



## Employment and Labor Law Course

29 Dec 2024 - 02 Jan 2025  
Kuala Lumpur (Malaysia)



# Employment and Labor Law Course

**Ref.:** 15531\_313643 **Date:** 29 Dec 2024 - 02 Jan 2025 **Location:** Kuala Lumpur (Malaysia)  
**Fees:** 3900 Euro

## Introduction:

One of the most important needs of the business world is the provision of specialized personnel in the field of business and Social Security. Although the demand for specialized personnel to meet the needs of enterprises in issues such as labor law, Social Security, taxation of wages and compensation, Occupational Health and safety, and payroll is high, there are few trained personnel in this field. This program aims to train a well-equipped 'Occupational and Social Security expert' who implements the applications in a way that is accurate and continuous and has both practical and technical knowledge and infrastructure.

Learn how to implement and apply legally defensible best practices in your organization. This two-day, interactive, case-study-centered seminar helps you gain confidence and expertise in dealing with complex employment law and employee relations issues. You'll gain a comprehensive overview of employee discrimination/EEO, and the Family and Medical Leave Act.

## Targeted Groups:

- Government officials including labor inspectors and dispute resolution practitioners.
- Representatives of workers' and employers' organizations.
- Judges and lawyers.
- Parliamentarians.
- Human rights practitioners.
- Staff of multinational enterprises.
- Staff from international and development organizations.
- Civil society organizations.
- Senior Managers.
- Human Resources Professionals.
- Personnel Managers, Personnel Specialists.
- Lawyers, Trade Unionists.

## Course Objectives:

- Learn how to implement and apply legally defensible best practices in your organization.
- The course-centered seminar helps you gain confidence and expertise in dealing with complex employment law and employee relations issues.
- Employment Rights.
- Hiring and Firing Practices.
- You'll gain a comprehensive overview of employee discrimination/EEO, the Family and Medical Leave Act, Workplace Safety, Employee Benefits.
- Unions and Collective Bargaining.
- Legal Compliance.

## Targeted Competencies:

- Human Resources Managers.
- Accounting Professionals.
- Financial auditors, YMM auditors.
- Private and Public Sector auditors,
- Social Security Consultants.
- Freelance Accountant.
- Financial Advisors.
- Chartered Accountants.
- Financial Experts.

## Course Content:

### Unit 1: LABOR LAW:

- Basic Concepts.
- Employment contract and types.
- Job transfer and results.
- Temporary Employment Relations and Private Employment Offices.
- Termination of employment contract and its consequences.
- Fee.
- Arrangement Of Work.
- Notice periods and compensation.
- Conditions For Entitlement to Severance Pay.
- Severance Account.
- Workplace inspection and administrative fines.

### Unit 2: TRADE UNIONS AND COLLECTIVE BARGAINING LAW:

- Establishment Of Trade Unions, Business Lines Membership And Separation Principles.
- Collective Bargaining Authority.
- Collective Bargaining Agreement Signing.
- Dispute.
- Arbitration.
- Strike and lockout.

### Unit 3: FOREIGN WORK PERMITS:

- Who is the foreign work permit for?
- Permission Procedure.
- Sanction Of Unauthorized Foreign Employment.

## **Unit 4: SOCIAL SECURITY:**

- Definitions Of Workplace, Employer, Employer Representative, Sub-Employer And Notification Of Workplace To The Institution , Those Who Are Considered Insured, Those Who Are Considered Partial Insured, Those Who Are Not Considered Insured.
- Notification Of Insured Persons To The Institution.
- Premium Based Earnings Concept.
- Premium Rates.
- Disability, Old Age And Death Insurance Premiums.
- Short-Term Insurance Arms.
- General Health Insurance.
- Unemployment Insurance.
- Social Security Support Premium Retired.
- Payroll Applications.
- Requirements To Qualify For The Old Age Pension Social Insurance Institution.
- Requirements To Qualify For The Old Age Pension Social Security Organization For Artisans And The Self-Employed.
- Age-Related Pension Eligibility Requirements Social Insurance Institution.
- Age-Related Pension Eligibility Requirements Social Security Organization For Artisans And The Self-Employed.
- Conditions For Entitlement To Pensions In Case Of Disability Social Insurance Institution.
- Conditions For Entitlement To Pensions In Case Of Disability Social Security Organization For Artisans And The Self-Employed.

## **Unit 5: What Are The Common Labor Law Training Mistakes?**

- Not Knowing Or Keeping Updated On Labor Laws.
- Using Generic Or Outdated Content.
- Lack Of Customization.
- Inadequate Coverage.
- Failure To Address Real-Life Scenarios.
- Passive Learning Approach.
- Insufficient Follow-Up.
- Ignoring Employee Feedback.
- Overlooking Supervisor Training.
- Treating Training As A One-Time Event.



**Registration form on the :  
Employment and Labor Law Course**

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Complete & Mail or fax to Mercury Training Center at the address given below

**Delegate Information**

Full Name (Mr / Ms / Dr / Eng):  
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Position:  
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Telephone / Mobile:  
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Personal E-Mail:  
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Official E-Mail:  
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**Company Information**

Company Name:  
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Address:  
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**Person Responsible for Training and Development**

Full Name (Mr / Ms / Dr / Eng):  
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