

**FMM INSTITUTE**

(C10626805080/ 199901000527/ 475427-W)

*Centre for Professional Development*

# FMM Certificate in Malaysian Employment Law

This programme provides an understanding of salient provisions of the Employment Act 1955 and amendments, Employees Provident Fund, Act 1991, Workmen's Compensation Act 1952, Children and Young Persons (Employment) Act 1966, and Employees Social Security Act, 1969 and some related legislations under the purview of the HR for application at workplace.

## ✓ OBJECTIVES

- Be equipped with knowledge on the regulatory provisions of the Malaysia Employment Act and related employment legislations
- Understand the regulatory requirements on EPF & SOCSO and comply with the responsibility as employer and employee
- Practise adherence and compliance to employment of children and young persons
- Gain understand of common employment practices at workplace



## ✓ WHO SHOULD ATTEND

This programme is specially designed for Human Resource personnel who want to acquire an in-depth knowledge and applications of Industrial Relations Management in an organization



## ✓ Award of Certification

- Upon successful completion of the course and its coursework, participants will be awarded the Certificate of Achievement.
- Participants who have attended at least 75% of the programme will be awarded a Certificate of Attendance.

## ADMINISTRATIVE DETAILS

Date	:	<b>February 5-6 &amp; 12-13, 2026</b>
Time	:	<b>4 Days (9:00 am - 5:00 pm)</b>
Venue	:	<b>FMM Institute, Johor Branch No. 1 &amp; 3, Jalan Kencana Mas 1/1, Tebrau Business Park III, 81100 Johor Bahru, JOHOR</b>
Fees	:	<b>RM 3,348.00 (FMM Member) RM 3,672.00 (Non member)</b> <small>The fee inclusive Service Tax at 8% (SST No: W10-1901-32000105)</small>
Closing Date	:	<b>January 26, 2026 (Monday)</b>
Training Provider	:	<b>FMM Institute Johor MYC0ID: 475427W_JOHOR</b>

Please fax or mail the registration form to: **astri@fmm.org.my**

**(Pn. Astri) / nur\_ain@fmm.org.my (Pn Ain)**

**Tel : 07 - 357 7613 Fax : 07 - 357 7618**



# FMM Certificate in Malaysian Employment Law

## ✓ COURSE OUTLINE

### **Module 1.1: Introduction to Malaysian Employment Law**

### **Module 1.2: The Essential Aspect of The Employment Act 1955**

- Governs basic employment terms (wages, hours, leave, termination)
- Provides minimum statutory benefits and protections

### **Module 1.3: The Essential Aspect of The Industrial Relations Act 1967**

- Regulates employer–employee–union relations
- Provides dispute resolution mechanisms
- Addresses unfair dismissal claims

### **Module 2.1: The Essential Aspect of The Children and Young Persons (Employment) (Amendment) Act 2010**

- Regulates employment of children and young persons
- Protects welfare and education
- Prohibits hazardous work

### **Module 2.2: The Minimum Retirement Age Act, 2012**

- Sets the minimum retirement age and prohibits retirement below the minimum age 60
- Allows certain exemptions
- Protects against premature retirement

### **Module 3.1: Part -Time Employee Regulations, 2010**

- Sets terms and provides pro-rata benefits for part-time work
- Required written contracts of service.

### **Module 3.2: Minimum Wages Order**

- Sets nationwide minimum wage rates
- Reviewed and updated by government periodically

### **Module 4.1: The Essential Aspects of The Employees Provident Fund Act 1991**

- Mandatory employer and employee contributions
- Retirement savings and limited withdrawal options

### **Module 4.2: The Essential Aspects of The Employees Social Security Act 1969**

- SOCSO protection for injuries & illness

## Course Structure

**Contact hours : 28 hours**

**Assessment : Assignment**

## Entry Requirements

- Minimum MCE/SPM/SPVM education level
- Minimum 3 years working experience



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# FMM CERTIFICATE IN MALAYSIAN EMPLOYMENT LAW

**FEBRUARY 5-6 & 12-13, 2026 | VENUE : FMM JOHOR BRANCH**

FMM Institute(475427-W)

**Pn. Astri / Ms Sabrina / Pn Ain**

Email : **astri@fmm.org.my/ sabrina@fmm.org.my/**

**nur\_ain@fmm.org.my**

Tel: **07-357 7613** Fax: **07-357 7618**

Please tick ✓ accordingly:

Fees:

- ☐ **FMM Member/ Self-Sponsor: RM 3,348.00/pax**  
(inclusive of 8% Service Tax (SST No: W10-1901-32000105))
- ☐ **Non Member: RM 3,672.00/pax**  
(inclusive of 8% Service Tax (SST No: W10-1901-32000105))

Dear Madam,

Please register the following participant (s) for the above programme:

(To be completed in BLOCK LETTERS)

1.Name:

IC No:

Nationality:

Designation:

Email:

Mobile No.:

2.Name:

IC No:

Nationality:

Designation:

Email:

Mobile No.:

(if space is insufficient, please attach a separate list)

## Disclaimer

Registration is on a first-come first-served basis. All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the training. Cancellation received 7 – 14 working days before the start of the training is subject to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the training is subject to a cancellation fee of 100% of the course fees. If the participant **fails to attend** the physical class **less than 75% attendance, the entire class charge must be paid**. However, replacement can be accepted at no additional cost. The FMM Institute reserves the right to change the speaker, reschedule or cancel the class and all efforts will be taken to inform participants of the changes.

**We hereby confirmed that (please tick ✓ accordingly):**

☐ We will be claiming under **SBL-KHAS Scheme** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances.

☐ **I (self-sponsor) / We \*** will **NOT BE CLAIMING under SBL-Khas Scheme**. Payment will be made to the account payee **FMM Institute** by cheque or bank transfer to **Maybank Account No. 501280056601**.

**Tin No. : C10626805080**

**ROC (New) No. : 199901000527**

**SST No. : W10-1901-32000105**

Submitted by:

**Name:**

**Email:**

**Designation:**

**Tel No:**

**Moblle No:**

**Company:**

**Address:**

**Tin No. :  
(Company Tax Number)**

**Registration Company  
No. (New)**

**SST No  
(If Applicable):**

**Company Stamp & Signature:**

**Date:**