

	CIVIL AVIATION AUTHORITY OF MALAYSIA AIR NAVIGATION SERVICES AND AERODROME DIVISION DECLARATION FOR ACCEPTANCE OF ENGLISH LANGUAGE PROFICIENCY (ELP) TEST KIT	CAAM/BPUA/ELP/05
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Adalah saya dengan ini mengaku bahawa perhatian saya telah ditarik kepada peruntukan Akta Rahsia Rasmi 1972 dan bahawa saya faham sepenuhnya akan segala yang dimaksudkan dalam Akta itu. Khususnya saya faham bahawa menyampaikan, menggunakan atau menyimpan dengan salah, sesuatu maklumat atau dokumen rasmi Kerajaan atau tindakan tingkahlaku yang boleh membahayakan keselamatan sesuatu maklumat atau dokumen rasmi kerajaan atau yang boleh memudaratkan dan menjelaskan kepentingan Kerajaan adalah menjadi suatu kesalahan. Saya juga mengaku bahawa di bawah Akta tersebut siapa yang mempunyai niat untuk menjejaskan keselamatan dan kepentingan Kerajaan boleh dihukum maksimum penjara seumur hidup.

In compliance to the above, I hereby declare the English Language Proficiency (ELP) Test Kit which comprises of information/documents/items/gadgets that are listed in Attachment I-ELP Test Kit Checklist to this Declaration of Acceptance for the purpose of conducting and ELP Test in _____ [location] on _____ [date]. I also declare that the ELP Test Kit received, be it in physical or softcopy form, is an official document and can be regarded as confidential material under Act. As such, I will be responsible for the safety and security of all the items in the ELP Test Kit and will endeavour to ensure that no part of the Kit will be distributed, reproduced or removed under the duration of my custody. If the situation is such that the ELP Test Kit entrusted to me is in softcopy form, I will be responsible to ensure that it is removed completely from my keeping after the conduct of the ELP Test.

Recipient	Granting Officer
Signature: Name: Position: Date:	Signature: Name: Position: Date:

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ATTACHMENT I – ELP TEST KIT CHECKLIST

NO	ITEMS	TICK (✓) AS APPROPRIATE	
		OUT	IN
1	TEST KIT: [Hardcopy]		
	a. Introduction		
	b. Ice breaking and Introduction		
	c. ELPT Section 1: Listening and Comprehension		
	d. ELPT Section 2: Role-Play		
	e. ELPT Section 3: Picture Description		
	f. Pictures A: Aviation Related (General)		
	g. Pictures B: Abnormal Situation		
	h. Pictures C: General		
	i. Pictures D: Level 6		
	j. ELPT Section 4: Technical Discussions		
	k. ELPT Section 5: Assessment for Expert Level 6		
2	TEST KIT: [Softcopy of items (a) – (k) of the above]		
3	ELPT Listening and Comprehension Score Sheet [in laminated hardcopy]		
	a. Set 1		
	b. Set 2		
	c. Set 3		
	d. Set 4		
	e. Set 5		
4	ICAO Rating Scale Descriptors [Hardcopy / Softcopy]		
5	Sony Digital Recorder [with batteries]		
6	ELPT Evaluation Forms [Hardcopy / Softcopy]		
	a. CAAM/BPUA/ELP/02		
	b. CAAM/BPUA/ELP/03		
	c. Online Assessment Forms		
7	Pictures [Laminated hardcopy to be given to the test-taker] Picture A: Aviation-related (General) Picture B: Abnormal Situation Picture C: General Picture D: Level 6		
8	Charts [Laminated Hardcopy / Softcopy]		
	a. General Aerodrome Chart		
	b. General Approach Chart		
	c. General Area Chart		
9	Speaker		
10	Role-play Screen (with carrier bag)		
11	Explanatory Note [Laminated hardcopy for the test-taker]		

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OUT	IN
Signature (Recipient): Name: Position: Date:	Signature (Officer Returning Test Kit): Name: Position: Date:
Signature (Granting Officer): Name: Position: Date	Signature (Recipient): Name: Position: Date