

# UNDERSTANDING & PREVENTING SEXUAL HARASSMENT AT THE WORKPLACE

**DATE : 7 JANUARY 2024**  
**VENUE : MEF MELAKA TRAINING ROOM**  
**TIME : 9.00 AM TO 5.00 PM**

## OBJECTIVE

- The Human Resources Department plays a vital role in preventing and eradicating sexual harassment at the workplace. This one-day programme is designed to familiarise participants on understanding what tantamount to sexual harassment at the workplace. This programme will also assist employers understanding their key roles and responsibilities of the employer in handling sexual harassment at the workplace if it occurs and ways to prevent it.
- This course will include a presentation on the definition, categories and forms of sexual harassment etc. With a proper understanding of this sensitive issue, employers may be able to provide a safe system of work for all and promote advancement and harmonise the organisation.

## WHO SHOULD ATTEND

All those involved in handling personnel and industrial relations functions.



## TOPIC COVER

- Definition of Sexual Harassment
- The categories of Sexual Harassment
- The Forms of Sexual Harassment: -
  - Verbal harassment
  - Non-verbal /gesture harassment
  - Visual harassment
  - Psychological harassment
  - Physical harassment
- Consequences of Sexual Harassment to the Employer and Employee
- The Employers responsibilities: -
  - Handling Sexual Harassment
  - Part XVA Employment Act 1955 (S.81A-S81H)
- Other Laws related to Sexual Harassment
- Dismissal/Constructive Dismissal – Sexual Harassment
- Procedures in Managing Sexual Harassment at the workplace
- Drafting Show Cause letters and Charges
- Latest Case Law Study on Sexual Harassment

## TRAINER'S PROFILE

Mr. Muhammad Zulfadlee Thye Bin Abdullah (Zul Thye) is an IR Consultant currently serving at the Malaysian Employers Federation (MEF) Melaka Branch. His last position was the Communications/IR Coordinator at the Social Protection Contributors Advisory Association Malaysia (SPCAAM).

He has extensive experience in union activities and movements in Malaysia for 24 years. He served as the President of the Infineon Technologies Melaka Workers' Union for 11 years until 2016 and was also part of the Industrial Relations Bureau at the Malaysian Trades Union Congress (MTUC).

He has worked at MTUC as an Industrial Relations Officer, handling numerous worker cases at the Department of Labour, the Department of Industrial Relations, and the Labour Court. With a TTT certificate from HRDC, he is highly active in conducting training courses, seminars, forums, and conventions related to the National Labour Act.

During his tenure at MTUC, he was also the Project Coordinator for bilateral cooperation with the International Labour Organization (ILO) Asia Pacific, Bangkok, and the Solidarity Center USA. Mr. Zul Thye has represented the country in various forums, conferences, and seminars at both national and international levels to share his experience in union movements and the employment situation in Malaysia.



**Mr. Zul Thye**  
IR Consultant Melaka

## COURSE FEE

- MEF Members : RM 1,400.00  
(inclusive of 8% SST)
- Non-Members : RM 1,500.00  
(inclusive of 8% SST)

## PAYMENT

- HRD Corp Claimable Course scheme “ ” ; or
- Payable to:
  - Malaysian Employers Federation
  - Account No: 105280002422 – Affin Islamic Bank Berhad
  - A copy of the transfer slip and invoice number should be emailed to [yeokhoon@mef.org.my](mailto:yeokhoon@mef.org.my) ; [natasya@mef.org.my](mailto:natasya@mef.org.my) ; [financesubs@mef.org.my](mailto:financesubs@mef.org.my)
- Any cancellation of attendance must be communicated via email to [wanifildatul@mef.org.my](mailto:wanifildatul@mef.org.my) or [nur.anis@mef.org.my](mailto:nur.anis@mef.org.my) or [yeokhoon@mef.org.my](mailto:yeokhoon@mef.org.my) at least 3 days prior to the event of MEF reserves the right to charge the full fees for “NO SHOW”.

## REGISTRATION



Registration Link:  
<https://forms.office.com/r/supACuArrw>

