



# MANAGING MISCONDUCT & DOMESTIC INQUIRY PROCEDURES

14 & 15 APRIL 2026 | 9.00AM - 5.00PM  
| MEFA TRAINING CENTER, PJ

## Course Overview

This is a comprehensive 2-day training programme designed to equip HR practitioners, managers, and disciplinary panel members with the knowledge and practical skills to manage employee misconduct in accordance with Malaysian employment laws and principles of natural justice.

This programme covers the full disciplinary process from investigation and issuing show cause letters to conducting a proper Domestic Inquiry (DI) and making fair decisions supported by evidence and case laws. Participants will also take part in a hands-on Mock Domestic Inquiry to experience real-life roles ensuring practical workplace application.

## Course Registration :



<https://forms.office.com/r/35QUtX7wxk>

## Who Should Attend

- HR Managers, HR Executives, Industrial Relations practitioners, and Compliance Officers
- Members of Disciplinary Committees and Domestic Inquiry Panels

## Learning Outcomes

- Understand and apply correct procedures in managing employee misconduct in line with the labour laws, and principles of natural justice.
- Conduct proper investigation and Domestic Inquiries.
- Handle disciplinary cases confidently through practical exposure in Mock Domestic Inquiry.

**RM2,600\***

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



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## Course Structure

Time	Agenda
<b>DAY 1</b>	
9:00am - 10:30am	<b>MODULE 1 : FOUNDATIONS OF MISCONDUCT &amp; NATURAL JUSTICE</b>
10:45am - 11:00am	Break
11:00am - 12:00pm	<b>MODULE 2 : TYPES OF MISCONDUCT &amp; LEGAL FRAMEWORK</b>
12:00pm - 1:00pm	<b>MODULE 3 : INVESTIGATION &amp; EVIDENCE MANAGEMENT</b>
1.00pm - 2.00pm	Lunch Break
2:00pm - 4:30pm	<b>MODULE 4 : DOMESTIC INQUIRY PROCESS &amp; DOCUMENTATION</b>
4.30pm - 3.45pm	Break
4.45pm - 5:00pm	<ul style="list-style-type: none"> <li>• Group discussion</li> <li>• Q&amp;A Session</li> </ul>
<b>DAY 2</b>	
9:00am - 10:30am	<b>MODULE 5 : GOVERNANCE, RECORDINGS &amp; DISCIPLINARY BEST PRACTICES</b>
10:45am - 11:00am	Break
11:00am - 1.00pm	<b>MODULE 6 : TERMINATION &amp; INDUSTRIAL RELATIONS PROCESS</b>
1.00pm - 2.00pm	Lunch Break
2.00pm - 3:30pm	<b>MODULE 7 : MOCK DOMESTIC INQUIRY (PRACTICAL SIMULATION)</b>
3.30pm - 3.45pm	Break
3.45pm - 5:00pm	<b>MODULE 8 : REVIEW, LEARNING INTEGRATION &amp; ACTION PLANNING</b>

## Trainer Profile



**DATO' DR LIM WENG KHUAN**

Dato' Dr Lim Weng Khuan has over 34 years of experience in Industrial Relations (IR) and Human Resource Management (HRM) in Lion Group, F&N Group, HSBC Bank and Tan Chong Group. He was a Council member of the Malaysian Employers Federation (MEF) and a member of the National Labour Advisory Council (NLAC) in 2018, 2020 and 2022 till Sep 2024. His last position with the corporate sector was as Regional Director of PR, Security & Strategic HR with TCIE Vietnam, based in Danang, Vietnam. He is an Independent Non-Executive Director (INED) of Asia Brands Berhad. He obtained his LL. B degree from the University of London in 1988, CLP in 1990, MBA (Hull, UK) in 1995, and DBA (UniSA) in 2005.



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