

# UNDERSTANDING LABOUR LAWS

*Complimentary copy of MEF publication on Employment Act 1955 and Industrial Relations Act 1967 will be provided.*



**INCLUDING LATEST  
AMENDMENTS IN  
LABOUR LAWS**



PERSEKUTUAN MAJIKAN-MAJIKAN MALAYSIA  
MALAYSIAN EMPLOYERS FEDERATION



14 & 15 May 2024

9.00am – 5 :00pm

Venue : EASTIN HOTEL, PJ

Course Fees:

RM1,600.00

(including SST)

*HRD Corp Claimable Courses*

*/payable to MEF Academy*

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## INTRODUCTION / OBJECTIVES

### Objectives

Acquiring up to date information on labour laws is essential to develop sound industrial relations and personnel policies in any organisation. Hence this course is specially designed to provide an overview of the principal legislations in the field of labour.

## TRAINING METHODOLOGY

- Online Lectures /Interactive Discussions
- Case studies and Exercises

### OUTLINE

*1<sup>ST</sup> DAY - 9AM – 5 PM* *Employment Act 1955 (includes EMPLOYMENT (AMENDMENT) ACT 2022 (ACT A1615) )*

- Scope of the Act
- Contract of service/Contract for service
- Day
- Due inquiry
- Confinement
- Maternity allowance & benefits
- Employment of women
- Rest Day
- Sick leave
- Overtime
- Termination & lay-off benefits
- Employment (Part Time) Regulations (2010)

*2<sup>nd</sup> DAY - 9AM – 5 PM* *Industrial Relations Act 1967 (includes IR (Amendment) Act 2020)*

- Purpose of IR Act 1967
- Union recognition
- Lock-outs
- Trade disputes
- Management functions
- Collective bargaining process
- Collective agreements
- Representations on dismissal
- Conciliation
- Industrial Court proceedings

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## WHO SHOULD ATTEND?

- All those involved in handling personnel and industrial relations functions

## PLEASE SCAN TO REGISTER

OR pls go to this link to register

<https://forms.office.com/r/xqzEAHCEXn>

### Course Fee & Enquiries

Member: RM1600.00 inclusive SST /per participant.

MEF Academy: 03-79487200

**Nazlina** email : [nazlina@mef.org.my](mailto:nazlina@mef.org.my); **Roszanariah** email : [roszana@mef.org.my](mailto:roszana@mef.org.my)

## EXPERIENCED TRAINER

Justin graduated with an LLB (Hons) from Cardiff University, United Kingdom, before returning to Malaysia to earn his Certificate of Legal Practice in 1998. He was admitted as an Advocate and Solicitor of the High Court of Malaya in 1999 and thereafter, in the proceeding years, embarked into practicing various areas of the law, including litigation, corporate and conveyancing matters.

He also practised law in Singapore for 8 years by obtaining his Graduate Diploma in Singapore Law from the National University of Singapore and being admitted as an Advocate and Solicitor of the Supreme Court of Singapore in 2010.

Subsequently, he was engaged as Senior Industrial Relations Consultant in a specialist consultancy firm, and eventually went on to lead the employment law practice at M/s Donny Wong & Co in Kuala Lumpur.

Justin has advised and represented organisations and individuals on a wide range of employment matters including industrial / labour court matters, conciliation meetings, termination of employment, constructive dismissal, Mutual Separation Schemes, poor performance, transfers, secondment, retrenchment, reorganization and restructuring exercises, employment documentation (contracts, appointment letters, show cause letters, notice of inquiry, dismissal letters, Performance Improvement Plan etc), preparation of legal opinions, employment handbook, drafting policies (including sexual harassment, disciplinary procedure etc), providing training on topics relating to employment laws in Malaysia, preparing companies to conduct domestic inquiry (including providing training for prosecutors / panel members), Voluntary Separation Schemes, medical board out, etc.