



# MSC Malaysia Capability Development Programme (CDP) Professional Development

## 2010 Programme Guideline: Individual Category



Capability Development Department  
Capacity Development Division  
Multimedia Development Corporation  
MSC Headquarters,  
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# CDP Professional Development

## What is CDP Professional Development?

CDP Professional Development is a programme to provide financial assistance to MSC Malaysia Status Organisations to enhance their local IT professionals' skills and competency in good practices and emerging technologies 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. Financial assistance available for Individual Category:

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

*\*\* Please refer to CDP Professional Development Approved List on page 4*

## Eligibility Criteria

### Application criteria:

- Employee of an MSC Malaysia Status Organisation
- Malaysian
- Must have at least 1 month working experience
- Meets the admission criteria of the professional certification chosen
- Professional certification applied must be approved by MDeC (Please refer to CDP Professional Development Approved List – page 4)

### Exit criteria:

- Must pass the exam(s) and obtained the professional certification applied
- Must remain as an employee of the same organisation upon entry

## Application Process Guidelines

- Before filling in an application form, please read this Programme Guideline carefully
- All application **must be approved by MDeC before participants can sit for the exam(s) applied**
- Application is based on **certification basis** and not by exam papers. i.e. CCIE requires 2 exam papers, therefore application must include both exams
- All application **must reflect exam(s) and certification date in year 2010**
- **Training Provider chosen must be Authorised / Certified Learning Partner of the chosen professional certification**
- Application submission **must be based on 2010 Application Cycle**. Please refer to Application & Reimbursement Cycle & Calendar – page 6)
- CDP Professional Development Application Form can be obtained from CliC, Programme Secretariat or at CDP website [www.mscomalaysia.my/cdp](http://www.mscomalaysia.my/cdp)
- Supporting documents to be submitted with CDP Professional Development Application Form:
  1. **2 copies - Certified True Copy of MyKad**
  2. Study Plan (as per Section (d) of the Application Form)
  3. Declaration from employer (as per Section (e)ii of the Application Form)
- Each applicant is eligible to 1 approved application per cycle
- Before submitting new application, each applicant must ensure that other applications in previous cycle has complete 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 within the stipulated deadline
- Participants are required to pay full 100% professional certification cost to the chosen training provider/learning centre
- Participants must seek reimbursement according to the 2010 Reimbursement Cycle. (Please refer to Application & Reimbursement Cycle & Calendar – page 6)
- Reimbursement will be processed during the **Reimbursement Week only**
- 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 the exam(s)
  2. **2 copies - Certified True Copy** of the **certificate/result slip**
- Participants must remain as an employee of the same organisation upon entry 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	
Technology / Knowledge Area	Certification
Cisco	CCNA / CCNP / CCSP / CCDP / CCIP / CCVP / CCIE / UCSE
CompTIA	CompTIA A+ / CompTIA Network+ / CompTIA Security+
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 / 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"> <li>• Linux LPI / RHCE / RHCT / SUSE Linux Enterprise Server 10</li> <li>• PHP</li> <li>• Perl</li> <li>• MySQL</li> </ul>
Oracle	Oracle OCA / OCP / OCM / Oracle Certified Expert
RSA	RSA Certified Security Professional
SAP	SAP ABAP / BASIS / FICO / MM / SD / HR
Sun	SCJP / SCJD / SCDJWD / SCWCD / SCMD / SCBCD
Teradata	Teradata Certified Professional Programme (TCPP)
VMware	VMware Certified Professional
WiMAX	WiMAX Forum® RF Network Engineer Certification

### 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"> <li>• Maya *</li> <li>• 3D Studio Max *</li> </ul>
e-Business	EC-Council Certified E-Business Professional: <ul style="list-style-type: none"> <li>▪ Project Management in IT Security</li> <li>▪ Knowledge Management</li> <li>▪ Customer Relationship Management</li> <li>▪ CyberLaw</li> <li>▪ E-Commerce Architect</li> <li>▪ E-Business Security</li> </ul>
Finance & Accounting	CIMA Certificate in Business Accounting (CBA)
Service Desk	Certified Service Desk Professional (CSDP): <ul style="list-style-type: none"> <li>▪ SDI Service Desk Foundation</li> <li>▪ SDI Service Desk Analyst</li> <li>▪ SDI Service Desk Manager</li> </ul>
ISO Standards Lead Auditor	Lead Auditor – ISO 9001, ISO 20000 & ISO 27001
IT Service Management	ITIL

<b>Project Management</b>	<ul style="list-style-type: none"> <li>• PMP / CAPM</li> <li>• PRINCE 2</li> <li>• Managing Successful Programme (MSP)</li> </ul>
<b>Security</b>	<ul style="list-style-type: none"> <li>• CISSP / SSCP</li> <li>• SANS</li> <li>• ISACA CISA / CISM</li> <li>• Mile2: <ul style="list-style-type: none"> <li>▪ Certified Penetration Testing Specialist (CPTS)</li> <li>▪ Certified Penetration Testing Expert (CPE)</li> </ul> </li> <li>• 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) / EC-Council Certified Secure Programmer (ECSP) / EC-Council Certified Secure Application Developer (CSAD)</li> </ul>
<b>Software Testing</b>	<ul style="list-style-type: none"> <li>• ISTQB Certified Tester (CTFL / CTAL)</li> <li>• Certified Software Tester (CSTE)</li> <li>• ISEB Professionals</li> </ul>
<b>Disaster Recovery &amp; Business Continuity</b>	EC-Council Disaster Recovery Professional
<b>Outsourcing</b>	Certified Outsourcing Professional (COP)

*\*No related Professional Certification*

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

## 2010 Application & Reimbursement Cycle

Below are the cycles for the year 2010:

	Q1	Q2	Q3
Application Cycle	7 <sup>th</sup> – 15 <sup>th</sup> Jan 1 <sup>st</sup> – 5 <sup>th</sup> Feb 1 <sup>st</sup> – 5 <sup>th</sup> Mar	1 <sup>st</sup> -7 <sup>th</sup> Apr 3 <sup>rd</sup> -7 <sup>th</sup> May 1 <sup>st</sup> -7 <sup>th</sup> Jun	1 <sup>st</sup> -7 <sup>th</sup> Jul
Reimbursement Cycle	22 <sup>nd</sup> – 31 <sup>st</sup> Mar	21 <sup>st</sup> – 30 <sup>th</sup> Jun	29 <sup>th</sup> Sep – 8 <sup>th</sup> Oct

- All applications and reimbursements submissions must be based on the above cycles

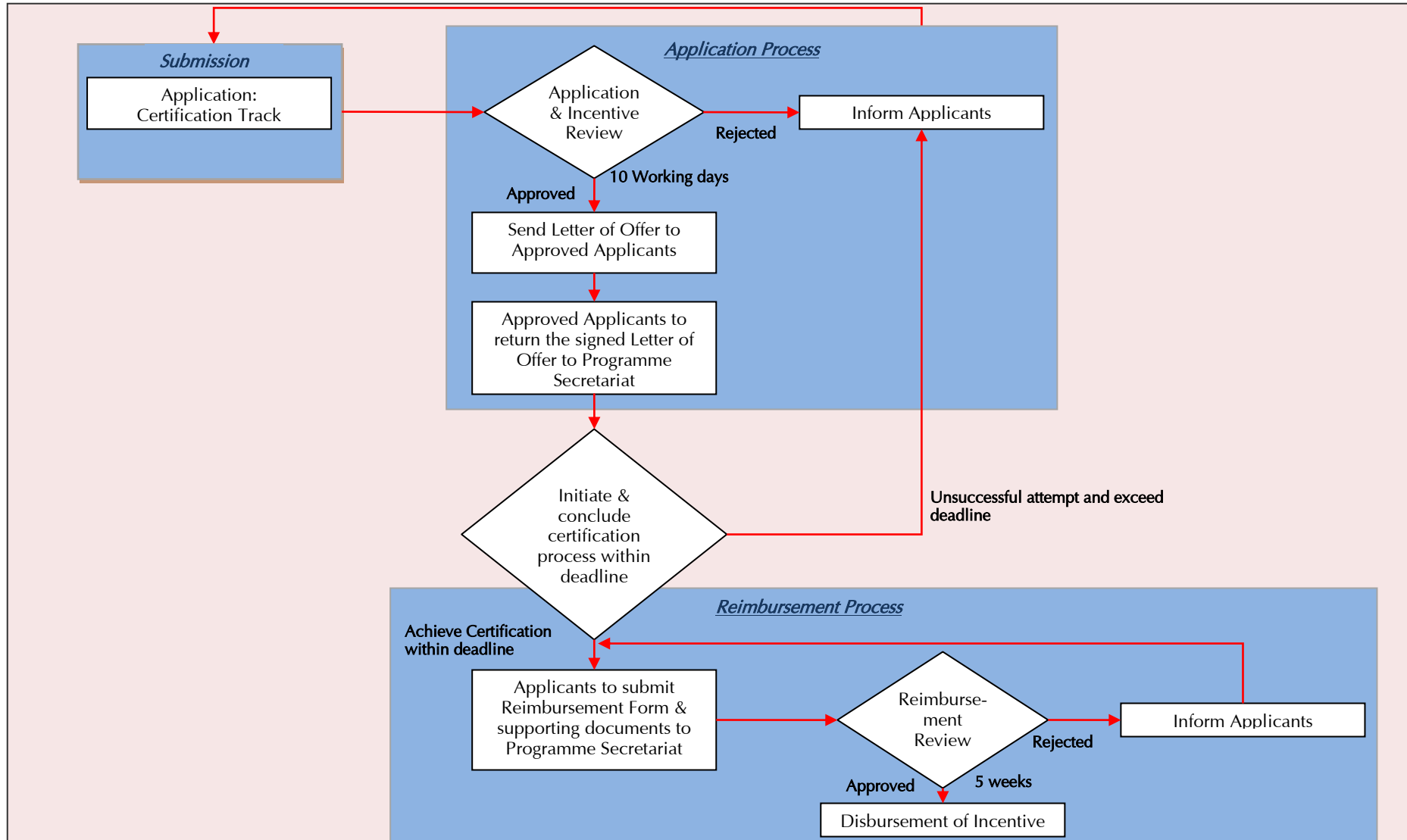
### For example (i):

*Application submitted on the 5<sup>th</sup> Feb 2010 must reflect exam dates from 6<sup>th</sup> Feb to 21<sup>st</sup> Mar 2010. The reimbursement must be submitted during the 22<sup>nd</sup>-31<sup>st</sup> March 2010 reimbursement deadline.*

Any applications submission outside of the Cycle dates will be processed during the next cycle date.

### For example (ii):

*Application submitted on the 6<sup>th</sup> Feb 2010 will only be processed during the 1<sup>st</sup> – 5<sup>th</sup> Mar 2010 application cycle. However, if the exam dates are between 7<sup>th</sup> Feb to 28<sup>th</sup> Feb; before approval by MDeC is granted, the application will be rejected. Therefore, applicants are advised to plan early.*



Overview of CDP Professional Development Application & Reimbursement Process

## Are You Eligible to Apply?

If you would like to know whether you are eligible to apply, you may want to answer these following questions. If you are able to answer YES to all, please proceed with your application submission:

1. Are you a Malaysian?
2. Are you working with an MSC Malaysia Status Organisation?
3. Is the professional certification chosen is listed in the CDP Professional Development Approved List?
4. Are you planning to sit for professional certification exam(s) in 2010?
5. Will you be able to follow the 2010 CDP Professional Development Application & Reimbursement Cycle?

MDeC reserves the right to approve to all applications. Approval will be based on ALL stipulated guidelines as stated in this Programme Guideline.

## Programme Information and Contact

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

MSC Malaysia Client Contact Centre (CliC)

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

Email: [clic@mdec.com.my](mailto:clic@mdec.com.my)