

Leave Entitlements in Sabah 2025: What's New, What's Required

4 February 2026, MEF Sabah's Office

TRAINING OVERVIEW

This half-day HRDC-claimable training is designed to provide participants with a practical and legal understanding of leave entitlements under the Labour ordinance of Sabah (Cap. 67), incorporating all amendments introduced in the 2025 Labour Ordinance (Amendment) Act A1753.

Participants will explore the scope of rest days, holidays, and paid leave benefits including maternity and paternity leave, annual leave, sick leave, in alignment with current legal obligations for employers in Sabah. Emphasis will be placed on compliance requirements, policy structuring, and best HR practices in leave administration.

OBJECTIVES

This course is specially designed to:

- Understand the legal framework for leave entitlements under the Sabah Labour Ordinance.
- Identify and understand different types of statutory leave including rest days, public holidays, annual leave, sick leave, maternity and paternity leave and others.
- Recognise employer obligations in granting and compensating statutory leaves to ensure compliance with the labour laws
- Apply best practices in managing leave administration to avoid non-compliance, disputes and penalties. To support HR, IR and management to ensure policies, practices, and contracts are updated and aligned with current legal requirements.

METHODOLOGY

Face-to-face lectures and interactive discussions

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TRAINER'S PROFILE



**MR CYRILL CLADE
AGUS**

**MEF Consultant - Legal
& Industrial Relations
(Sabah Office)**

Cyrill Clade Agus is currently a Legal & Industrial Relations Consultant at the Malaysian Employers Federation (MEF), Sabah Branch. He is currently a certified TTT Trainer. With a background that spans litigation, corporate advisory, policy drafting, and ISO audit, Cyril brings a well-rounded and practical approach to helping employers manage workplace challenges.

He was admitted as an Advocate and Solicitor of the High Court of Malaya in 2017 and holds a Bachelor of Legal Studies (Hons.) and Bachelor of Laws (Hons.) from Universiti Teknologi MARA (UiTM). He began his legal career in Kuala Lumpur, gaining experience in both civil and criminal litigation, before transitioning to the corporate sector, where he handled employment advisory, contract reviews, compliance matters, and internal audits aligned with ISO standards.

COURSE OUTLINE

8.30 am	Welcome & Registration
9.00 am	Maternity Leave <ul style="list-style-type: none">• Overview of the updated maternity leave provisions under the Sabah Labour Ordinance (Amendment) Act 2025, including the 98-day entitlement.
	Paternity Leave <ul style="list-style-type: none">• Introduction of the newly inserted 7-day paid paternity leave and conditions for eligibility under the amended Ordinance.
	Sick Leave <ul style="list-style-type: none">• Examination of statutory sick leave provisions, hospitalisation entitlement, medical certificate requirements, and restrictions on abuse.
	Annual Leave <ul style="list-style-type: none">• Legal entitlements based on length of service, carry-forward policies, forfeiture rules, and leave encashment (if applicable).
	Public Holidays & Rest Days <ul style="list-style-type: none">• Clarifies statutory paid holidays and how they interact with rest days; explores pay implications for work on holidays/rest days.
	Other Leave Provisions <ul style="list-style-type: none">• Brief touchpoints on other leave provisions (unpaid leave, emergency leave, bereavement leave, etc.) where applicable under Sabah practices.
12.30 pm	Q&A Session & Closing
1.00 pm	End of session (Lunch Provided)

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REGISTRATION

Link : <https://forms.office.com/r/atbXE28pyq>



COURSE FEE

- MEF Members : RM500.00 (inclusive of 8% SST)
- Non-Members : RM600.00 (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 mardiah@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”.