

# Current Labour Issues and Solutions

University of Malaya City Campus



## Introduction

This two-day session will provide a comprehensive overview of the Malaysian Employment Act 1955 and the Industrial Relations Act 1967 and help answer some of the frequently-asked-questions by employers.

## Benefits

At the end of the course, participants will be able to explain and practise the minimum benefits that are compulsory for employers to give to employees hired by them under a service contract.

## Programme Methodology

Various tools and techniques will be used to enhance learning and ensure transfer of knowledge and competency for practical application. The approach will employ interaction, participation, discussions and exercises.

## Programme Assessment

To complete this programme all participants must fulfil a requirement that is 100% full attendance which will be taken for each class. The participants will be given Certificate, if they have successfully completed the programme based on the requirement.

## Study Materials

The participants will be given a student book and one workbook.

## Content

- The Malaysian Employment Act 1955
- Contract of Service
- Introduction
- Scope & Application of the Act
- Letter of Appointment / Employment Agreement
- Termination of Contract
- Case study: Malaysian Labour Law: Problems and Solutions
- Absenteeism: Examples of Problems and Solutions
- Types of Leaves
- Employment of Foreigners
- Sexual Harassments
- Permit

## Facilitator Tn. Hj. Arip Hj. Mohd

Tn. Hj. Arip Hj. Mohd has more than 30 years of working experience in the Labour Department. Started as an officer, he has been awarded several Outstanding Service Awards in 1993, 1995 & 1998 until being appointed as Director of State Labour Department. As an expert in Labour Law, he used to be involve in several legal prosiding related to labour law in different sectors such as banking, property development, transportation, agriculture etc.

Now he is a lecturer at Malaysian Palm Oil Bhd, Chartered Institute of Transport Malaysia and Judicial & Legal Training Institute. He is also a Labour Department Prosiding and Investigation Officer for high profile cases. In addition, he is a trainer for MEF, FMM, MAPA, NSILC and Trade Union Congress including MTUC.

## Registration Form Personal Data

NAME			
RESIDENTIAL ADDRESS			
TELEPHONE	MOBILE PHONE	I/C NO	

## Employer Data

EMPLOYER			
OFFICE ADDRESS			
TELEPHONE	FAX	EMAIL	

### Registration Fee: RM850.00 only

Payment can be made by cash or using crossed cheque/bank draft/money order/telegraphic transfer made payable to UMCCed.

If you wish to pay through CIMB Bank, payment should be made payable to the account below:

Account Name : UMCCed  
Account Number : 14400009148053  
Bank : CIMB Bank

Please send a copy of your bank-in slip to UMCCed and a receipt of acknowledgement will be given.

### Replacement or Cancellation

If you are unable to attend, a substitute or replacement is allowed at no extra cost provided that a written notice is given **TWO WEEKS** prior to the event. Cancellation from the course is subject to the following:

- Seven (7) working days prior to commencement – full refund
- Less than seven (7) working days prior to commencement – 50% refund
- After commencement – no refund will be made

Please note that **CANCELLATION BY PHONE** will not be accepted. UMCCed must receive a written notice as mentioned above.



For further information/registration, please contact:  
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