



DEALING WITH SEXUAL HARASSMENT AT THE WORKPLACE (MANDARIN)

26 FEB 2026 | 9.00AM - 5.00PM |
MEFA TRAINING CENTER, PJ

Course Overview

The focus of this programme is to prevent sexual harassment in the workplace before it occurs by promoting awareness, accountability and best practice. It equips employers with the knowledge and confidence to respond promptly, sensitively and effectively to incidents of sexual harassment. More importantly, the programme provides practical, real-world guidance on developing and implementing clear policies and procedures. By doing so, employers can reduce risk, meet their legal obligations and foster a safe, inclusive workplace culture. Training materials will be in English.

Who Should Attend

- Managers
- Supervisors
- HR Personnel
- Leaders

Learning Outcomes

- Understand what constitutes sexual harassment and legal responsibilities
- Identify early warning signs and take appropriate action to prevent harassment
- Respond confidently and sensitively to complaints of sexual harassment
- Implement effective policies, procedures and training to promote a respectful workplace culture

Course Registration :



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

RM1,300*

(Price Inclusive of 8% SST)

HRDC Claimable*

Course Structure

DAY 1	
8:30am - 9:00am	Registration
9:00am - 10:30am	MODULE 1 : <ul style="list-style-type: none"> Defining Sexual Harassment Identifying Sexual Harassment Case Studies
10.30am - 10:45am	Break
10:45am - 1.00pm	MODULE 2 : <ul style="list-style-type: none"> Potential Perpetrators & Victims Consequences of Sexual Harassment Strategies to Curb Sexual Harassment
1.00pm - 2.00pm	Lunch Break
2.00pm - 3:00pm	MODULE 3 : <ul style="list-style-type: none"> Procedural Fairness Investigation Reporting Process Dealing with Complaints Professionally
3.00pm - 3.45pm	MODULE 4 : <ul style="list-style-type: none"> Notifying the Alleged Offender Safety of the Victim(s) Witness Collection
3.45pm - 5:00pm	MODULE 5: <ul style="list-style-type: none"> Evaluating Seriousness of Offense Reporting to Authorities Sample of Policy Code of Practice
5.00pm	End

Trainer Profile



MUHAMMAD HAFIZ

En. Muhammad Hafiz obtained his Bachelor of Law (Honours) (L.LB) from Universiti Teknologi MARA in the year 2021. He completed his pupillage at a criminal litigation firm Messrs. Daud & Co, Johor Bahru. Upon successful completion of his pupillage, he decided to pursue his second pupillage in Kota Kinabalu at Messrs. Rakhbir Singh & Co and was admitted to the Bar in Sabah in 2024. Prior to joining MEF he also worked as an Industrial Relations Executive in two multinational Companies at Banting and Kuala Lumpur. En.Hafiz has experience in a variety of criminal cases, civil cases, syariah matters, employment matters and was part of the winning team for a few landmark cases in Sabah. He was fluent in mandarin language since young.