



HANDLING POOR PERFORMANCE EMPLOYEES - STRATEGIES TO PREVENT COSTLY CONSEQUENCES

17 NOV 2025 | 9.00AM - 5.00PM |
MEFA TRAINING CENTER, PJ

Course Overview

In order to effectively address poor or underperforming employees, a company must have a comprehensive Performance Improvement Plan (PIP) in place. Without a PIP in place, any purported action taken on the employees would simply be a sham and, naturally, will not be effective. PIP involves documenting problems and communicating those problems to employees. The effectiveness of a PIP relies heavily on documentation, which could deter frivolous lawsuits and complaints by employees against the company. Recent Court decisions show that non-compliance to the right approach of dealing with non-performer have resulted in costly financial consequences to employers.

Who Should Attend

- All department leaders
- Technician and engineers
- Senior managers
- Line manager / supervisors

Learning Outcomes

- The course introduces a framework for managing three categories of employees: A (top performers), B (solid contributors), and C (underperformers, also called driftwood or laggards).
- The course focuses on equipping participants with both the principles and practical implementation of PIP in the workplace based on the guidelines prescribed by Court decisions

Course Registration :



<https://forms.office.com/r/dgkHFVS5Pa>

RM1,200*

(Price Inclusive of 8% SST)
HRDC Claimable*

Course Structure

Time	Agenda
9am - 10:30am	MODULE 1 : UNDERPERFORMERS & PIP PRINCIPLES - Who are the Non Performers? - Evaluation of Performance Data. - Behavioural Approach in dealing with Poor Performers. - Managing, Teaching, Coaching, Counselling & Mentoring.
10.30am - 10:45am	Break
10:45am - 1.00pm	MODULE 2 :: PRACTICAL APPROACH & BEST PRACTICES - Case Law Discussion based on Recent Decisions - Developing a Performance Improvement Plan Using a Template - Formulating a Performance Improvement Plan (PIP) Agreement
1.00pm - 2.00pm	Lunch Break
2.00pm - 3.30pm	Adhering to a Performance Improvement Plan through Due Diligence
3:30 pm – 3:45 pm	Break
3.45 pm - 5:00 pm	Managing Underperforming Employees According to Seniority

Trainer Profile



DATO' HJ JALALDIN HUSSAIN

Dato' Hj Jalaldin Bin Hussain, Senior Principal Consultant of Industrial Relations at MEF since June 2021, began his legal career after graduating from University Malaya (1978–82). He served as DPP, Senior Assistant Registrar, and later held key posts including Kelantan Legal Advisor, ILKAP Director-General, Deputy Head at the AG's Chambers, and Chairman of the Industrial Court. At MEF, he continues to shape labour relations through successful collective negotiations.

