



TERMINATION OF EMPLOYMENT

10 FEB 2026 | 9.00AM - 5.00PM |
MEF EAST COAST REGION OFFICE

Course Overview

The economic challenges have put considerable financial and operational pressure on many employers. In response, organizations may need to adjust the size of their workforce, which could include employee terminations. It is crucial that these processes are managed with care and professionalism to uphold fairness, comply with legal requirements, and maintain the organization's integrity. This course has been designed to identify the different types of termination of employment. Participants will be exposed to the proper procedures that must be adopted in dealing with different situations. Specific cases dealt by the Industrial Court and identifying the pitfalls during the termination process will also be discussed

Who Should Attend

- Human Resource Management
- Line manager
- Legal & compliance staff
- Supervisors

Learning Outcomes

- Understand legal and ethical responsibilities during termination
- Identify valid grounds and proper procedures for termination
- Communicate terminations clearly and professionally
- Manage employee reactions and provide support resources
- Reduce legal risks through proper documentation and processes

Course Registration :



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

RM900.00*

(Price Inclusive of 8% SST)
HRDC Claimable*

Course Structure

Time	Agenda
9am - 10:30am	MODULE 1 : <ul style="list-style-type: none">• Basis for termination of Employment:• Dismissal for misconduct• Fixed term contract issues
10.30am - 10:45am	Break
10:45am - 1.00pm	MODULE 2 : <ul style="list-style-type: none">• Retrenchment -Overview of process and procedures• Retirement• Constructive dismissal• Poor performance issues
1.00pm - 2.00pm	Lunch Break
2.00pm - 5.00pm (15 min break in between)	MODULE 3 : <ul style="list-style-type: none">• Frustration of Contract on Medical Grounds• Resignation• Dismissal for misconduct• VSS• Retirement etc.

Trainer Profile



MUHAMMAD AIMAN FIRDAUS B NOOR AZMAN

En Aiman obtained his Bachelor of Laws (LLB) from the Naional University of Malaysia (UKM) and is currently pursuing his Master of Laws (LLM) at the same institution besides enrolling in ESG Certified Training.

Throughout his career, Muhammad Aiman Firdaus has gained extensive experience in civil litigation, labour disputes and industrial Court proceedings which he is also an expert in policy development and contract drafting. Alman has actively represented clients, including employers in conciliation proceedings, collective agreement negotiations and Industrial Court hearings, demonstrating a deep understanding of statutory compliance and practical human resource management.