



# TALENT MANAGEMENT & SUCCESSION PLANNING

4-5 March 2026 | 9.00AM - 5.00PM | MEFA Training Center, PJ

## Course Overview

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 HR Management
- Learning And Development
- Organizational Development Roles.

## Learning Outcomes

- Workforce segmentation groups employees by skills, role etc.
- 9-box grid performance assesses
- Identify succession risks and reduce the impact using a risk-impact approach.
- Align succession planning with overall business strategy and HR goals.

## Course Registration :



<https://forms.office.com/r/RyLvWjatr2>

**RM2,000**

(Price Inclusive of 8% SST)  
HRDC Claimable\*



adminmefa@mef.org.my



03-7498 7242 / 016 - 254 1844

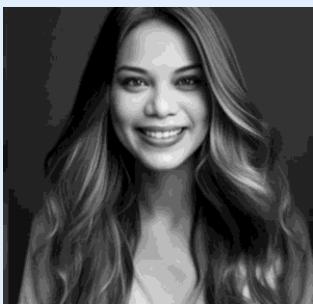


## Course Structure

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

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She drive growth and revenue in education partnerships, corporate trainings and implement sustainable growth strategies. As an agile team coach and trainer, she specialize in learning and development space, soft skills, talent development, talent acquisition and retention, enhancing organizational performance and employee engagement.



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