



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2023- 224

To : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public and Private School Heads
Public and Private School Teachers

Subject : **INFORMATION DISSEMINATION ON ISLAMIC BANKING AND FINANCE INSTITUTE SHORT TRAINING COURSE**

Date : June 19, 2023

In reference to Regional Memorandum HRDD-2023-139 dated June 5, 2023 signed by Allan G. Farnazo, Director IV, re: Information Dissemination on Islamic Banking and Finance Institute Short Training Course, this office informs the field that Islamic Banking and Finance Institute under the guidance of Malaysia Technical Cooperation Program (MTCP) will conduct a short course entitled "Associate Qualification in Islamic Finance (AQIF)" on August 14-21, 2023 at Kuala Lumpur, Malaysia.

This short course aims to comprehensively equip Islamic finance practitioners with the required foundation knowledge in Shariah and the applied Shairah contracts in Islamic finance products and operations.

The deadline for the submission of the accomplished application forms will be on or before June 30, 2023 to be submitted through mwdavao@kln.gov.my. Interested applicants may download the application form from <https://mtcp.kln.gov.my>.

All other details of the said activity are found in the enclosures ready for reference.

Immediate and wide dissemination of this memorandum is enjoined.

JepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
29-10-2023

DATE: JUN 19 2023 TIME: 2:14 PM
BY: _____

MELANIE P. ESTACIO, PhD, CESO VI
OIC-Schools Division Superintendent

FOR AND IN THE ABSENCE OF THE OIC:

FRANCIS JUDE D. ALCOMENDRAS, JD, MPA
Administrative Officer V
OFFICER IN-CHARGE



200005

DepEd Schools Division Office
REC-11183
103303
11:22
JUN 7 2023



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
HRDD-2023-139

To : Assistant Regional Director
Schools Division Superintendents

Subject: INFORMATION DISSEMINATION ON ISLAMIC BANKING
AND FINANCE INSTITUTE SHORT TRAINING
COURSE

Date : June 5, 2023

The Islamic Banking and Finance Institute under the guidance of the Malaysian Technical Cooperation Programme (MTCP) will conduct a short course entitled "Associate Qualification in Islamic Finance (AQIF)" on August 14-21, 2023 at Kuala Lumpur, Malaysia. This training aims to comprehensively equip Islamic finance practitioners with the required foundation knowledge in Shariah and the applied Shariah contracts in Islamic finance products and operations.

In relation to this, the deadline for submission of the accomplished application forms will be on or before June 30, 2023, submitted through mwdavao@kln.gov.my. Hence, interested applicants may download the application form from <https://mtcp.kln.gov.my/>. Further, details and other information are provided in the enclosures.

For more information, email sitifatihmah@ibfim.com and aizat@ibfim.com.

Immediate dissemination of this Memorandum is desired.

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
RELEASED

ALLAN G. FARNAZO
Director IV

By the Authority of the Regional Director

Enclosed: As Stated.

ROH3/glw

By: [Signature] 19983
Date: June 07, 2023

REBONFAMIL R. BAGUIO
Director III
06 JUN 2023



Chief Barnija



CONSUL GENERAL OF MALAYSIA

DEPARTMENT OF EDUCATION
RECORDS SECTION
RECEIVED
BY: [Signature]
Date: 6-2-23

01 June 2023

Dear Sir / Madam,

MTCP COURSE 2023: ASSOCIATE QUALIFICATION IN ISLAMIC FINANCE (AQIF) BY ISLAMIC BANKING AND FINANCE INSTITUTE MALAYSIA (IBFIM); 14 – 21 AUGUST 2023

I have the honour to inform you that the Islamic Banking and Finance Institute Malaysia (IBFIM) will be conducting a short course titled "Associate Qualification in Islamic Finance (AQIF)" from 14 – 21 August 2023 in Kuala Lumpur under the auspices of the Malaysian Technical Cooperation Programme (MTCP).

The 7-day training course consist of five (5) modules aims to comprehensively equip Islamic finance practitioners with the required foundation knowledge in Shariah and the applied Shariah contracts in Islamic finance products and operations.

The target participants for this course are managers, bank officers, shariah advisers, financial advisers, consultants, accountants, auditor and compliance officers from the financial & banking industries. The learners are expected to be able to acquire basic knowledge of Shariah, the requirements of Muamalat contracts and the differences between conventional and Islamic finance, apply various Shariah contracts commonly applied in mainstream Islamic banking products and services and Understand the fundamental knowledge of ethics from the Islamic perspective and its relation to Islamic finance.

The course information and application forms are as per attachments. The application form is also available for download at <https://mtcp.kln.gov.my/>

It is important to note that all application forms must be endorsed by the Technical Education and Skills Development Authority (TESDA) as the agency tasked to manage and supervise technical education and skills development in the Philippines. The duly completed application form must reach us by email mwdavao@kln.gov.my before 12:00 p.m. on **30 June 2023 (Friday)**

Thank you.

Yours sincerely,

Daddy Faisal

(DEDDY FAISAL BIN AHMAD SALLEH)





Please affix
passport
size
photograph

APPLICATION FORM

COURSE CONDUCTED UNDER THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

Please type in capital letters using only English Language. Do not leave any space blank. Use "NIL" or "N/A" where applicable

FOR OFFICIAL USE ONLY

Reference no	:	_____				
Received	:	_____				
Checked	:	_____				
Recommendation by Mission	:	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>YES</td> </tr> <tr> <td><input type="checkbox"/></td> <td>NO</td> </tr> </table>	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
<input type="checkbox"/>	YES					
<input type="checkbox"/>	NO					

Title of Course:	Date of Course:
------------------	-----------------

1. PERSONAL DETAILS

Family Name (surname):	Date of birth:
First Name:	Day Month Year
Other Names:	Citizenship:
City and country of birth:	Gender:
Passport No.:	Marital status:
Type of Passport: (Diplomatic/Official/Regular)	Religion:
Expiry Date:	

2. CONTACT DETAILS

Office Address:	Postal / Home Address:
Mobile:	Home:
Country Area Number	Country Area Number
Office:	Fax:
Country Area Number	Country Area Number
Email:	
Person to be contacted in case of emergency:	
Family Name: Relation: Mobile Number: Address: Email:	Office Name: Position: Mobile Number: Address: Email:

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

3. EDUCATION

Name of institution and place of study	Major/Field of study	Years	Degree

4. EMPLOYMENT RECORD

A. Present or most recent post	B. Previous post
Employer:	Employer:
Years of service (from – to):	Years of service (from – to):
Title of your post/position:	Title of your post/position:
Type of organization: Government / Semi Government / Private / NGO	Type of organization: Government / Semi Government / Private / NGO

Job description:

Please continue on supplementary pages if necessary

5. REASONS FOR APPLYING THIS COURSE

Please state briefly the reasons for applying to this course and how you hope to benefit from the course.

Please continue on supplementary pages if necessary

Have you participated in any training programme in Malaysia before? YES/NO

Name of Programme:

Organiser:

Year:

Have you participated in any MTCP training programme in Malaysia before? YES/NO

Name of Course:

Name of Training Institute:

Year:

6. ENGLISH LANGUAGE PROFICIENCY

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

Mother tongue : _____

7. MEDICAL REPORT

Name of Applicant:			
Age:	Gender:	Height: cm	Weight: kg
Blood Pressure:			
Blood Group: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> AB <input type="checkbox"/> O <input type="checkbox"/> Other ()			
Any history of surgery?		Is the person examined physically and mentally able to carry out intensive training away from home?	
<p>a) Is the person free of infectious diseases (AIDS, tuberculosis, trachoma, skin diseases, COVID - 19, etc.)?</p> <p>b) Please attach the vaccine certificate as proof that you have completed the COVID vaccination.</p>		Does the person examined have any condition or defect (including teeth) which might require treatment during the course?	
List any abnormalities indicated in the chest X ray:		Pregnancy Test:	
<p>I certify that the applicant is medically fit to undertake a course in Malaysia.</p> <p>Name of Physician : _____</p> <p>Address of Clinic : _____</p> <p>(printed)</p> <p>Telephone : _____</p> <p>(printed)</p> <p>Email : _____ Date: _____</p> <p>Signature of Physician : _____ Seal of Clinic:</p>			

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

8. APPLICANT'S DECLARATION

I, _____ of _____
Name of applicant Representing Country

Declare that:

- a) All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not willfully suppressed any material facts;
- b) I am medically fit and free from any medical problems which may impair my ability to attend and complete the training in Malaysia;
- c) I will be personally liable for all medical expenses due to pre-existing conditions/illnesses incurred during my stay in Malaysia after my admission to any Malaysian government hospitals/clinics, and also other than those covered under the Group Personal Accident Insurance. (All successful participants are covered under Group Personal Accident. The Group Personal Accident does **not** cover any pre-existing conditions/illnesses or any outpatient medical/dental treatment. Participants are personally liable for medical expenses beyond what is covered by the insurance policy. **As the coverage is limited, participants are advised to make their own arrangements to obtain adequate medical insurance coverage for their stay in Malaysia;** and
- d) For pregnant female applicants only: I am _____ months pregnant and am/am not certified by a qualified doctor to be medically fit and in good health to travel and attend the training in Malaysia

Upon successful selection for the training award, I undertake to:

- a) carry out instructions and abide by such terms and conditions as may be stipulated by the nominating and host governments in respect of this training course;
- b) abide by the rules and regulations of the training institution in which I undertake to study in or be trained under;
- c) submit/present any report which may be required;
- d) refrain from engaging in political activities and any form of employment for profit or gain;
- e) return to my home country upon completion of the training; and
- f) discontinue the course should I be found guilty of misconduct or be medically unfit.

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Malaysia at my own expense.

Date

Signature of applicant

9. TO: GOVERNMENT OF MALAYSIA

LETTER OF INDEMNITY

I _____, Passport Number: _____ having an address at _____, hereby declare that I shall be personally liable for and shall indemnify the Government of Malaysia and _____ against all liabilities, claims, losses, demands, actions, suits, proceedings, costs or expenses, in part/total, whatsoever arising under the laws of Malaysia or common law which may be made or taken against the Government of Malaysia and/or _____ or incurred or become payable by the Government of Malaysia and/or _____ in respect of any medical illness, personal injury (whether fatal or otherwise), or the death of any person, by reason of my carelessness, negligence, omission or default, in the course of my training with _____ which is appointed by the Government of Malaysia.

Dated this _____ day _____ of 20 _____

Signature of applicant)
Name of applicant)
Date)

In the presence of
Signature of Witness)
Name of Witness)
Designation of Witness)
I/C or Passport No.)

NOTE: This application form should be duly completed and endorsed by the national focal point for technical cooperation in your country. Forms that are incomplete or not endorsed will not be accepted.

10. TO BE COMPLETED BY THE NOMINATING GOVERNMENT

Reasons for applicant's selection

The post which the applicant will be required to fill upon satisfactory completion of training

Relevance of the course to applicant's job

11. TO BE COMPLETED BY THE NOMINATING GOVERNMENT

OFFICIAL DECLARATION BY THE NOMINATING AGENCY

On behalf of the Government of _____, I _____
Country Name of Official

Certify that:

- a) I have examined the educational, professional or other certificates quoted by the applicant in this form and I am satisfied that they are authentic and relate to the applicant
- b) The applicant is medically fit and free from infectious disease and that, having regard to his/her physical and mental history, there is no reason to suppose that the applicant is other than fit to undertake the journey to Malaysia and to remain in Malaysia for the duration of training;
- c) Should the nominee seek medical consultation/treatment for his/her pre-existing conditions/illnesses during his/her period of stay in Malaysia, he/she would be personally liable for all medical expenses incurred, other than those covered under the Group Personal Accident Insurance; and
- d) The applicant has attained a level of proficiency in both spoken and written English to enable him/her to follow the course of study/training for which he/she is being nominated.

I nominate (Dr/Mr/Mrs/Ms*) _____ holding Passport No.: _____
 for the training course.

Name and Designation

Signature and Official Stamp

Name and Organization

Country code Area code Office tel no.

Email address

Country code Area code Office tel no.

ENDORSEMENT BY THE MINISTRY OF FOREIGN AFFAIRS

Name

Email Address

(Ministry's Official Stamp)

Designation

Name of Organization

Signature

Country code Area code Office tel no.

Country code Area code Office tel no.

NOTE: This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted



Malaysian Technical Cooperation Programme



2023

Physical Course for Asian Countries

Malaysian Technical Cooperation Programme (MTCP) 2023

Associate Qualification in Islamic Finance (AQIF)

14 - 21 August 2023
Tamu Hotel & Suites Kuala Lumpur
Malaysia

Application Deadline
30 June 2023



Malaysian Technical Cooperation Programme (MTCP)

About MTCP

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

The MTCP emphasises the development of human resources through the provision of training in various areas which is essential for a country's development. These areas include diplomacy and diplomatic practices, economy, good governance, education, tourism, environment, social development, halal industry, safety and security as well as technology, among others. As of 31st December 2022, 37065 participants from 144 recipient countries have benefited from the various programmes offered under the MTCP.

For more information at MTCP Official Portal: <https://mtcp.kln.gov.my/> and MTCP Official Facebook Page: <https://www.facebook.com/MTCPMalaysia>.

Objectives of MTCP

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

Malaysian Technical Cooperation Programme (MTCP)

Ministry of Foreign Affairs

No 1, Jalan Wisma Putra, Presint 2, 62602, Putrajaya, Malaysia

Tel: +603-8887 4658 | Fax: +603-8889 2936

Islamic Banking & Finance Institute Malaysia (IBFIM)

With more than 25 years being in the industry, IBFIM specialises in industry technical certifications that are based on IBFIM Qualifications Framework and are accorded Full Accreditation by the Finance Accreditation Agency to maintain the quality and provide a progressive career route for the certificate holders. IBFIM is also a certified Human Resource Development Corporation (HRDCorp) training provider.

The learning modules are tailor-made to fulfil the specific needs of the clients within the Islamic financial institutions particularly as well as other sectors engaging in Islamic finance.

IBFIM offers joint-programmes with the industry's professional bodies and collaborates with academic institutions in its effort to prepare talent for the industry. IBFIM's programmes are delivered via classroom and online learning. Shariah advisory and digital learning services are also made available in supporting the industry's talent development progression.

Apart from servicing the nation, IBFIM has trained international institutions including participants and delegations from Algeria, Azerbaijan, Bangladesh, Brunei Darussalam, Ghana, Indonesia, Ivory Coast, Laos, Madagascar, Maldives, Philippines, Seychelles, Tanzania, Taiwan, Tunisia and Turkmenistan.

To date, IBFIM has successfully trained over 55,000 learners through its various programmes.

Objectives of IBFIM

- Embed Islamic finance values and principles into practices;
- Global Islamic finance platform for knowledge acquisition;
- Preferred knowledge partner for the development of Islamic finance globally; and
- Lead industry talent development initiatives.

IBFIM (Islamic Banking & Finance Institute Malaysia) 200701005076 (763075-W)

Level 5, Bangunan AICB, No.10, Jalan Dato' Onn 50480 Kuala Lumpur, Malaysia

Tel : +603-2031 1010 | Fax: +603-2026 9988



Malaysian Technical Cooperation Programme (MTCP) 2023-Physical Course
Associate Qualification in Islamic Finance (AQIF)



ABOUT THE PROGRAMME

Associate Qualification in Islamic Finance (AQIF) is designed specifically to suit all levels of Islamic finance industry practitioners. Consisting of five (5) modules, it aims to comprehensively equip Islamic finance practitioners with the required foundation knowledge in Shariah and the applied Shariah contracts in Islamic finance products and operations. In addition, the programme also provides insights on ethical parameters needed to be observed in practicing Islamic finance, as well as regulatory framework governing Islamic finance in Malaysia.

OBJECTIVES

AQIF aims to provide learners with the right knowledge that is vital in order to understand the basics of Islamic finance. It is designed to assist learners with the following objectives:

1. Explain the meaning of Shariah, its objectives and sources;
2. Describe and identify the applications of Islamic finance transaction;
3. Identify the principles of ethics;
4. Identify the implementation of ethical values in Islamic finance; and
5. Discuss the issues and challenges in implementing Shariah Governance.

LEARNING OUTCOME

The learners are expected to be able to:

1. Acquire basic knowledge of Shariah, the requirements of *Muamalat* contracts and the differences between conventional and Islamic finance;
2. Apply various Shariah contracts commonly applied in mainstream Islamic banking products and services;
3. Understand the fundamental knowledge of ethics from the Islamic perspective and its relation to Islamic finance;
4. Understand the principles of Islamic law that govern the Islamic financial system; and
5. Identify the basic components in contemporary Islamic finance architecture.

PROGRAMME DETAILS

Programme	Programme Date	Training Venue
AQIF Training	14 - 21 August 2023	Tamu Hotel & Suites Kuala Lumpur

PROGRAMME STRUCTURE

Modules	Duration
Module 1: Philosophy and Fundamentals of Shariah for Islamic Finance	1 day
Module 2: Application of Shariah in Islamic Finance	1 day
Module 3: Ethics in Islamic Finance	0.5 day
Module 4: Legal Aspects and Governance for Islamic Finance	0.5 day
Module 5: Islamic Finance Architecture	1 day
Preparatory Class	0.5 day
Industry Visit	0.5 day
Assessment	2.5 hours

Language Medium: English

METHOD OF LEARNING:

- Interactive lecture
- Group Activities
- E- Learning through IBFIM's Learning Management System
- Q & A and Discussion Session

EVALUATION

Learners will be evaluated through:

- Pre-test
- Post-test
- Remote Assessment

(Learners who have fulfilled the programme requirements and successfully completed this programme will be provided with a certificate of attendance.)

Malaysian Technical Cooperation Programme (MTCP) 2023 Physical Course Associate Qualification in Islamic Finance (AQIF)



TARGET LEARNERS

- Managers/Officers from Banking Industries;
- Bank Officers/Shariah Advisers/Financial Advisers/Consultants;
- Accountants/Auditor and Compliance Officers;
- Academicians/Researchers/Islamic Finance Students; and
- Any individuals interested to understudy or pursue a career in Islamic Finance.

ENTRY REQUIREMENTS

The preferred international learners must possess the following minimum eligibility standards:

- General Certificate of Education (GCE) O-Level or equivalent;
- Must demonstrate a good command of spoken and written English;
- Age between 26 - 50 years and had never participated in any MTCP programme;
- An appropriate device (computer or laptop and smartphone or high-end tablet);
- Certified medically fit; and
- Fully Vaccinated.

OTHER INFORMATION

Participants will receive support from the Governments of Malaysia including:

- **Accommodation, Meals and Allowance**
 - Hotel accommodation (twin-sharing) and workshop will be at Tamu Hotel & Suites Kuala Lumpur.
 - Participants will be provided with a daily allowance that is sufficient to cover daily meals and laundry. However, if meals are provided by the organizer, some portion of the allowance shall be deducted.
- **Air Fares**
A return flight ticket from the capital city of the recipient country to Kuala Lumpur on economy class is provided for participants.
- **Course Fees**
All course fees are borne by the Government of Malaysia.
- **Dress Code**
Participants are required to dress in formal or office attire throughout the class sessions as well as during official visits to Government Ministries/Agencies.

APPLICATION GUIDELINES

Applications should be made using the prescribed MTCP forms available through <https://bit.ly/3LmOawC>. MTCP application forms can also be obtained from the nearest Malaysian Embassy/High Commission in MTCP recipient countries. Submitted application forms must be accompanied by the following documents:

- Copy of Passport (all pages and coloured)
- Passport sized photo (3.5cm x 5cm) (White background)
- Medical Report

VISA AND VACCINATION

All participants must enter Malaysia with Visa With Reference (VWR). Participants for the programme will receive a copy of the approval letter from IBFIM. Participant are required to obtain the VWR stamping from the nearest Malaysian Embassy/High Commission. Participants are required to be vaccinated for Covid-19 prior to arriving to Malaysia. Participants from countries listed in Appendix A are required to take a mandatory vaccination for Yellow Fever at least ten (10) days prior to their departure to Malaysia. Yellow Fever certificate is required upon landing in Malaysia.

All application forms must be duly completed and endorsed by the Ministry of Foreign Affairs of their respective countries and should be submitted only through the diplomatic channel via Malaysian Embassy/High Commission of Malaysia. Successful candidates will be duly notified by IBFIM one (1) month before the commencement of the course. Incomplete and/or unendorsed forms will not be considered.

APPLICATION DEADLINE: 30 JUNE 2023

ENQUIRY AND REGISTRATION

• Siti Fatimah Jamil
☎ +6018-255 6788
✉ sitifatimah@ibfim.com

• Aizat Azman
☎ +6012-262 8271
✉ aizat@ibfim.com

• Norfazira Zailan
☎ +6017-337 8337
✉ fazira@kln.gov.my