



LS Human Capital Sdn Bhd

(1171487-T)

SST No.: W10-1811-32000149

MALAYSIAN EMPLOYMENT LAW LEARNING & REFERENCE SYSTEM

Membership Information Pack

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The Challenges **HR/IR Practitioners** Face

One of the challenges human resource practitioners face today lies with interpreting the various legislations and Industrial Court decisions into our relevant HR/people issues; be it an employee performance, attitude, health or discipline issue.

If you are involved in HR, Industrial Relations is answer to your employee issues/problems interpretations. For instance,

Performance Management

What is the best way to manage an under-performing employee?

Mental Health

What should an organisation do when it faces a situation where an employee suffers from depression/stress/anxiety?

Retrenchment

Can we select only certain staff to be retrenched when reorganising our operations due to a change to our business model?



Common HR Questions **You Face Daily**

Probation & Transfer

Should I transfer a staff under probation to another department if I find he is a poor job fit to his current role? What happens here if he is found unsuitable in the new role and we decide not to confirm him?

Mutual Separation

How should we approach a discussion with an employee whom we are not interested in retaining and would like to mutually negotiate a resignation?

Vaccination Policies

Can I refuse to allow employees who have not received their Covid-19 booster vaccination into the workplace and place them on unpaid leave?

What are my organisation's obligations to offer unvaccinated employees the option of working from home prior to dismissing them?

Attitude Management

How should I advise my line manager on the best approach to manage a staff who has attitudinal issues?

Workplace Bullying

How do we manage a complaint of workplace bullying raised by an employee against his/her supervisor?

Victimization Claims

How do we address allegations of victimization complains that his performance appraisal rating his/her working from home (WFH)



What We (HR/IR Practitioners) Want

When it comes to industrial relations, we want:

01

Practical Answers to our HR Issues

We seek non-legalistic, easily explained, and practical answers to our HR issues. We need quick access to relevant solutions without sifting through lengthy court decisions, allowing us to quickly resolve specific employee issues.

02

Answers We Can Readily Explain/Share With Management

When senior management asks us a question such as

'Can we end someone's contract that is near expiring without any legal repercussions?

'How are we going to deal with an employee exhibiting a poor attitude?',

We want to be able to explain HR's views and advise with supporting case law decisions that are explained from a non-legalistic perspective so that management understands why we can/cannot take certain action and what specific steps to take.

03

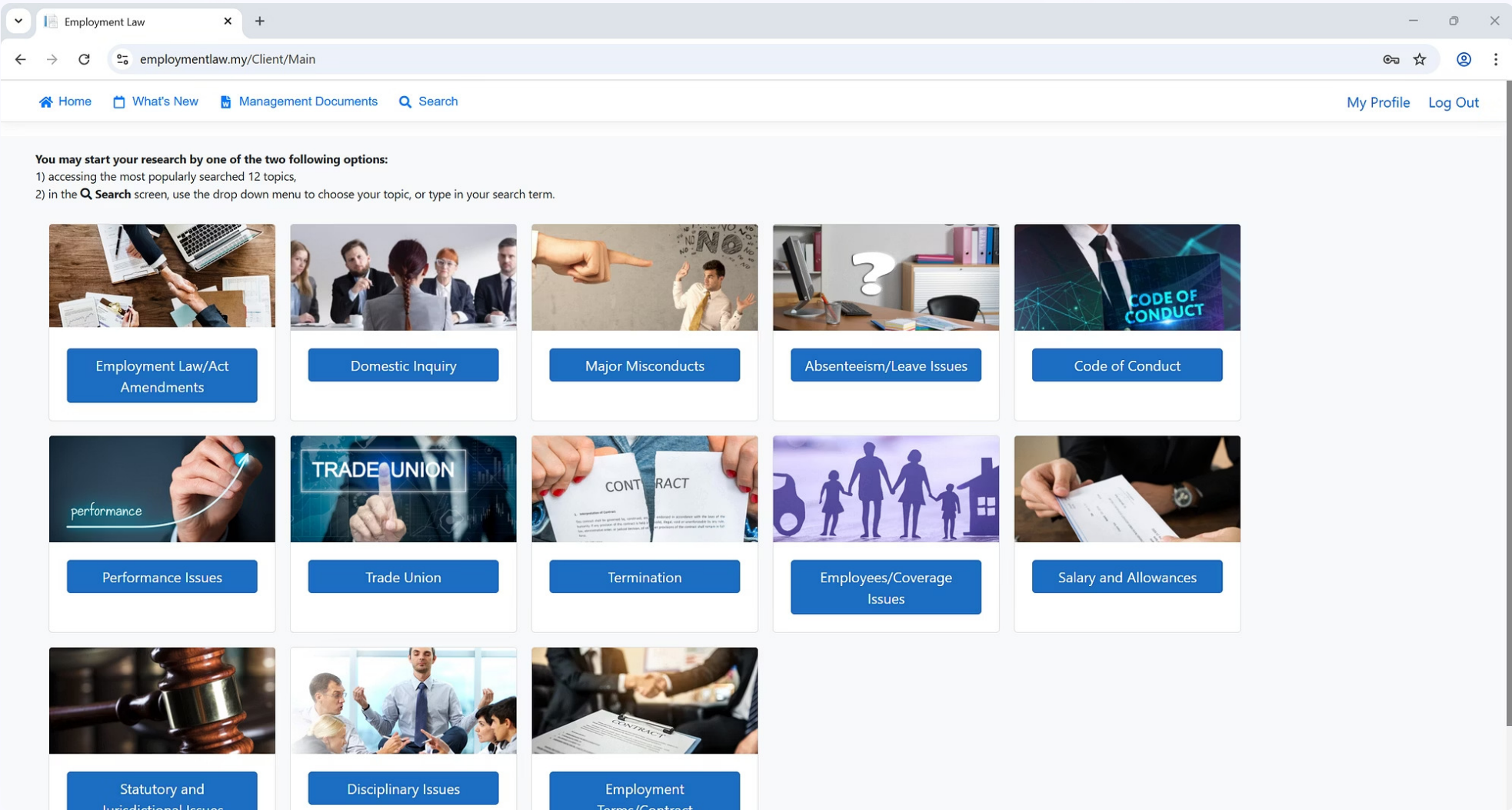
A Practical Learning Tool On Industrial Relations

Sources of employment law information are often geared towards lawyers. HR practitioners require the law explained in a way that is practically applicable to our specific HR issues. We also need a learning tool to stay updated on legal developments and enhance our understanding of this crucial HR aspect.

What is the Malaysian Employment Law Learning & Reference System (MELLRS)?

The **Malaysian Employment Law Learning & Reference System (MELLRS)** is an online learning and reference system on Malaysia's employment law. It is designed primarily **for HR, Legal and Compliance practitioners** as well as anyone in **senior management** who want practical guidance and answers on how to interpret the law into their employee issues.

The solution, in dispensing answers/advise combines all the salient laws concerning employment in Malaysia including **Malaysia's Employment Act, Industrial Relations Act and Trade Unions Act** as well as other related subsidiary employment issues such as the **Code of Conduct on The Prevention of Sexual Harassment At the Workplace, the Personal Data Protection Act, Companies Act** and the **Occupational Health and Safety Act**.



What This Solution Contains



2500+ Questions and Answers

Designed to provide you with practical answers to your HR/Employment issues. More than 2500 Questions and Answers (referenced by topic) covering the whole range of employment issues an organisation typically faces.



Court Awards Summary

Court Awards covering Industrial, High Court, Court of Appeal and Federal Court decisions are summarized for your quick reference and easy of understanding



Employment Updates

Employment Updates (searchable by topic) addressing key employment court decisions which are summarized via an 'How Your Organisation Can Benefit From This Case' section



Monthly Updates

Monthly updates covering the latest 1) Q & A's, 2) Court Decisions and Employment Updates.



Document Templates

Management document templates for HR Practitioners employment contracts, disciplinary letters, reorganizational employment documents.

Registration Details

'You can gain from the benefit of our advise via a subscription to the Malaysian Employment Law Learning & Reference System which comes with whatsApp/fax/e-mail support service where for RM 3600 per annum plus SST your organisation benefits from being able to consult us on any IR issue you may be facing. This service also comes with a subscription to our [Malaysian Employment Law Learning & Reference System \(MELLRS\)](#) which is updated on a monthly basis on the latest Industrial Court decisions and Frequently Asked Questions and Answers section.'

In ensuring you get the answers you are looking for, the membership comes with **our e-mail support service** where we will provide you with the full Industrial Court case decision for any court decision you are looking for (in the event it is not available within the system).





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