

FMM WEBINAR ON EVERYTHING ABOUT WAGES AND LEAVE

 **March 4, 2026 (Wednesday)**
 **8.30 am – 5.00 pm**

 **Zoom Online**



Introduction

- The landscape of wages and leave compliance has become increasingly complex with the ongoing enforcement of the Employment Act 1955 and new policy directions affecting HR practices nationwide. Incorrect wage calculations – especially for overtime, rest days, public holidays, unpaid leave, and resignations – continue to be a major cause of penalties and labour disputes. HR personnel are also required to ensure proper application of leave entitlements, accurate record-keeping, and adherence to statutory obligations.
- With the ongoing emphasis on fair remuneration, progressive wage practices, and strict inspections by JTK, it is essential for employers to fully understand the correct interpretation of wages and leave under the law.
- This programme will provide a clear and practical explanation of wage components, statutory calculations, and leave entitlements to ensure full compliance in 2026.

Objectives

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

- Understand the definition of wages and granting of leave
- Understand the law on calculation of wages and benefits

Speaker Profile

Mr Heng Poh Suan

HRD CORP ACCREDITED TRAINER



- Started career as a Labour Officer in Kuala Kangsar in 1975, enforcing Labour Legislations.
- Transferred to the Industrial Relations Department in 1983.
- Assistant Director of Industrial Relations from 1983 to 2001.
- Joined the Malaysian Employers Federation as an Industrial Relations Consultant in 2002.
- Joined the Federation of Malaysian Manufacturers as a Human Resource/Industrial Relations Advisor in 2005.
- Conducted training programs on employment laws, discipline & misconduct, and domestic inquiries.
- Advised on compliance with labour legislations, disciplinary issues, and collective agreements with unions.
- Left FMM in June 2021 and currently a HR/IR Consultant and trainer.

TIME	TOPICS
8.30 AM	Online Registration
9.00 AM	• Employees & payment of wages • Updated definition of wages under EA 1955, EPF Act and SOCSO Act • Latest calculations for unpaid leave, absenteeism, resignations, and terminations under the new Amendment of the EA 1955
10.30 AM	Morning Break
10.45 AM	• Ordinary Rate of Pay • Overtime, rest day, and public holiday wage calculations • Payment of wages • Deductions of wages
1.00 PM	Lunch Break
2.00 PM	• Annual leave entitlements, Unpaid Leave and Approvals • Maternity & pregnancy leave ◦ Maternity Leave Amendment to the EA (Amendment) 2022 • Paternity & compassionate leave
3.30 PM	Break
3.45 PM	• Medical leave • Hospitalisation leave ◦ Hospitalisation Leave Entitlement Amendment to the EA (Amendment) 2022 • Prolonged illness leave • Public Holiday and Substituted Holiday ◦ Section 8 and Section 9 (Ad Hoc Holiday) ◦ Holiday Company Policy/Employment Contract ◦ State/Federal Holiday • Trade union leave
5.00 PM	End of Session

FMM WEBINAR ON

EVERYTHING ABOUT WAGES AND LEAVE

MARCH 4, 2026 (WEDNESDAY) | 8.30 AM – 5.00 PM | ZOOM ONLINE

Closing Date:
February 26, 2026

SBL-KHAS SCHEME

This programme is claimable under SBL-KHAS. FMM will claim the course fee directly from the employer’s account with HRD Corp. However, approval from HRD Corp is required prior to commencement of programme by submission via eTris under Skim Bantuan Latihan (SBL-KHAS). The company has to make the FULL PAYMENT to FMM in the event that no disbursement from HRD Corp (SBL-KHAS scheme) under any circumstances

WHO SHOULD ATTEND

Human Resource Managers, Personnel Managers & Executives

REGISTRATION INFORMATION

FEE	PER PAX	8% SST	TOTAL
MEMBER	RM 650.00	RM 52.00	RM 702.00
NON MEMBER	RM 750.00	RM 60.00	RM 810.00

PAYMENT METHOD

- Cheque payable to:
“FEDERATION OF MALAYSIAN MANUFACTURING”
- E-Payment: Malayan Banking Berhad
A/C No: 5121-0160-3721 (Swift code: MBBEMYKL)

REPLACEMENT/CANCELLATION/NO SHOW

- Cancellation and refund are not allowed after February 26, 2026
- Cancellation must be in writing with reasons.
- Replacement is allowed with no additional cost.
- No replacement is allowed after March 2, 2026
- For SBL-Khas Scheme, grant approval must be forwarded to FMM at least 3 days before the webinar date.
- 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 a reschedule.
- Participants who do not attend the webinar are liable for the full fee.

HRDCORP SBL-KHAS PROGRAM NO:
10001632266
TRAINING PROVIDER MYCOID: **007907X_SELKL**

TECHNICAL INFORMATION

- Within 2 – 3 working days after registration, a confirmation email will be sent to participants.
- Details of the webinar will be emailed to participants 48 hours before the commencement of the session.
- Kindly email fmmselangor@fmm.org.my if the participant did not receive any email from FMM.
- Participants may join the session 15 minutes before the starting time.
- Please ensure the participant has access to a laptop or computer with a working webcam and microphone as well as a strong internet connection.
- The participant must attend the webinar for at least 75% of the time.

Registration Form

To: FMM Selangor & Kuala Lumpur – Ms Nadhira or Pn Norhayati (fmmselangor@fmm.org.my / 03- 55692950)

Please tick (✓) accordingly

☐ Claiming for HRD Corp-SBL-KHAS

☐ Non HRD Corp Contributor

1) NAME : _____

DESIGNATION : _____

EMAIL : _____

PHONE : _____

NRIC : _____

2) NAME : _____

DESIGNATION : _____

EMAIL : _____

PHONE : _____

NRIC : _____

Submitted by:

NAME : _____

DESIGNATION : _____

COMPANY : _____

FMM MEMBERSHIP NO : _____

TEL : _____

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ADDRESS : _____

TIN NO : _____