



# EMPLOYMENT ACT 1955: OVERVIEW AND LATEST UPDATE ~ WITH EMPLOYMENT (AMENDMENT) ACT 2022

**January 15-16, 2025 (Wednesday-Thursday)**

**8.45 am – 5.00 pm** **FMM Institute, Perak**



The Employment Act 1955 (EA1955) is applicable throughout West Malaysia and Federal Territory of Labuan. In East Malaysia, the Labour Ordinance of Sabah and Labour Ordinance of Sarawak prevail. The EA 1955 provides statutory minimum benefits to private sector employees who fall under the definition of “employee” under the First Schedule of the EA 1955. The EA 1955 also protects employees with regards to their terms and conditions of employment.

Globalisation, borderless trade and global competitiveness contributed to the Human Resource Ministry to embark on a review of the Employment Act 1955. The Employment (Amendment) Act 2022 came into operation on March, 2022 with amendments and new provisions to the principle Act. It is important and of the benefit of the employers to comprehend fully the requirements as well as the implication of the new employment laws on the cost of wages, productivity, competitiveness and other related subjects. Join us in this training to know more.

## ....COURSE CONTENTS...

### MODULE 1: INTRODUCTION

- The Employment Act – An Overview
- Contract of Service-v-Contract for Service
- Employees under scope of the Act
- Principals and Contractors / Sub-Contractors
- Employment (Part Time Employees) Regulation 2010
- Less Favourable / More Favourable Terms

### MODULE 2: CONTRACT OF SERVICE

- Termination of Contract
- Length of Notice
- Statutory Notice Requirement
- Notice of Termination
- Termination Without Notice
- Misconduct and Termination
- Abandonment of Work
- Contract Deemed Broken by Employer / Employee

### MODULE 3: PAYMENT OF WAGES

- Definition of Wages
- Composition of Wages
- Time of Payment of Wages (Services terminated by Employee/ Employer Without Notice)
- Limitation on Advances / Loans to Employee

- Lawful Deductions / Unlawful Deductions
- Limit on Total Deduction
- Principal and Contractor Liability

### MODULE 4: EMPLOYMENT OF WOMEN

- Conditions for Employment
- Prohibition or Permission by Minister
- Maternity Protection (Section 37-44, Employment Act 1955)

### MODULE 5: AMENDMENTS TO EMPLOYMENT ACT 1955

- Enforcement date – 1 September 2022
- Amendment of section 2: Apprentices
- Amendment of section 4: An appeal to be made to the Director General
- New section 18A: “Calculation of wages for incomplete month’s work”
- Amendment of section 25: Bank to Financial Institutions
- Amendment of Part IX: “Maternity Protection” with the words “Pregnancy and Maternity”
  - Eligible period if she has been certified fit to resume work by

a registered medical practitioner.”;

- Subparagraph (d)(ii), by substituting for the word sixty” the word “ninety”

- New section 41a: Restriction on termination of pregnant female employee
- Amendment of section 57A
  - “Servant” the word “Employee”
  - “Ten thousand ringgit” the words “fifty thousand ringgit”.
- Amendment of section 60A
  - “Work” the words “and Working at night”
  - “Forty – eight” to Forty – five”
- New section 60FA: Paternity Leave
- New Part XIIC: Flexible working arrangement
- New section 69F: Discrimination in employment
- New section 81H: Notice on sexual harassment
- New section 87A: Court order for payments due to employee
- New section 90B: Forced labour
- New section 101C: Presumption as to who is an employee and employer

## ....OBJECTIVES...

Upon completion of the course, participants should be able to:

- Understand the amendments and their implication.
- Apply the various provisions correctly to avoid litigation.
- Improve employer-employee relations at the workplace.
- Resolve daily workplace challenges expediently.
- Understand the latest amendment Act 2022

## ....WHO SHOULD ATTEND...

Managers, Executive, Supervisors, Line Leaders, Newly Promoted Employees and any individual who has employee(s) reporting to them.

## ....TRAINING METHODOLOGY...

Multimedia Presentation, Interactive Lectures, Computation & Application Quiz, Group Discussion & Presentation, Case Study

### ....TRAINER....

**DR PONMALAR A/P BUDDATI SANNAGY** is a PSMB Certified Trainer and a Business Coach with over 20 years of training experience. Dr Ponmalar holds a Bachelor of Arts (Hons), (UKM), a Master's in Business Administration, UUM and a Doctorate in Business Administration, UUM. She is also a member of Malaysian Association of Training Providers (MATPRO), Certified Practitioner of Neuro-Linguistic Programming (ABNLP), Certified KPI Professional & Practitioner (KPI Institute), Certified Sujok Acupressure Therapist and PSMB Approved Mentor for SMEs (FIRE Programme). Ms Ponmalar has held prominent position in various MNCs in Malaysia as a Senior Production Executive, Training Executive, Quality Control Executive and Head of HR and Training Department

**DR PONMALAR** has conducted many courses which includes Train The Trainer, Strategic Performance Management, Strategic Thinking and Planning, Quality Control, Scenario Planning, full spectrum of HRM, Employment Act, IR, Organizational Behaviour, Transformational Leadership, Strategic Leadership, Problem Solving & Decision Making, Critical Thinking, Customer Service, Change Management, Communication, Presentation Skills, Team Building, Marketing, Purchasing & Negotiation Skills, Business English & Business Writing and other management programmes. Some of Dr Ponnmalar's notable clients for Public and In-House programmes are Boustead Petroleum Marketing, GITN, Maxcare Success, Power & Motion Control, Petronas Chemicals MTBE, God Coin Sarawak, Sri Datai Construction, Datasonic Technologies, Malaysian Diagnostics Corporation, Langkawi Cruise, Star Cruises Shipping Agency, Ibdien Electronics Malaysia, , Labuan Liberty Port Management, Idaman Pharma, KPJ Selangor Specialist Hospital, TNB Janamanjung, Jobstreet.com Shared Services, Sabah Tourism Board, KUB Malaysia and many others. She has also coached and trained employees from Asian countries such as Singapore, India, Thailand, Vietnam, Laos, Myanmar, Brunei, Maldives, Mauritius, Cambodia, Middle East (Oman) and Indonesia.

### ....COURSE DETAILS....

Date **January 15-16, 2025 (Wednesday-Thursday)**

Time **8.45am - 5.00pm**

Venue **FMM Institute Perak**

**No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak**

Medium of Instruction **English**

CPD **14 hours**

Fees ⇨ **Members RM1,134.00/pax**

⇨ **Non-Members RM1,296.00/pax**

*(Fees inclusive of Service Tax at 8%, Course Materials, Refreshment, Lunch and Certificate of Attendance)*

### ....ADMINISTRATIVE DETAILS....

#### HRD CORP CLAIMABLE COURSE DETAILS

- Training Provider: **FMM Institute Perak** ■ MyCoID : 475427W\_PERAK
- HRD Corp Programme No: **Provided upon confirmation**

#### DISCLAIMER

The FMM Institute reserves the right to change the facilitator, date and to vary / cancel the course should unavoidable circumstances arise. All efforts will be taken to inform participants of the changes.

#### REGISTRATION

- Upon **Faxing/Mailing** the completed **Registration Form** to FMM Institute, you are **deemed** to have read and **accepted** the terms and conditions. The **course** would also be **deemed** as **confirmed** unless informed otherwise.
- Will be based on First-Come-First served basis.

#### PAYMENT

- Cheques** made in favour of "FMM Institute" should be forwarded to FMM Institute Perak.
- For **HRD Corp Claimable Course**, an **Attendance of 100% is a must**, in any case, **employers will be billed in full**.
- FMM Institute SST Registration No. **W10-1901-32000105**

#### CANCELLATION

Must be in Writing with Reasons ■ 7 days before the course – No payment charged ■ 3 – 6 days before the course - 50% payment charged ■ < 3 days before the course – Full payment charged ■ Participants who did not turn-up will be charged full payment ■ Replacements can be accepted at no additional cost

**Closing Date: JANUARY 8, 2025**

~ Registration Form ~

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FMM Institute

No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak

Fax: 05-5488221

Dear Sir / Madam, please register the following participant(s) for the above programme.

1.	Name		Designation	
			HP No	
	NRIC		Email	
2.	Name		Designation	
			HP No	
	NRIC		Email	
3.	Name		Designation	
			HP No	
	NRIC		Email	

*(Please attach a separate list if space is insufficient)*

We hereby confirmed that *(Please tick (✓) in appropriate box):-*

- We **will be claiming from HRD Corp** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances
- We will **NOT BE CLAIMING from HRD Corp**. Enclosed cheque/bank draft No \_\_\_\_\_ for RM \_\_\_\_\_ being payment for \_\_\_\_\_ participant(s) made in favour of the "FMM Institute".

Submitted by:

Name:	Designation:		
Company:	Tel:	Fax:	
Address:			
Email:	FMM Membership No		

Enquiries – please contact Ms Vaani / Pn Eda / Ms Harvindar ☎ (05) 548 8660 📠 (05) 548 8221 ✉ [fmm\\_institute\\_perak@fmm.org.my](mailto:fmm_institute_perak@fmm.org.my)