

"IF COMPLIANCE IS EXPENSIVE, TRY NON-COMPLIANCE"

EMPLOYMENT LAW & INDUSTRIAL RELATIONS *Masterclass*

The Masterclass is ONE of the modules of these

CERTIFICATION PROGRAMMES



- Certified Strategic Human Resource Manager (CSHRM)
- Certified Human Resource Business Partner (CHRBP)
- Certified Industrial Relations Professional (CIRP)

GET THESE FOR FREE

- FREE +100 sample policies, forms, letters, templates
- FREE EDITABLE Employee Handbook
- FREE Domestic Inquiry Guidebook
- FREE Copy of the Employment Act 1955 & Selected Legislation (As at 1 Jan 2025)
- FREE Online support group (3 months)

Physical Session

12 - 13 January 2027

Senai, Johor

RM 3,400
per pax

Mr. Arulkumar
Singaraveloo



SAVE THAT MONEY!!!

- Learn how to **SAVE** more significant money and **BRING IN PROFIT** as **HR**
- Learn how to **AVOID PENNY-WISE POUND-FOOLISH** actions and decisions.
- **IDENTIFY** how to **TAKE CALCULATED RISK** as **HR** and **AVOID COSTLY SAVING**

BE A BETTER HR PRACTITIONER

- Start **TRANSITIONING** yourself into an HR Strategic Partner or an HR Business Partner with the various methodologies shared
- Turn the impossibilities in HR into possibilities by adapting the **MINDSET SHIFT** you will go through

KEEP YOUR PRACTICE CLEAN!

- **UNDERSTAND** why you are busy and why HR runs in circles
- Learn how to **REDUCE** your day-to-day transactional **WORKLOAD** by up to 40%

DISCOVER...

- **TOOLS** that you can implement that can make you successful and make your HR team/department successful
- ...The AHA! moments you have never experienced and realise it can be done
- **ATTAIN** the tips and strategies to **GROW** your HR career

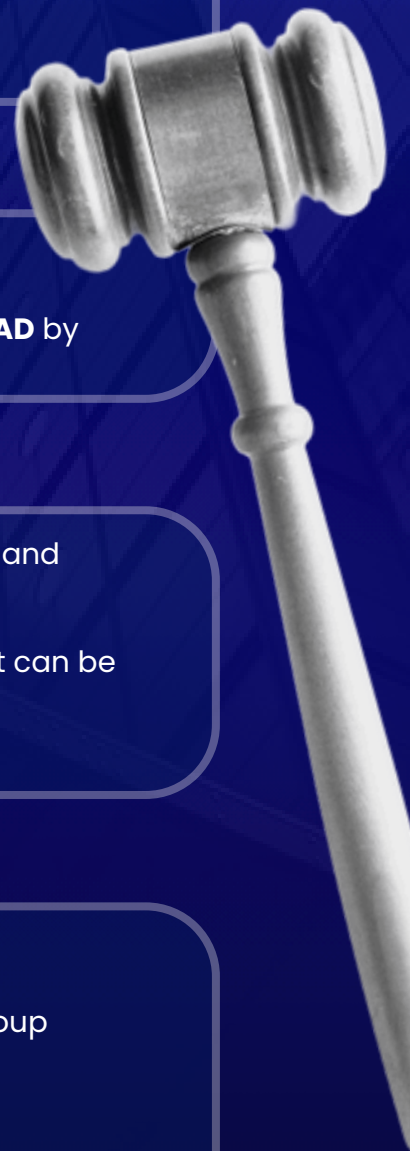
WHAT ELSE?

Post-Training Support Group (WhatsApp)

- Active engagement
- Shared materials by Mr Arulkumar unlike any other support group

e-Cert after training completion

Over 100 sample templates (policies, forms, letters, guidebooks - softcopies)



MODULE OVERVIEW

People issues are inevitable. Handling them incorrectly doesn't have to be.

Every day, HR professionals and managers navigate employee misconduct, poor performance, grievances, resignations, domestic inquiries, and changing employment regulations. Each decision carries legal, operational, and business implications.

The Employment Law & Industrial Relations Masterclass equips participants with the practical knowledge, legal understanding, and proven approaches to manage workplace issues confidently, minimise organisational risk, and make sound employment decisions that stand up in practice. ers. Interpreting the EA 1955 has never been so clear.

LEARNING OBJECTIVES

- Interpret Malaysia's employment laws confidently and apply them effectively in the workplace.
- Make sound, legally compliant decisions when managing employee and disciplinary matters.
- Recognise and address the root causes of workplace issues before they escalate.
- Apply fair and effective disciplinary practices that minimise organisational risk.
- Resolve employee matters promptly using practical, legally defensible approaches.
- Build a disciplined, productive, and high-performing workforce.



TARGETED PARTICIPANTS

- HR professionals, people managers or line managers (anyone managing others in their workplace – managers, supervisors, section managers & department heads).
- Anyone handling disciplinary matters, or developing procedures and formulating strategies to handle disciplinary matters and employment regulations for the organisation

METHOD OF TRAINING

- **Interactive Learning** – Real workplace scenarios, practical examples, and facilitated discussions.
- **Case Study Discussions** – Explore common HR and people management challenges through actual workplace cases.
- **Actual Industrial Court Cases** – Learn from real decisions to strengthen legal understanding and practical judgement.

LEARNING OUTCOMES

Upon completion of the programme, participants will be able to:

- Understand various employment laws and expectations of a manager from a legal perspective.
- Develop effective skills in both preventive and corrective approaches towards disciplinary and employment matters.
- Act as an effective partner to Human Resources in managing people.
- Strengthen team discipline and morale to achieve departmental and organisational goals.
- Reduce and eliminate labour disputes by managing disciplinary and employment issues according to labour regulations.

COURSE MODULE

The Masterclass covers the following:

DAY 1

- Introduction to Malaysian Employment Laws
- How employment laws come into being
- Industrial Relations Act 1967 – Key Provisions
- Minimum Wages, Definition of Wages
- Employment Classifications
- Core Provisions
- Employment Act 1955 Amendments
- Sexual Harassment & Workplace Protections
- Flexible Work Arrangement (FWA)
- Public Holiday FAQ
- Employment of Children, Young Persons & Women

DAY 2

- Pre-requisites to effective people management
- Recruitment Strategies
- Probation Management
- Managing discipline and disciplinary procedures
- Managing performance issues
- **Breakthrough HR Strategies (Masterclass special)**
- Grievance management
- Managing employees with medical conditions
- Termination and dismissal
- Practical Applications & Compliance Strategies

*Time/topics may be changed based on the flow of the ongoing session

ARULKUMAR SINGARAVELOO

*Co-Founder, CEO
Malaysia HR Forum*

Over 22 years of progressive HR leadership in various industries including semiconductors, nitrile glove manufacturing, oil & gas, education & training, and transportation technology. Proven ability to align HR strategy with business goals and deliver exceptional results. Previously, Mr Arul has taken on roles as HR General Manager at Hartalega Holdings Berhad and Human Resources Director (Business Consulting Services) at Infineon.

Arul's extensive experience and strategic mindset make him a valuable asset for any organisation seeking to optimise its HR function and drive business success. A Business HR Leader who is well-acquainted to achieving business goals by ensuring all HR deliverables are aligned and delivered. Arul is familiar with business operations including regulatory works of general business operations in Malaysia. In HR, he has deep experience in business partnering, recruitment, training and development and employee relations (IR/ER), talent management, and performance management with good exposure in compensation & benefits Management. Also, an expert in setting up a HR team from grounds up.

KEY SKILLS & EXPERTISE:

- Offers solutions to comply with Malaysian regulations, emphasising how the action affects overall HR practices.
- Versatile/Multifaceted: Experienced in major aspects of HR; from hiring the best talent to managing employee relations, and promoting high-performing HR teams.
- Streamlines HR processes to boost productivity.
- Problem Solver: Delivers practical solutions to complex HR and IR challenges through active engagement and inquiry-based learning atmosphere.
- Strategic Builder: Implements winning strategies to make your HR team a powerful asset to your business.

Employment Law & Industrial
Relations Masterclass

TRAINER'S PROFILE



Masters of Business Administration,
Strathclyde.

Co-founder of the Social Compliance
Malaysia Chapter

Arul says he is “Someone who loves challenging
work and ardent problem solver.”