

# MASTERING EMPLOYMENT ACT 1955

A.C. Hotel, Penang: 12 - 13 June 2024

Online via ZOOM: 10 - 11 June 2024

HRD Corp Prog No: 10001410524

**PD** PRACTICALDOCTRINAS  
training and consulting



Employment Act 1955 is the fundamental employment law, which provides minimum terms of employment to those defined as employees under the Act. It is very important for all employers, HR practitioners and Managers to understand the provisions in this fundamental employment law. These two days course will cover all relevant provisions in the Act including the latest Employment (Amendment) Act 2022. The provisions of the Act will be explained clearly with examples and reference to case awards.

## TRAINING OBJECTIVES

- Understand the new provisions and amendments under Employment (Amendment) Act 2022
- Understand the obligations of an employer under the Employment Act
- Understand fully of all the provisions of Employment Act
- Develop and revise company policies with confidence
- Avoid unnecessary consequences of non-compliance to the Employment Act



## COURSE CONTENT

- Definition of Employee, Wages, Apprenticeship Contract
- Exclusions for employees earning more than RM4000.00
- Contract of Service v Contract for Service
- Contractual Termination / Termination Simpliciter
- Law on Resignation and Withdrawal of Resignation
- Breach of Employment Contract
- Liability of Principal and Contractor - Outsourcing
- Presumption as to who is an employee
- Fixed Term Employment Contract
- Suspension and Domestic Inquiry
- Payment of Wages and Payslip
- Advances and Deductions
- Working Hours & Overtime Payment
- Limitation of Overtime Work
- Ordinary Rate of Pay
- Calculations for incomplete month
- Rest Day and Payment
- Holidays and Payment
- Annual Leave - Can Company force to take Annual Leave?
- Emergency Leave and Unpaid Leave
- Sick Leave, Malingering and Fake MC
- Maternity Protections and Benefits
- Paternity Leave
- Employment of Foreign Employees
- Flexible Working Arrangement
- Discrimination in Employment
- Employment of Part-time Employees
- Employment of Children and Young Persons
- Sexual Harassment - Obligation of Employer
- Termination Benefits
- Minimum Wages Order 2022

## TRAINING METHODOLOGY

- Interactive Lectures
- Case study and discussion
- Review of Court awards

## WHO SHOULD ATTEND

CEOs, General Managers, Directors, HR Practitioners, Head of Departments, Unit Heads, Managers, Executives, Officers and All those involved in handling employees and industrial relations functions.



**Dave Muniswar M**  
**Master of Human Resource Management, Hons**  
**Bachelor of Economics, Hons (UKM)**  
**PSMB/HRDF Certified Trainer**  
**ex- Industrial Court Panel**  
**ex-SOCSO Appellate Board Panel**

Dave is a human resource practitioner with over 20 years of experience. He had served reputable local companies and MNCs upon graduating from National University of Malaysia (UKM). He had been appointed as Industrial Court Panel and SOCSO Appellate Board Panel by the Ministry of Human Resource where he had sat for hearing on trade disputes.

Dave has been training for the past 15 years and he specializes in employment laws, industrial relations and human resource which are his expertise field. He is well known for designing practical training programs that improves organizational effectiveness and individual performance leading to organizations achieving their strategic goals.

Dave also provides consulting services actively for both employers and employees with regards to industrial disputes. He had represented numerous clients at conciliation meeting, mediation and hearing at Labor Court and Industrial Court.

He has trained executives and managers from various sectors including manufacturing, hospitality, telecommunications, education, service sector, healthcare, government agencies and plantations with positive track record from participants. He is also engaged as Trainer by numerous renowned training providers.

As a Human Resource Consultant, he actively provides consulting services to many corporate companies. This includes staffing, performance management, disciplinary issues, industrial relations, collective bargaining, collective agreement, succession planning, retrenchment, employee satisfaction surveys, legal compliance auditing, company policies, contract of service, contract for service, training need analysis etc.

# Training Registration

## MASTERING EMPLOYMENT ACT 1955 HRD Corp Prog No: 10001410524

Choose the appropriate

- AC Hotel Penang: 12 - 13 June 2024  
(Course Fees: RM2,190.00 per person)
- Remote Online via Zoom: 10 - 11 June 2024  
(Course Fees: RM1,400.00 per person)

Register at

<https://tinyurl.com/mretvwmj>

or scan QR Code



*Registration of 2 Participants by 18 May 2024,  
Gets Free For One Participant from same company*

No.	Name of Participant(s)	NRIC No.	Designation	Mobile Number	Email
1					
2					
3					

Registration form can be send to [davemunish@practicaldoctrinasplt.com](mailto:davemunish@practicaldoctrinasplt.com)

Contact person Mr. / Ms..... Designation:.....

H/P: ..... Email: .....

Company Name: .....

Company Address: .....

### Payment:

Payment by cheque or bank draft made in favour of "PRACTICAL DOCTRINAS PLT" or Bank in to our CIMB Bank A/C No: 8009071766 and send us the bank-in / transaction slip.

Participation under the HRD Corp claimable course, the total fee will remain payable by the participant or the participant's company in the event for whatever reason, the claim made by Practical Doctrinas PLT is unsuccessful or rejected by HRD Corporation. Participant must ensure completing 75% attendance

PRACTICAL DOCTRINAS PLT (LLP0009764-LGN)

No: 56, Lorong 2/SS8, Bandar Tasek Mutiara, 14120 Simpang Ampat, Penang

[www.practicaldoctrinas.com](http://www.practicaldoctrinas.com)

Contact Dave at 012-5592024 or email: [davemunish@practicaldoctrinasplt.com](mailto:davemunish@practicaldoctrinasplt.com)

**Inhouse Training can be arranged**