



# **MALAYSIA HR FORUM PROGRAMMES & SERVICES**

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# PUBLIC TRAINING PROGRAMMES JANUARY 2026 - SEPTEMBER 2026

## PHYSICAL CLASS

| TOPIC                                                                                             | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP |
|---------------------------------------------------------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Accounting for Non-Accountants                                                                    |     |     |     |     |     |     | ●   |     |     |
| Advanced HR Reporting for Decision Making Using Excel                                             |     |     |     | ●   |     |     |     |     | ●   |
| AI-Powered Talent Search and Sourcing Tools                                                       |     |     |     |     | ●   |     |     |     | ●   |
| Behavioural & Competency Based Interview Skills                                                   | ●   |     |     | ●   |     |     |     | ●   |     |
| Certified Data Protection Officer (DPO)                                                           |     | ●   |     | ●   |     | ●   |     |     |     |
| Coaching & Mentoring Skills for Peak Performance                                                  |     |     | ●   |     |     |     |     |     | ●   |
| Conducting Effective Training Needs Analysis (TNA), Training Implementation & Training Evaluation |     | ●   |     | ●   |     |     | ●   |     |     |
| Corporate ESG & Sustainability Awareness                                                          |     |     |     |     | ●   |     |     | ●   |     |
| Corporate Tax Filings & E-Invoicing Mastery: Achieving Compliance and Operational Efficiency      |     |     |     | ●   |     |     | ●   |     |     |
| Critical Thinking and Problem Solving Skills for Work Performance                                 |     | ●   |     |     |     |     |     | ●   |     |
| Data Visualization with PowerBi                                                                   | ●   |     |     |     | ●   |     |     |     |     |
| Design an Effective Grading & Salary Structure                                                    | ●   |     |     |     |     |     |     | ●   |     |
| Designing & Implementing Competency Matrix                                                        |     |     | ●   |     |     |     |     |     | ●   |
| Digital Transformation for SMEs                                                                   |     |     |     | ●   |     | ●   |     |     |     |
| Domestic Inquiry: The Complete Guide (Investigation, Prosecution, Procedure)                      |     | ●   |     |     | ●   |     |     | ●   |     |
| Drafting HR Policies and Employee Handbook                                                        |     | ●   |     |     |     | ●   |     |     | ●   |
| EA Preparatory & E-Filing Submission                                                              |     |     |     |     |     |     |     | ●   |     |
| Effective Communication at Workplace & Presentation Skills                                        |     | ●   |     |     |     | ●   |     |     |     |
| Employee Engagement -Creating an Engaging Culture                                                 |     |     | ●   |     |     | ●   |     |     |     |
| Employment Law & Industrial Relations Masterclass                                                 | ●   |     |     |     |     |     |     |     |     |
| EQ Skills for Conflict Resolution: From Confrontation to Collaboration                            |     |     | ●   |     |     |     |     |     |     |
| Essential Managerial Skills for New Aspiring Managers                                             | ●   |     |     | ●   |     |     | ●   |     |     |
| Finance for Non-Finance Professionals                                                             |     |     |     |     | ●   |     |     |     |     |
| Financial Analytics for Strategic Budgeting, Planning & Costing                                   |     | ●   |     |     |     |     |     | ●   |     |
| Foreign Workers Management – Compliance & Strategies (The Malaysian Context)                      | ●   |     |     |     |     |     | ●   |     |     |
| From Busy to Effective: Time Management Strategies for High-Performance Teams                     | ●   |     |     |     | ●   |     | ●   |     |     |
| Fundamentals of C&B – Mastering Job Evaluation                                                    |     | ●   |     |     |     | ●   |     |     |     |
| Fundamentals of Digital Marketing                                                                 |     | ●   |     |     |     | ●   |     |     |     |
| HR Analytics – Data Driven Improvement & Decision Making                                          |     | ●   |     |     |     |     |     |     |     |
| HR Business Partner: Transitioning from Transactional to Strategic Focus                          |     | ●   |     |     |     |     |     |     |     |



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|----------------------------------------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| HR for Beginners                                                                 |     |     |     | ●   |     |     |     | ●   |     |
| HR for Non-HR Managers                                                           |     |     |     |     | ●   |     |     |     | ●   |
| Implementing Total Reward Strategies                                             |     |     | ●   |     |     |     |     | ●   |     |
| Industrial Relations Act 1967 with the Industrial Relations (Amendment) Act 2020 | ●   |     |     |     |     | ●   |     |     |     |
| Inspirational Leadership: Leading with EQ                                        |     |     |     | ●   |     |     |     | ●   |     |
| Kemahiran Penyeliaan untuk "Supervisors" & "Team Leaders" – BM                   |     | ●   |     |     |     |     | ●   |     |     |
| Leading Across Generations: Building a Cohesive, High-Performing Team            |     |     | ●   |     |     |     | ●   |     |     |
| Managing Conciliation at IR Department + Preparation for Industrial Court Case   | ●   |     |     |     | ●   |     |     |     |     |
| Managing Emotional Intelligence at the Workplace                                 |     |     |     |     |     |     |     | ●   |     |
| Managing Probationers and Performance Improvement Plan (PIP)                     |     | ●   |     | ●   | ●   |     |     |     |     |
| Marketing Made Simple                                                            | ●   |     |     |     |     |     | ●   |     |     |
| Master the Power of Negotiation                                                  | ●   |     |     |     |     |     |     |     |     |
| Mastering Payroll Administration                                                 |     | ●   |     |     | ●   |     | ●   |     | ●   |
| Mastering Project Management: From Fundamentals to Agile Practices               |     |     |     |     |     | ●   |     |     |     |
| MS Excel Essentials for Professionals – Intermediate                             |     |     |     |     | ●   |     |     |     | ●   |
| MS Excel Essentials for Professionals – Advanced                                 |     | ●   |     |     |     | ●   |     |     |     |
| OSH Coordinator Course                                                           | ●   |     |     |     | ●   |     |     |     |     |
| Payroll & Tax Computation                                                        | ●   |     | ●   | ●   |     | ●   |     | ●   |     |
| People Management Skills: Managing Various Personalities with DISC               |     |     |     |     |     | ●   |     |     |     |
| Performance Management & KPI Setting                                             | ●   |     |     |     |     | ●   |     |     |     |
| Prevention and Elimination of Forced Labour & Introduction to RBA (Version 8.0)  |     |     |     |     |     |     |     | ●   |     |
| Recruitment Professional Workshop                                                | ●   |     |     |     |     | ●   |     |     |     |
| Speak and Write Your Way for Business Communication                              |     | ●   |     |     |     | ●   |     |     |     |
| Steering Effective Organisational Development (OD)                               |     |     | ●   |     |     |     | ●   |     |     |
| Strategic Human Resource Management                                              |     |     | ●   |     |     | ●   |     |     | ●   |
| Talent Management for Talent Retention                                           | ●   |     |     |     |     | ●   |     |     |     |
| Tardiness and Absenteeism: Managing Employee Attendance                          |     |     |     |     |     |     | ●   |     |     |
| Tatacara Menangani Masalah Disiplin di Tempat Kerja                              |     |     |     |     |     |     |     | ●   |     |
| Termination of Employment & Dismissal – How to Do it RIGHT?                      | ●   |     |     |     | ●   |     | ●   |     |     |
| Transformative Leadership: Driving Innovation & Engagement in Teams              |     |     |     |     |     |     |     |     |     |



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