



FMM PENANG SEMINAR ON HR Legal Compliance & Future Workforce Strategies 2026



JANUARY 20 & 21, 2025, 8.30 AM – 5.00 PM
AT FMM PENANG BRANCH, SEBERANG JAYA

Introduction

This two-day seminar is designed to equip employers, HR professionals, and managers with essential knowledge of the latest developments in Malaysia's employment laws and statutory regulations. Covering updates from the Employment Act 1955, Trade Union Act 1959, EPF, SOCSO, HRD Corp, and other key legislations, the seminar provides participants with practical insights on compliance, employee rights, and organizational responsibilities. With expert speakers from relevant government agencies, participants will gain a comprehensive understanding of how to effectively manage workforce issues while minimizing risks of non-compliance and penalties.

Objectives

By the end of this seminar, participants will be able to:

1. Understand the latest amendments and updates in Malaysian labour legislations and statutory requirements, including employment contracts, working arrangements, and employee benefits.
2. Apply compliance strategies to manage workplace practices such as flexible work arrangements, union recognition claims, and statutory contributions for local and non-local employees.
3. Enhance organisational readiness by adopting best practices in HR management aligned with legal requirements, reducing risks of disputes, audits, and penalties.

HRDF SBL- Khas Programme No: 10001631825
Training Provider MyCOID: 007907X_PENANG



Contact Us: Ms Rajes/Ms Suguna Tel: 04-3992057
Email: rajeswary_gunnusen@fmm.org.my / suguna@fmm.org.my

FMM PENANG SEMINAR ON HR Legal Compliance & Future Workforce Strategies 2026



**JANUARY 20 & 21, 2025, 8.30 AM – 5.00 PM
AT FMM PENANG BRANCH, SEBERANG JAYA**

Programme:

Day 1	
Time	Topics
8.30 am	Registration
9.00 am	Opening Remarks by FMM
9.05 am	Session 1 – Key Updates to the Employment Act 1955 by Ms Syerin Erna, Penang Labour Department - Summary of recent amendments and their implications for HR operations. - Key provisions affecting employee contracts, working hours, and leave entitlements.
10.30 am	Morning break
10.45 am	Session 2 – EPF Contribution to Non-Malaysian Workers by Ms Rosnah Kamaludin & Mr Mohamad Azlan, Penang EPF - Eligibility of Non-Malaysian Workers for EPF Contribution - Registration Process for Non-Malaysian Workers - Contribution Rates and Calculation
11.45	Session 3 – PERKESO Latest Key updates by Mr Mohamad Naszeem, PERKESO Penang - Registration of new employees and contribution timelines. - Key compliance areas to avoid penalties and enforcement actions. - Overview of new or enhanced schemes for employees (e.g., invalidity pension, dependents' benefit, EIS). - Medical, rehabilitation, and return-to-work (RTW) programmes. - Real-life compliance cases and lessons for employers.
1.00 pm	Networking Lunch
2.00 pm	Session 4 – Latest Amendments to the Industrial Relations Act 1967 by Mr Shamsul Azri, Penang Industrial Relations Department - Employer Awareness and Responsibilities in Union Recognition Claims - Understanding the recognition process, including procedures for multiple union claims and the secret ballot.
3.30 pm	Afternoon break
3.45 pm	Session 5 – Wage Incentives in Sustainable Performance (WISE) by Mr Shamsul Azri, Penang Industrial Relations Department - Concept and objectives of WISE in enhancing productivity and competitiveness. - Basic wage vs. variable wage components. - Linkage of wages to productivity, performance, quality, and profitability.
5.00 pm	End of Day 1

**HRDF SBL- Khas Programme No: 10001631825
Training Provider MyCOID: 007907X_PENANG**



Contact Us: Ms Rajes/Ms Suguna Tel: 04-3992057
Email: rajeswary_gunnusen@fmm.org.my / suguna@fmm.org.my

FMM PENANG SEMINAR ON HR Legal Compliance & Future Workforce Strategies 2026



**JANUARY 20 & 21, 2025, 8.30 AM – 5.00 PM
AT FMM PENANG BRANCH, SEBERANG JAYA**

Programme:

Day 2	
Time	Topics
8.30 am	Registration
9.00 am	Session 6 – Flexible Work Arrangements by Puan Nurul Rahman, Talentcorp Malaysia • Understanding the legal framework for flexible work arrangements under Malaysian labour laws. • Key considerations for implementing flexible work policies effectively.
10.30 am	Morning break
11.45 am	Session 7 -Key Provisions of the Stamp Duty Act 1949 & Compliance Insights by Mr Hazarani, Penang Inland Revenue Board (IRB) • Types of Instruments Subject to Stamp Duty • Stamp Duty Rates and Calculation • Timeframe for Stamping and Penalties • Compliance Procedures • Common Compliance Issues and Pitfalls
1.00 pm	Networking Lunch
2.00 pm	Session 8 - HRDCorp Updates on their Schemes by Ms Puteri Simaa, HRDCorp Penang, Kedah and Perlis • Latest Policy & Regulatory Updates • Current HRD Corp Schemes & Funding Options • New / Enhanced Initiatives for 2025 • How Employers Can Maximise Levy Utilisation • Common Claim Issues & How to Avoid Rejection
3.30 pm	Afternoon break
3.45 pm	Session 9 – Akademi Dalam Industri (ADI) by Ms Hanisah, Malaysia Productivity Corporation (MPC) • Brief overview of the programme and its purpose • How ADI Benefits Companies • How ADI Benefits Individuals (Talent Pool) • How Companies Can Participate
5.00 pm	End of Seminar

**HRDF SBL- Khas Programme No: 10001631825
Training Provider MyCOID: 007907X_PENANG**



Contact Us: Ms Rajes/Ms Suguna Tel: 04-3992057
Email: rajeswary_gunnusen@fmm.org.my / suguna@fmm.org.my

FMM PENANG SEMINAR ON HR Legal Compliance & Future Workforce Strategies 2026

JANUARY 20 & 21, 2025, 8.30 AM – 5.00 PM
AT FMM PENANG BRANCH, SEBERANG JAYA



SBL-KHAS SCHEME

This programme is claimable under SBL-KHAS. FMM will claim the course fee directly from the employer's account with HRDCorp. However, approval from HRDCorp is required before the commencement of programme by submission via eTris under Skim Bantuan Latihan (SBL-KHAS). **The company must make the FULL PAYMENT to FMM if no disbursement from HRDCorp (SBL-KHAS scheme) under any circumstances.**

REGISTRATION FEE (fee is inclusive of 8% Service Tax)

	Fee per pax
Member	RM1,296.00
Non-member	RM1,512.00

For Non-DRHC claimers, full payment for registration must be made before **January 13, 2026**. The fee includes a soft copy of the webinar materials and a certificate of attendance.

CLOSING DATE:
JANUARY 13, 2026

PAYMENT METHOD

- Cheque payable to:
"FEDERATION OF MALAYSIAN MANUFACTURERS"
- E-Payment: Malayan Banking Berhad
A/C No: 507-406-504-502 (Swift code: MBBEMYKL)

HRDF SBL- Khas Programme No:
10001631825

Training Provider MyCOID:
007907X_PENANG

REPLACEMENT/CANCELLATION/NO SHOW/CONFIRMATION

- Cancellation and refund are not allowed
- Replacement is allowed with no additional cost **BEFORE JANUARY 13, 2026**
- FMM reserves the right to cancel or reschedule the event. All efforts will be taken to inform participants of changes. FMM is not responsible for any costs incurred by participants in the event of cancellation or rescheduling.
- Confirmation of the event will be sent after the closing date: **JANUARY 13, 2026**

TECHNICAL INFORMATION

- Kindly email rajeswary_gunnusen@fmm.org.my / suguna@fmm.org.my if the participant did not receive any email from FMM.

For further Inquiries, kindly contact Ms Rajes/Ms Suguna the **FMM Secretariat of FMM Penang at 04-3992057 or email to rajeswary_gunnusen@fmm.org.my / suguna@fmm.org.my**

Please register the following participants for the above programme:

Please tick (/) accordingly: () Claiming for HRDCorp () Non HRDCorp Contributor

No	Name	Designation	IC Number	Email
1				
2				
3				
4				
5				
6				
7				
8				

Submitted by:

Name: _____ Designation: _____

Company: _____ FMM Membership No: _____

Tel: _____ Email: _____

Address: _____

New ROC Number: _____ TIN Number: _____ SST Number: _____