



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.

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.

Course Registration :



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

RM2,600*

(Price Inclusive of 8% SST)
HRDC Claimable*

Course Structure

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

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.

