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Sign to Reach Each Learner.



# TALENT MANAGEMENT & SUCCESSION PLANNING

22-23 Sep 2025 | 9.00AM - 5.00PM | MEFA Training Center, PJ

## Objectives

*This 2-day interactive training programme is designed to equip HR leaders and managers with tools and techniques to plan and manage succession effectively. Participants will explore practical frameworks in talent segmentation, workforce risk assessments, employee development plans, and succession planning strategies. The programme emphasizes actionable outcomes that support business continuity, reduce talent risk, and foster long-term leadership development. Understand the principles and strategic importance of succession planning.*

## Who Should Attend

- Professionals Involved In Human Resources Management
- Learning And Development
- Organizational Development Roles.

## Learning Outcomes

- Distinguish between types of succession planning and their application.
- Segment their workforce using various HR criteria (skills, roles, geography, tenure, etc).
- Evaluate employee performance and potential using the 9-box talent grid.
- Create development plans tailored to individual growth and organizational needs.
- Identify and mitigate succession risks using a risk-impact matrix.
- Align succession planning with strategic business and HR objectives.

**RM 1,800\***

(Price Inclusive of 8% SST)

\*Course fee  
is claimable  
under HRDC

## Course Registration



<https://forms.office.com/r/ySwd1T8NBL>



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## Course Structure

Time	Agenda – Day 1
08.30am	Registration
09.00am	Module 1: Talent Segmentation Framework
10.30am	Tea break
10.45am	Module 2: Types of Succession Planning
01.00pm	Lunch break
02.00pm	Module 3: 9-Box Grid & Agility Framework
03.30pm	Tea break
03.45pm	Module 4: Data Driven Approach
05.00pm	End of Day 1

Time	Agenda – Day 2
08.30am	Registration
09.00am	Module 5: Implementation Policy for Succession Planning & Implementation
10.30am	Tea Break
10.45am	Module 6: Employee Development Plans (EDPs)
01.00pm	Lunch Break
02.00pm	Module 7 : Risk of Loss & Impact Assessment
03.30pm	Tea Break
03.45pm	Module 8: Action Planning
05.00pm	End of Workshop

## Trainer Profile



### Punitha Malar (Aishu)

Ms Aishu Certified Coach and Trainer, with 25 years of combined experience in higher education management, strategic partnerships, business development, L&D and talent management across SEA, Australia, and the U.S., she excel in managing key stakeholders, policy, governance, and membership interests

With 25 years of combined experience in higher education management, strategic partnerships, business development, L&D and talent management across SEA, Australia, and the U.S., I excel in managing key stakeholders, policy, governance, and membership interests. I drive growth and revenue in education partnerships, corporate trainings and implement sustainable growth strategies. As an agile team coach and trainer, I specialize in learning and development space, soft skills, talent development, talent acquisition and retention, enhancing organizational performance and employee engagement.

