A Practical Guide for Human Resources Practitioners on SOCSO's Legislation – Employees' Social Security Act 1969 (Act 4)

Date: 26 July 2022

9:00 AM – 5:00 PM (1 Day Program)

MEF Academy, Petaling Jaya

Fee: RM 700/PAX

Many HR/IR practitioners have a limited understanding of the law and practice on Social Security Laws, especially the Employees' Social Security Act 1969 (Act 4), This course will give a better understanding on the eligibility of benefits, the calculations of benefits, the claims procedures and processes.

The Day program will only focus on the Employees' Social Security Act 1969

(Act 4) and is designed to provide a practical and hands- on approach to HR/IR practitioners to manage any employees SOCSO's claims or disputes.

Objectives

Participants will learn to:

•Understand Social Security definition, the principles and importance.
•Understand the definition of wages and its comparison with other laws.
•Understand all the availability of benefits including for foreign workers in Act 4.
•Understand how to make claims for an injured/sick employee as provided in the regulations and orders.
•Understand the calculation process for each benefit in the Act 4.
•Understand on how the Dispute Tribunal, i.e the Social Security Appellate Board jurisdiction.
•Understand on all current and other initiatives of the Social Security that Organization provides to all its employers in the Act 4.

Learning Outcomes

Participants will be able to gain knowledge of :

•Social Security definition, the principles and importance.
•Definition of wages and its comparison with other laws
•Identify the benefits of various Schemes in the Employee's Social Security Act 1969 (Act 4),
•How to make benefits claim for injured and sick employees
•Calculation process for various benefits in ACT 4
•Employers' responsibilities under ACT 4
•Dispute Tribunal for appeals and other initiatives for employers and employees

Who Should Attend:

•Owners of SME and Businesses
•HR Directors/ Managers
•Department Heads/Managers
•HR Generalists
•Trainers /Union members
•Foreign Ambassy officials

Course Outline:

Time	Learning Points
9:00 AM – 10:25 AM	Self-Introduction & Ice Breaking 1. What is Social Protection – Definition. What is the Available Social Protection? Concept and Principles of Social Security 2. Definition of Wages in Act 4 3. Benefits provided under Act 4. Types of Schemes and Benefits for Local and Foreign Workers
10:25 AM – 10:55 AM	**TEA BREAK**
10:55 AM – 1:00 PM	4. Explain on How to Make Various Claims to SOCSO for Employees Benefits for Employment Injury Scheme and Calculation.
1:00 PM – 2:00 PM	**LUNCH BREAK**
2:00 PM – 3:00 PM	5. Claims for Invalidity Scheme and the Calculations
3:00 PM – 3:45 PM	6. Employers Responsibilities
3:45 PM – 4:00 PM	**TEA BREAK**
4:00 PM – 4:30 PM	7. Dispute Tribunal for Appeals and Other Initiatives for Employers and Employees
4:30 PM – 5:00 PM	**Q&A SESSION**

Trainer's Profile:

Datin Azlaily Abd Rahman, a law graduate from University Malaya (graduated in 1987) who also possesses many accreditation from various institutions including the TRAIN THE TRAINER accreditation and certification from HRD Corp, was the Deputy CEO of Social Security Organization (SOCSO). She started her career in SOCSO in 2001 as the General Manager of its Legal Division. In 2007 she was promoted to be the Senior General Manager in the Management Division and later went on to head its Corporate Division. In 2016 she was promoted to be the Deputy CEO (Corporate) wherein during her tenure as the Deputy CEO she introduced and executed many policies beneficial and relevant for employers and employees in all industries. She retired from SOCSO on 31st December 2021, nevertheless her passion and inspiration to share her knowledge and experience particularly in Social Security Administration in Malaysia remain undiminished.

Its noteworthy that prior to her career commencement at SOCSO, she started her career as a practicing lawyer in Messers Manjit Singh & Associates for about a year before joining the Attorney General's Chambers (AGC). In the AGC, she held many positions and portfolios among others as Legal Advisor/ Senior Federal Counsel/ Public Prosecutors to Ministry of Defense, Income Tax Department, Ministry of Land and Cooperatives and Ministry of Human Resources. Due to her ever evolving passion in promoting the importance of social security coverage, she successfully led her team and created the National Competency Standard (NCS) on the Social Security Administration in 2018 and the same was recognized and approved by the Department of Skills Development for all public and private institutions in Malaysia in 2020. It is her noble desire to see social security to be taught in institutions like the TVETs and maybe even in schools in the future. The book titled "Social Security Protection Guide in Malaysia" in 2020 was her brain -child wherein she was also the editor of the same. In 2019, she led the program called *SOCSO ON THE GO* and held seminars in various states in Malaysia in relation thereto. It is a program to disseminate knowledge and to reach out to the employers, union members and Federation of Employers.

You may click the link or scan the QR Code below for registration:

https://forms.office.com/r/fVBjRg8hzd