

Termination of Employment

4 March 2026, Online via Microsoft Teams

OVERVIEW

To equip participants with the knowledge to identify legal grounds for contract termination, ensure compliance with statutory requirements, apply proper procedures to minimize risks and disputes, maintain fairness through effective documentation, and adopt best practices for managing employee relations during termination.

WHO SHOULD ATTEND

Managers and Supervisors, HR Professionals, Team Leaders, Executives, New Managers and Head of Departments.

COURSE CONTENT

8.00 am	Registration
8.30 am	<ul style="list-style-type: none">• Introduction to Termination on Types of Termination: Dismissal for Misconduct / Retrenchment / Retirement / Constructive Dismissal / Poor Performance / Frustration of Contract / Resignation / VSS / MSS / Medical Board Out / Non-Confirmation
10.00 am	Morning Break
10.15 am	<ul style="list-style-type: none">• Brief Strategy on Achieving Desired Head Count Through VSS, MSS and Retrenchment• Drafting VSS Agreement / Legal Requirement / Compliance with Labor Regulations / Filing Borang PK / Case Law• Mutual Separation Scheme (MSS) / Guidelines / Drafting MSS Agreement / Common Pit Falls / Filing Borang PK / Case Law
12.00 pm	Lunch Break
12.30 pm	<ul style="list-style-type: none">• Foreigners / Exceptions, departure from common rule and best fit criteria• Filing of Borang PK / Case Law
2.00 pm	Afternoon Break
2.15 pm	<ul style="list-style-type: none">• Group Activity
4.00 pm	End of the Session

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TRAINER'S PROFILE



EN MUHAMMAD
ZULFADLEE THYE BIN
ABDULLAH

MEF Consultant - Legal
& Industrial Relations

En Muhammad Zulfadlee Thye Bin Abdullah, widely known as Zul Thye, is an Industrial Relations (IR) Consultant currently with the Malaysian Employers Federation (MEF), based in the Melaka Branch. With over 24 years of dedicated experience in union movements and industrial relations across Malaysia, Mr. Zul Thye brings a wealth of knowledge and practical expertise to his role, focusing on employer-employee relations, labour law compliance, and dispute resolution. In Malaysian Employers Federation (MEF) - Melaka Branch, Mr. Zul Thye provides advisory services, represents employers in IR cases, and leads training programs to improve workplace harmony and compliance with national labour laws.

In his previous role at the Social Protection Contributors Advisory Association Malaysia (SPCAAM) as the Communications and IR Coordinator, he managed key communication initiatives and coordinated industrial relations activities, fostering improved social protection for all the employees and business communities. Whereas at the Malaysian Trades Union Congress (MTUC) Mr. Zul Thye as the Industrial Relations Officer, played a pivotal role in advocating for workers' rights, managing cases at the Department of Labour, Department of Industrial Relations, and Labour Court. His contributions included mediation, case preparation, and representation, significantly impacting worker protections in Malaysia.

REGISTRATION

Link : <https://forms.office.com/r/2sxDWWhPQM>



COURSE FEE

- MEF Members : RM700.00 (inclusive of 8% SST)
- Non-Members : RM900.00 (inclusive of 8% SST)

PAYMENT

- HRD Corp Claimable Course scheme; or
- Payable to: Malaysian Employers Federation ; Account No: 105280002422 – Affin Islamic Bank Berhad

Any matters related to invoices may be emailed to yeokhoon@mef.org.my.

A copy of the transfer slip and invoice number should be emailed to accounts@mef.org.my.

Any cancellation of attendance must be communicated via email to nur.anis@mef.org.my at least 3 working days prior to the event of MEF reserves the right to charge the full fees for “NO SHOW”.