian dan berkeelayakan** berdasarkan syarat-syarat yang ditetapkan sahaja.
- 2.2 Ketua Jabatan perlu **melengkapkan dan mengesahkan maklumat** perkhidmatan pegawai, dan seterusnya **menandatangani ruangan perakuan** Ketua Jabatan dalam borang permohonan. Semakan ke atas buku perkhidmatan atau/dan rekod HRMIS pegawai perlu dibuat untuk memastikan ketepatan dan kesahihan maklumat perkhidmatan pegawai;
- 2.3 Permohonan yang lengkap dan disokong perlu dikemukakan bersama-sama dokumen berkaitan kepada Urusetia PPSM masing-masing untuk penyelarasan.

## **3. TANGGUNGJAWAB KETUA PERKHIDMATAN/ PEGAWAI PENGAWAL MELALUI PANEL PEMBANGUNAN SUMBER MANUSIA (PPSM)**

- 3.1 Ketua Perkhidmatan / Pegawai Pengawal adalah dinasihatkan supaya membuat **perancangan dan semakan yang teliti** ke atas syarat dan tatacara permohonan / pencalonan seperti di **Lampiran A dan B** dalam memperakukan

pencalonan pegawai melalui PPSM masing-masing kepada pihak BMI, JPA. Sekiranya semua pegawai yang diperakukan berjaya ditawarkan program ini, Ketua Perkhidmatan / Pegawai Pengawal perlu memberi pelepasan kepada mereka untuk mengikuti program ini.

- 3.2 Ketua Perkhidmatan / Pegawai pengawal hendaklah memastikan hanya pegawai-pegawai yang **bersesuaian sahaja dicalonkan** dengan mengambil kira **kesesuaian bidang kursus** yang ditawarkan, **tugas** semasa calon, **potensi** calon dan sebagainya. Ini kerana slot program ini adalah **terhad**.
- 3.3 Sehubungan itu, adalah menjadi tanggungjawab Urusetia PPSM untuk mengambil tindakan-tindakan berikut:
- (a) **Melengkapkan borang Laporan Panel Pembangunan Sumber Manusia** Kementerian/Jabatan untuk kursus dalam perkhidmatan - JPA(L) LDP 1A/96;
  - (b) **Memastikan maklumat perkhidmatan** di ruangan perakuan Ketua Jabatan pada borang permohonan pegawai **adalah tepat dan benar** serta **telah ditandatangani oleh Ketua Jabatan** yang berkaitan. Semakan ke atas buku perkhidmatan atau/dan rekod HRMIS pegawai perlu dibuat untuk memastikan ketepatan dan kesahihan maklumat perkhidmatan pegawai.
  - (c) Pencalonan yang dikemukakan kepada BMI, JPA hendaklah disertakan bersama-sama dengan dokumen-dokumen berikut:
    - i. Dokumen-dokumen seperti di perenggan **1.3 hingga 1.4**; dan
    - ii. Dokumen-dokumen seperti di perenggan **3.3 (a)**.
- 3.4 **Pencalonan yang lengkap** hendaklah dikemukakan dan diterima oleh Jabatan ini selewat-lewatnya pada **2 Disember 2022** sama ada melalui pos atau serahan tangan ke alamat seperti berikut:

Ketua Pengarah Perkhidmatan Awam  
Jabatan Perkhidmatan Awam Malaysia  
Bahagian Pembangunan Modal Insan  
Aras 3, Blok C2, Kompleks C  
62510 PUTRAJAYA.  
**(u.p.: Unit Pengurusan Penawaran Dalam Perkhidmatan)**

#### **4. PERTANYAAN**

Sekiranya terdapat pertanyaan lanjut berhubung perkara ini, pihak penyelaras yang boleh dihubungi adalah seperti berikut:

**Penyelaras : Unit Pengurusan Penawaran Latihan Dalam  
Perkhidmatan, BMI JPA**  
**No. Telefon : 03 – 8885 3053**  
**Emel : [penawaranldp@jpa.gov.my](mailto:penawaranldp@jpa.gov.my)**

# **JICA Knowledge Co-Creation Program for Long Term Participants**

## **Program Information on Human Resources Development for Electricity and Energy Sector (JFY2023)**

### **“Energy Policy”**

This information pertains to one of the Japan International Cooperation Agency (JICA)'s Knowledge Co-Creation Program (Long-Term). This handout gives information on the overview of the program. This program will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both governments.

With regard to the additional information, please contact JICA overseas office in your country.

# 1. Overview

Stable supply of energy is one of the most important development agenda in order to secure stability of socio-economic activities and sustainable development in developing countries as shown in the SDGs Goal 7 “Ensure access to affordable, reliable, sustainable, and modern energy for all”.

In order to help its partner countries develop human resources with deep understandings on public policy analysis and management in the energy sector, JICA has introduced scholarship program for those who are interested in obtaining a Master’s degree by enrolling in the (i) one-year Master’s Program of Public Policy (MP1)/(ii) two-year Master’s Program of Public Policy (MP2), or a Doctoral Degree by enrolling in the (iii) Science, Technology and Innovation Policy Program (STI) at the National Graduate Institute for Policy Studies (GRIPS) in Japan.

The program envisages participants who are working for energy sector as government officials or researchers at governmental institutions in such countries as Indonesia, Cambodia, Laos, Malaysia, Philippines, Thailand, Vietnam, Bangladesh, Bhutan, Pakistan, Sri Lanka, Egypt, Iran, and Iraq.

Those who are interested must follow the two-way application process: (i) applicants directly apply via GRIPS website for its admission process; and (ii) applicants submit the JICA application form through the respective line ministry and nodal authority for external assistance to JICA overseas offices. In parallel with GRIPS admission process, JICA will examine each applicant’s eligibility for the scholarship. Among those who are accepted by GRIPS admissions office, JICA will select applicants eligible for the scholarship.

# 2. Objectives

To help improve the Energy Policy of a particular country in order to enhance energy system, and thereby support social and economic development.

Participants complete all the course requirements of GRIPS to obtain the degree within the given period of time.

# 3. Program Outline

## [General Description]

JICA provides scholarship to those who enroll any one of the following programs at GRIPS and concentrate on energy policy issues.

## Master’s Programs

### **MP1**

The aim of this program is to educate mid-career professionals in local or national governments and international organizations in the skills needed for policy analysis and policy

management.

The Program consists of core courses, concentration courses, and elective courses. All MP1  
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students are provided a common interdisciplinary and analytical foundation through the core courses. Students acquire more specialized knowledge by selecting courses in one of four concentration areas: Economic Policy, International Development Studies, International Relations, and Public Policy. A wide range of elective courses offers students the opportunity to broaden and/or deepen their knowledge and academic and pragmatic skills.

Practical courses are offered by government officials with extensive experience in actual policy formulation and implementation. In the Summer Program, students work in interdisciplinary teams on important real-world policy issues.

For the detail in 2022/2023, please refer the link below.

GRIPS Bulletin Degree Programs for Master's students

[https://www.grips.ac.jp/cms/wp-content/uploads/2022/09/bulletin\\_2022\\_4.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2022/09/bulletin_2022_4.pdf)

One-year Master's Program of Public Policy (MP1)

[https://www.grips.ac.jp/en/education/inter\\_programs/policy/](https://www.grips.ac.jp/en/education/inter_programs/policy/)

## **MP2**

MP2 has a similar structure to that of MP1, but MP2 students receive more advanced training

and guidance in the technical and practical skills needed for public policy analysis, design, and implementation.

The aim of this program is to educate early and mid-career professionals in local or national governments, international organizations and policy institutes in the technical skills needed

to be professional policy analysts. In the first year, students complete a series of core, concentration, and elective courses. All MP2 students develop a common interdisciplinary and analytical foundation through the core courses, take specialized courses that provide them with strong analytical and quantitative skills, and select from a wide-variety of elective courses. In their second year, students further develop their research skills and utilize them in writing and defending a master's thesis under the guidance of a highly-trained specialist in their chosen field of concentration (specialization).

Students are required to write a master's thesis in one of four areas of public policy: Economic

Policy, International Development Studies, International Relations, and Public Policy.

Practical instructions are available from current and former government officials with distinguished careers in public services. In addition to three policy workshops, students receive specialized guidance through a program of independent study.

For the detail, please refer the link below.



GRIPS Bulletin Degree Programs for Master's students

[https://www.grips.ac.jp/cms/wp-content/uploads/2022/09/bulletin\\_2022\\_4.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2022/09/bulletin_2022_4.pdf)

Two-year Master's Program of Public Policy (MP2)

[https://www.grips.ac.jp/en/education/inter\\_programs/policy2](https://www.grips.ac.jp/en/education/inter_programs/policy2)

### **Doctoral Program**

#### **Science Technology and Innovation Policy Program**

The aim of this program is to develop highly skilled professionals who can design and propose effective science and technology innovation policies (including science policy, industrial technology policy, innovation policy, environmental policy, energy policy, etc.) using scientific approaches at national and local governments, universities, public institutions, and companies, as well as researchers who conduct research and education on science and technology innovation policies at universities and public research institutes.

They will become acquainted with the multiple disciplines, achieve research competence in various social science fields, and gain teaching ability in the higher education. The programs provide students with multi-disciplinary knowledge and skills needed to carry out policy research of international standards, solid academic writing skills, the ability to teach in the field of social sciences, and advanced proficiency in a foreign language. In accordance with their research interests and academic performance, doctoral students can attend lectures and seminars, participate in tutorial sessions, present their research at international conferences, and work on papers in joint research projects.

The requirements for the doctoral degree include submission of a dissertation proposal, satisfactory performance on the qualifying examination, and an oral dissertation defense. Eligibility for the qualifying examination will be determined by the student's supervisor, taking into account the student's progress during the academic year, prior academic performance and the quality of the doctoral dissertation proposal. The qualifying examination comprises a written examination covering a number of disciplines and research methodology as well as an oral defense of a dissertation proposal.

GRIPS Bulletin Degree Programs for doctoral students

[https://www.grips.ac.jp/cms/wp-content/uploads/2022/09/bulletin\\_2022\\_5.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2022/09/bulletin_2022_5.pdf)

Science, Technology and Innovation Policy Program

[https://www.grips.ac.jp/en/education/phd\\_programs/innovation](https://www.grips.ac.jp/en/education/phd_programs/innovation)

#### **[Specific Requirements for Energy Policy Concentration]**

##### **MP1**

<Graduation Requirements>

Students must complete a minimum of 30 credits, of which 6 must come from Category I and the rest from Category III of MP1 curriculum as shown below.

<Category I>

Tutorial I (1 credit), The World and the SDGs (1 credit), Policy Debate Seminar I, II (4 credits)

<Category III>

Any classes GRIPS offers (24 credits). It is mandatory for the JICA scholarship students to take 5 classes (10 credits) that are related with energy policy (indicated below).

## **MP2**

<Graduation Requirements>

Students must complete a minimum of 40 credits, of which 12 must come from Category I and the rest from Category III of MP2 curriculum as shown below.

<Category I>

Tutorial I (1 credit), The World and the SDGs (1 credit), Policy Debate Seminar I, II (4 credits)

Tutorial II (2 credits) Independent Study(4 Credits)

<Category III>

Any classes GRIPS offers (28 credits). It is mandatory for the JICA scholarship students to take 5 classes (10 credits) that are related with energy policy (indicated below).

## **STI**

<Graduation Requirements>

During the first year, students must complete 10 credits or more based on the curriculum for the Science, Technology and Innovation Policy Program. Out of 10 credits, 2 are research seminar, 6 are from category II, and 2 from others.

During the second year and onwards, students work on their doctoral thesis while taking courses of 14 credits or more(including 10 at the first year) based on the curriculum for the Science, Technology and Innovation Policy Program. It is mandatory to take energy policy related classes in total 12 credits.

### **[Classes Related with Energy Policy]**

- Outline of Energy Policy
- Energy Data Analysis
- Energy Policy in Japan
- Energy and Environmental Science & Technology
- Energy Security
- Advanced Energy Policy (for Doctoral Course only)

## **4. Duration**

MP1: One year; MP2: Two years; STI (PhD): Three years

## **5. Number of Participants**

Six (6) Participants in total (MP1, MP2, STI) from Indonesia, Cambodia, Laos, Malaysia, Philippines, Thailand, Vietnam, Bangladesh, Bhutan, Pakistan, Sri Lanka, Egypt, Iran, and Iraq for FY2023.

## 6. Language to be used in this Program

English

## 7. Eligibility

Applicants must satisfy the following requirements and be competent enough to fulfill admission requirements by GRIPS:

- ✓ Current Duties: Government officials or researchers working for energy sector at governmental institutions<sup>1</sup>.
- ✓ Nationality: citizen of Indonesia, Cambodia, Laos, Malaysia, Philippines, Thailand, Vietnam, Bangladesh, Bhutan, Pakistan, Sri Lanka, Egypt, Iran, and Iraq.
- ✓ Age: less than forty (40) years old in principle
- ✓ Educational background: have a bachelor degree (for MP1 & MP2); or a master degree (for STI)
- ✓ Language: with the linguistic skills required to take courses and receive research guidance in English.

## 8. Admissions

Applicants must pass the regular admission procedures of GRIPS. JICA will select candidates eligible for the scholarship among those who passed the GRIPS admission procedure.

## 9. Application Guidelines

Applicants for the scholarship program are requested to follow the two-way application process: (i) application to the JICA scholarship program, and (ii) application to the GRIPS admission process. The detail procedures are as follows:

### ■ Application to the JICA scholarship program

Institutions which applicants belong to are requested to submit the attached application form to JICA overseas office via the line ministry as well as the nodal agency for external assistance in the respective partner country. Applicants are also requested to submit, along with the application form, an essay (in 800-1000 words) covering the following items: (i) major achievements in applicant's career so far, (ii) purpose and plan of study in Japan, and (iii) career plan after the graduation. These documents must reach JICA overseas offices through the official channel by **December 16, 2022**. An online interview may be conducted during the selection process.

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<sup>1</sup> Include those belonging to the network of ERIA (Economic Research Institute for ASEAN and East Asia) in the eligible partner countries.

## ■ Application to the GRIPS admission process

Applicants are now able to access the Registration Form as instructed in the Application Guide 2023-2024, which can be downloaded at [https://www.grips.ac.jp/cms/wp-content/uploads/2022/10/GRIPS\\_AppGuide\\_2023.pdf](https://www.grips.ac.jp/cms/wp-content/uploads/2022/10/GRIPS_AppGuide_2023.pdf)

Points of attention are as below:

- (1) Please access and read the GRIPS' website (<https://www.grips.ac.jp/en/admissions/apply/>) carefully, especially the "Application Guide 2023-2024".
- (2) To register, please fill out and submit **the Registration Form** by **November 25, 2022, 17:00 (JST) for MP1 and MP2**, and by **January 11, 2023, 17:00 (JST) for STI**.
- (3) Please download the Application Forms. When completing the Application for Admission, please tick "I have completed JICA's entry process for the JICA Scholarship" as funding option and tick either "One-year Master's Program of Public Policy (MP1)", "Two-year Master's Program of Public Policy (MP2)", or "Science, Technology and Innovation Policy Program" (STI).
- (4) Please send a complete set of your required **supporting documents** to the GRIPS Admissions Office **by post**. They must reach GRIPS by **December 2, 2022, 17:00 (JST) for MP1 and MP2**, and by **January 18, 2023, 17:00 (JST) for STI**. (Applicants who have completed the JICA scholarship application do NOT need to submit a financial statement shown in page 6 of the Application Guide 2023-2024, but may be required to provide official proof of the status of their application upon request from GRIPS.)
- (5) An application fee shown in page 1 and 6 of the Application Guide 2023-2024 will be covered by JICA. In addition, an admission fee and tuition shown in page 2 will be covered by JICA and directly paid to GRIPS.
- (6) It is strongly recommended that applicants to contact and consult with JICA Office in their country if they are interested in this program. Prior consultation may be effective to ensure fulfilment of documentation requirements. JICA may request applicant's resume during this process.
- (7) Once applicants complete the application process of GRIPS, applicants are requested to inform JICA Office of their names, titles and the program which they selected so that JICA can make a list of applicants of the program, otherwise they would fail to receive JICA scholarship even if they succeed to obtain GRIPS's admission.

## 10. Schedule

- Application to the JICA scholarship program: as indicated above.
- Application to the GRIPS admission process: as indicated above.
- Decision on JICA scholarship eligibility: by May end, 2023
- Commencement of the GRIPS program: beginning of October, 2023

## **11. Expenses to Be Borne By JICA**

The following expenses will be borne by JICA in accordance with rules prescribed by JICA:

- (1) Tuition at GRIPS (actual cost)
- (2) Expenses for custom-made program and support programs during the study in Japan (actual cost if any)
- (3) A round-trip airfare (actual cost)
- (4) Books / Interior research, etc. (fixed amount)
- (5) Allowances for living expenses (fixed amount)
- (6) Outfit allowance (general outfit and shipping) (fixed amount)
- (7) Moving allowance (lump-sum payment for rental contract)

## **12. Expenses Not To Be Borne By JICA**

JICA will not bear costs other than the allowances described above. JICA is not responsible for the following expenses:

- (1) Passport fees (for re-issuance and extensions, etc.)
- (2) Visa fees of a transit country and transportation expenses to obtain Visa
- (3) Transportation expenses to obtain Japanese Visa
- (4) Domestic travel expenses in the home country
- (5) Departure tax
- (6) Airport tax/airport facility charges outside of Japan, including third countries
- (7) Customs duty
- (8) Excess baggage charges
- (9) Compensation for lost and/or damaged baggage
- (10) "No show charge" to the transit airport hotel (non-refundable)
- (11) Lost - ticket fee
- (12) Accommodation fee for day-use hotel in return flight
- (13) Transportation expenses other than official programs
- (14) Telephone bill or mini-bar tab at accommodation

Note: If participant does not follow the regulation of JICA, the participant may have to bear such other cost of necessary expenses.



***CORRESPONDENCE***

For enquiries and further information, please contact the JICA office.