

## ILKAP'S 2010 TRAINING SCHEDULE

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
<b>JANUARY</b>						
1.	Managing and Tendering of Digital Evidence Course	Prosecution	3	11 – 13	PP 1 (P)	Enakmen
2.	Special Course for Insolvency Department of Malaysia (Legal Officers) **	PTP	4	11 – 14	KPP (LS)	Akta
3.	Prosecution Course for Deputy Public Prosecutor No. 1/2010	Prosecution	12	18 – 29	PP 2 (P)	Ordinan
4.	Management of Files and Office Course (Legal Officers) **	PTP	3	25 – 27	PUU (I)	Akta
5.	Course on Handling of Exhibits (Various Departments)	Prosecution	4	25 – 28	PUU 2 (P)	Enakmen
6.	Competency Evaluation Centre Course Competency Level 4 Series 21 No. 1/2010	PTP	6	27 – 3 February	KPP (PTP)	Adat
<b>FEBRUARY</b>						
7.	Course on Law of Evidence and Its Application in Trials (Various Departments)	Prosecution	5	1 – 5	PUU 1 (P)	Kanun
8.	Course on Financial Management for Legal Officers *	PTP	3	2 – 4	PP (B)	Akta
9.	Writing of Project Paper Course (BPPUU, DBP and Persatuan Linguistik Malaysia) *	Language	3	2 – 4	P (B)	Kaedah
10.	Competency Evaluation Centre Course Competency Level 5 Series 14 No. 1/2010	PTP	6	3 – 10	P (PTP)	Peraturan

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
11.	Special Course for Legal Aid Department (Legal Assistants) **	Civil Litigation	4	22 – 25	PUU (S)	Akta
12.	Course for Legal Administrative Assistants L17	Induction	3	22 – 24	PUU (PTP)	Ordinan
13.	Seminar on International Law – Addressing Issues and Challenges in Formulating, Drafting, Negotiating and Complying with International Instruments	Civil	4	22 – 25	PP 2 (PTP)	Kaedah
<b>MARCH</b>						
14.	Effective Prosecution of Murder Cases Course	Prosecution	5	1 – 5	PP 2 (P)	Enakmen and Moot Court 1
15.	Competency Evaluation Centre Course Competency Level 3 Series 18 No. 1/2010	PTP	6	3 – 10	P (LS)	Akta
16.	Public Talk on Current Approach in Disposal of Civil Cases*	Civil Litigation	1	4	P (PTP)	Theatrette
17.	Specific Induction Course No. 1/2010 ( Legal Officers L41)	Induction	3	8 - 10	P (I)	Theatrette
18.	General Induction Course No. 1/2010 ( Legal Officers L41)	Induction	16	11 - 25	P (I)	Theatrette
19.	Witness Examination Techniques and Submission Course (Various Departments)	Prosecution	5	8 – 12	PUU 2 (P)	Enakmen and Moot Court 1
20.	Competency Evaluation Centre Course Competency Level 6 Series 19 No. 1/2010	PTP	6	16 – 19	P (S)	Adat
21.	Competency Evaluation Centre Course Competency Level 1 & 2 Series 2 No. 1/2010	PTP	6	17 – 24	PP (LS)	Kaedah

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
22.	Special Seminar for Industrial Courts' Chairmen *	PTP	3	22 – 24	P (B)	Akta
<b>APRIL</b>						
23.	Computer Course (Microsoft Office Specialist) – Word (Various Grades)	Induction	4	5 - 8	KPP 1 (P&P)	Makmal Bahasa
24.	Prosecution Course (Various Departments)	Prosecution	5	5 – 9	PUU (LS)	Perlembagaan
25.	Course on Role of Forensic Science in Civil and Criminal Cases (Module 1) PDRM**	Civil	5	5 – 9	PP (S)	Enakmen
26.	Competency Evaluation Centre Course Competency Level 5 Series 15 No. 2/2010	PTP	6	7 – 14	P (S)	Adat
27.	Mediation Course	Civil Litigation	3	12 – 14	PP (LS)	Akta
28.	Special Course for Insolvency Department of Malaysia (Legal Assistants and Supporting Staff) **	Civil Litigation	3	19 – 21	PUU (I)	Kanun
29.	Electronic Evidence Course *	Prosecution	3	19 – 21	PP 2 (PTP)	Enakmen
30.	Competency Evaluation Centre Course Competency Level 4 Series 22 No. 2/2010	PTP	6	21 – 28	KPP (PTP)	Adat
31.	Blog Site Investigation and Computer Forensic Course *	Prosecution	4	26 – 29	KPP 1 (P&P)	ITITC
<b>MAY</b>						
32.	Pre Trial Procedure *	Civil Litigation	3	3 – 5	PP (I)	Enakmen and Moot Court 1
33.	Google Fu – Power Search Techniques Course *	PTP	2	3 – 4	PP (P&P)	ITITC
34.	Course on Medico- Legal for Legal Officers **	Civil	4	3 – 6	PP (S)	Kaedah

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
35.	Executive Certificate in Enforcement Law (ILKAP-UiTM) Course	Prosecution	14	3 – 16	PP 1 (P)	Ordinan
36.	Competency Evaluation Centre Course Competency Level 6 Series 20 No. 2/2010	PTP	6	5 – 12	P (PTP)	Adat
37.	Special Course for Legal Aid Department (Legal Officers) **	PTP	4	10 – 13	KPP 2 (P&P)	Enakmen
38.	Competency Evaluation Centre Course Competency Level 3 Series 19 No. 2/2010	PTP	6	12 – 19	KPP (P)	Kaedah
39.	Crime Scene Evidence Course *	Prosecution	3	17 – 19	PP 1 (PTP)	Enakmen
40.	Cyber Laws in Malaysia **	Civil	3	17 – 19	PP 2 (PTP)	Akta
41.	Interpreters' Course (Oral Interpretation) **	Language	3	17 - 19	PUU (LS)	Kanun
42.	Competency Evaluation Centre Course Competency Level 1 & 2 Series 3 No. 2/2010	PTP	6	19 – 26	PP (LS)	Adat
43.	Statutory Duties and Statutory Powers' Course	Civil Litigation	2	24 – 25	PP (B)	Kanun
44.	Course for Legal Assistants	Induction	3	24 – 26	PUU (P&P)	Kaedah
<b>JUNE</b>						
45.	Course on Takaful (Insurance) from Islamic Perspective) *	Civil	3	1 – 3	KPP (LS)	Kaedah
46.	Expert Evidence Course *	Civil	3	7 – 9	P (P)	Akta
47.	Specific Induction Course No. 2/2010 ( Legal Officers L41)	Induction	3	7 - 9	P (I)	Theatrette
48.	General Induction Course No. 3/2010 ( Legal Officers L41)	Induction	16	10 - 24	P(I)	Theatrette

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
49.	Advocacy Skills Course (Legal Officers)*	PTP	3	14 – 16	PP (I)	Akta and Moot Court 1
50.	Seminar on DNA Profiling **	Civil	3	21 – 23	KPP (LS)	Kanun
51.	Interpreters' Course (Interpretation of Documents) **	Language	3	21 – 23	PUU (S)	Peraturan
52.	Course on Federal Constitution (Legal Officers) *	Civil	3	21 – 23	PP 1 (PTP)	Enakmen
53.	Competency Evaluation Centre Course Competency Level 4 Series 23 No. 3/2010	PTP	6	23 – 30	P (LS)	Adat
54.	Human Trafficking Course **	Prosecution	3	28 – 30	KPP (P)	Enakmen
55.	Competency Evaluation Centre Course Competency Level 3 Series 20 No. 3/2010	PTP	6	30 – 7 July	KPP (PTP)	Adat
<b>JULY</b>						
56.	Mentoring Course	Civil Litigation	2	1 – 2	P (LS)	Kanun
57.	The Fundamentals of the Federal Constitution of Malaysia *	Civil	3	5 – 7	PP 2 (PTP)	Enakmen
58.	Competency Evaluation Centre Course Competency Level 6 Series 21 No. 3/2010	PTP	6	7 – 14	P (S)	Adat
59.	Seminar on Contempt of Court *	Civil Litigation	1	12	PP (I)	Kanun
60.	Workshop on Effective Negotiation **	Civil	3	19 – 21	PP (B)	Kanun
61.	Course on Basic Drafting (Various Departments)	Language	4	19 – 22	PUU (PTP)	Peraturan
62.	Executive Diploma in Enforcement Law (ILKAP - UiTM) Course	Prosecution	15	19 – 6 August	PP (P)	Ordinan

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
63.	Prosecution Course for DPP - Expert Witnesses and Their Roles – Case Study	Prosecution	5	19 – 23	PP (S)	Enakmen and Moot Court 2
64.	Competency Evaluation Centre Course Competency Level 1 & 2 Series 4 No. 3/2010	PTP	6	21 – 28	P (LS)	Adat
65.	Management of Files and Office Course (Support Group – Court and Attorney General's Chambers)	Induction	3	26 – 28	PUU 1 (P)	Perlembagaan
66.	Legislative Drafting for Law Revision and Law Reform Division (BPPUU) (Canada)	Language	5	26 – 30	P (B)	Peraturan
<b>AUGUST</b>						
67.	Course on Understanding and Interpretation of Statute **	Civil	3	2 – 4	PP 1 (PTP)	Peraturan
68.	Course on Role of Forensic Science in Civil and Criminal Cases (Module 2) Chemistry Department **	Civil	4	2 – 5	PP (P&P)	Kanun
69.	Advanced Prosecution Course (Various Departments)	Prosecution	5	2 – 6	PUU (B)	Kaedah and Moot Court 2
70.	<i>International Refugee Law Seminar*</i>	Prosecution	5	5 – 6	PP (P)	Theaterette
<b>SEPTEMBER</b>						
71.	Seminar on Land Law – Current Issues *	Civil	3	20 – 22	PP (LS)	Kanun
72.	Competency Evaluation Centre Course Competency Level 5 Series 16 No. 3/2010	PTP	6	16 – 23	P (S)	Adat
73.	Competency Evaluation Centre Course Competency Level 5 Series 17 No. 4/2010	PTP	2	22 – 29	P (LS)	Adat

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
74.	Federal and State Relations (Federalism) in Malaysia *	Civil	3	27 – 29	PP 2 (PTP)	Akta
75.	Course on Conducting Criminal Cases in High Court (DPPs) *	Prosecution	4	27 – 30	KPP (P)	Kanun and Moot Court 1
76.	<i>Drafting Financial Provision Course*</i>	Language	5	27 – 1 Okt	P(B)	Computer Room 2, ITITC
77.	Course on Compliance with the Obligations under the Convention on the Rights of the Child (CRC), Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) and Persons with Disabilities Convention (PWDC) **	Civil	5	27 – 1 Okt	KPP 2 (P&P)	Enakmen
78.	Competency Evaluation Centre Course Competency Level 3 Series 21 No. 4/2010	PTP	6	29 – 6 Oct	P (PTP)	Kaedah
<b>OCTOBER</b>						
79.	Course on Overview of Mutual Legal Assistance and Extradition Proceedings **	Prosecution	2	4 – 5	PP (P)	Akta
80.	International Humanity Basic Law Course– International Committee of the Red Cross (ICRC) *	Civil	5	4 – 8	PP (I)	Enakmen
81.	Competency Evaluation Centre Course Competency Level 6 Series 22 No. 4/2010	PTP	6	6 – 13	P (P)	Adat
82.	Parliamentary Process and Procedure Course *	Civil	3	11 – 13	PP 1 (PTP)	Akta
83.	Judicial Administration Course – Management and Administration of the Courts *	Civil	5	11 – 15	KPP (P)	Enakmen
84.	Course on Intellectual Property*	Civil	5	11 – 15	PP (LS)	Kanun

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
85.	Comparative Constitutional Law Course*	Civil	3	18 – 20	PP 2 (PTP)	Enakmen
86.	Post Conviction Course*	Prosecution	3	18 – 20	PP (S)	Kanun
87.	Advocacy Skills Course (University of Nottingham) No.1/2010 *	Prosecution	5	18 – 22	P (LS)	Ordinan and Moot Court 1
88.	Advocacy Skills Course (University of Nottingham) No. 2/2010 *	Civil Litigation	5	25 – 29	P (P)	Ordinan and Moot Court 1
89.	Competency Evaluation Centre Course Competency Level 4 Series 24 No. 4/2010	PTP	6	20 – 27	P (S)	Adat
90.	Course on Management of Property from Islamic Perspective (Faraid)*	Civil	3	25 – 27	PP (B)	Akta
91.	Course on Evidence, Care, Protection and Rehabilitation of Children *	Prosecution	3	25 – 27	KPP (P)	Enakmen
92.	Competency Evaluation Centre Course Competency Level 1 & 2 Series 5 No. 4/2010	PTP	6	27 – 3 Nov	P (I)	Kaedah
<b>NOVEMBER</b>						
93.	Jurisprudence Course **	Civil	3	1 – 3	KPP (LS)	Ordinan
94.	Seminar on Judicial Review **	Civil Litigation	3	1 – 3	PP (B)	Kanun
95.	Course on Effective Legal Research *	Civil	3	8 – 10	KPP (PTP)	Kanun
96.	Advocacy Course for Deputy Public Prosecutor No. 1/2010	Prosecution	4	11 – 14	KPP (P)	Kaedah & Moot Court 2
97.	Seminar on Money Laundering	Prosecution	2	22 – 23	PP 1 (PTP)	Perlembagaan
98.	Workshop on Conducting Road Accident Cases**	Civil Litigation	3	22 – 24	PP (LS)	Enakmen

BIL.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
99.	Interpreters' Course (Rules and Court Procedures) **	Language	3	29 – 1 Dis	PUU (B)	Peraturan
100.	Course on Copyright Infringement, Investigation and Prosecution **	Prosecution	5	29 – 3 Dec	P (P)	Kanun
<b>DECEMBER</b>						
101.	Advocacy Course for Deputy Public Prosecutor No. 2/2010	Prosecution	4	9 – 12	PP (P)	Akta & Moot Court 1

**Note:**

**	- Curriculum Review
*	- New Course
	Courses to be opened to private sectors
	Adhoc Courses
	ILKAP's internal courses

**COLLABORATION COURSES  
ILKAP & JPM**

NO.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
<b>MAY</b>						
1.	General Induction Course No. 2 (Grade 41 and Supporting 1, JPM)	Induction	16	12 - 27	P (I)	Theatrette
<b>JULY</b>						
2.	General Induction Course No. 4 (Grade 41 and Supporting 1, JPM)	Induction	16	14 - 29	P (I)	Theatrette

**MTCP PROGRAMMES**

NO.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
<b>JUNE</b>						
1.	Malaysian Technical Cooperation Programme (MTCP) – Options and Skills in Dispute Resolution	PTP	11	21 – 1 July	PP (S)	ITITC
<b>SEPTEMBER</b>						
2.	Malaysian Technical Cooperation Programme (MTCP) - Workshop on Mediation	PTP	11	20 – 30	KPP (PTP)	ITITC

## COLLABORATION COURSES

JANUARY						
NO.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
1.	Course on Investigation and Enforcement (Energy Commission) No. 1/2010	Prosecution	3	11 - 13	PUU 2 (P)	Kanun
2.	Prosecution Course (Ministry of Environment and Public Health, Kuching, Sarawak)	Prosecution	5	18 - 22	P (P)	Kuching, Sarawak
3.	Course on Investigation and Enforcement (Energy Commission) No. 2/2010	Prosecution	3	25 – 27	PUU 1 (P)	Kanun
4.	Course on Investigation and Enforcement (Registrar of Societies) No.1/ 2010	Prosecution	5	25 – 29	PP (B)	Perlembagaan
FEBRUARY						
5.	Course on Investigation and Enforcement No. 1/2010 (Malaysian Qualifying Agency)	Prosecution	2	6 – 7	PUU 2 (P)	Akta
MARCH						
6.	Course on Investigation and Prosecution (AADK) No. 8/2010	Prosecution	5	1 – 5	PUU 1 (P)	Perlembagaan
7.	Basic Prosecution Course (PTG Selangor)	Prosecution	3	24 - 26	P (P)	Ordinan
8.	Course on Investigation and Prosecution (AADK) No. 9/2010	Prosecution	5	29 March – 2 April	PP 2 (P)	Enakmen
9.	Advanced Prosecution Course (Ministry of Home Affairs)	Prosecution	5	29 March – 2 April	PP 1 (P)	Perlembagaan and Moot Court 1
APRIL						
10.	Course on Investigation and Enforcement (Department of Skills Development)	Prosecution	4	5 – 8	P (P)	Peraturan

NO.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
11.	Basic Prosecution Course (National Registration Department)	Pendakwaan	3	26 - 28	P (P)	Peraturan and Moot Court 2
12.	Course on Investigation and Prosecution (AADK) No. 10/2010	Prosecution	5	26 - 30	PUU 1 (P)	Perlembagaan
<b>MAY</b>						
13.	Course on Investigation and Prosecution (AADK) No. 11/2010	Prosecution	5	10 - 14	PUU 2 (P)	Perlembagaan
14.	Procedures and Basic Prosecution Course (Department of Environment)	Prosecution	5	17 – 21	P (P)	Moot Court 2
15.	Advanced Prosecution Course (PTG Selangor)	Prosecution	5	31 May – 4 June	PP 2 (P)	Ordinan and Moot Court 1
<b>JUNE</b>						
16.	Witness Examination and Submission Course (Atomic Energy Licensing Board)	Prosecution	5	7 – 11	PUU 2 (P)	Ordinan and Moot Court 1
17.	Course on Investigation and Enforcement (MPOB)	Prosecution	5	21 – 25	P (P)	Ordinan
18.	Prosecution Course (Kuching South City Council)	Prosecution	5	21 – 25	P (P)	Kuching, Sarawak
19.	Medico Legal Course (Medical Expert) Ministry of Health, Malaysia	Civil	3	28 – 30	PP (S)	Akta
20.	Course on Prosecution Skills (Tenaga Nasional Berhad)	Prosecution	3	28 – 1 July	P (P)	Perlembagaan and Moot Court 1
21.	Course on Investigation and Enforcement (Penang Port Comission)	Prosecution	5	28 – 1 July	P (P)	Ordinan
<b>JULY</b>						
22.	Advance Prosecution Course (Department of Environment)	Prosecution	5	5 – 9	P (P)	Moot Court 2
23.	Course on Handling of Exhibit (PTG Johor)	Prosecution	5	5 – 9	PP (P)	Ordinan

NO.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
24.	Course on Investigation and Enforcement No.2/2010 (Malaysian Qualifying Agency)	Prosecution	2	9 – 10	PP 2 (P)	Akta
25.	Course on Investigation and Enforcement No.1/2010 (Majlis Perbandaran Pulau Pinang)	Prosecution	2	12 – 13	P (P)	Penang
26.	Medico Legal Course (Paramedic) Ministry of Health, Malaysia	Civil	3	12 – 14	PP 1 (PTP)	Enakmen
27.	Advance Prosecution Course (National Registration Department)	Prosecution	4	12 – 16	PUU 1 (P)	Peraturan and Moot Court 1
28.	Basic Prosecution Course Department of Occupational Safety and Health	Prosecution	5	19 – 23	P (P)	Akta and Moot Court 1
29.	Course on Investigation and Enforcement No.2/2010 (Majlis Perbandaran Pulau Pinang)	Prosecution	2	26 – 27	P (P)	Pulau Pinang
30.	Witness Examination Course (Department of Environment)	Prosecution	5	26 - 30	PUU 2 (P)	Moot Court 2
31.	Advance Prosecution Course Bil. 1/2010 Film Control and Enforcement Division (MOHA)	Prosecution	5	26 – 30	P (P)	Enakmen and Moot Court 1
<b>SEPTEMBER</b>						
32.	Advance Prosecution Course Bil. 1/2010 Department of Occupational Safety and Health	Prosecution	5	20 – 24	PUU 1 (P)	Kaedah and Moot Court 1
33.	Medico Legal Course (Medical Officer) Ministry of Health, Malaysia	Civil	3	27 – 29	PP (S)	Perlembagaan
34.	Handling and Tendering Digital Evidence Course (Atomic Energy Licensing Board)	Prosecution	5	27 Sept – 1 Oct	PP 1 (P)	Ordinan

NO.	NAME/TYPE OF COURSE	PROGRAMME	PERIOD	DATE	COORDINATOR	LECTURE ROOM
<b>OCTOBER</b>						
35.	Advance Prosecution Course Bil. 2/2010 Department of Occupational Safety and Health	Prosecution	5	4 – 8	PUU 2 (P)	Ordinan and Moot Court 2
36.	Advance Prosecution Course Bil. 2/2010 Film Control and Enforcement Division (MOHA)	Prosecution	5	11 – 15	PP (P)	Ordinan and Moot Court 2
37.	<i>Cyber Crime Legislation Course (SKMM)</i>	Prosecution	5	25 – 29	P (P)	Theaterette