

One day Workshop: Effective Handling of Sexual Harassment At The Workplace



CLJ

HRDF
Claimable



Date changed to **21 April 2018**



8.00 am - 5.00 pm



Hotel Armada

The Federal Court of Malaysia in **Mohd Ridzwan Bin Abdul Razak v. Asmah Binti Hj. Mohd Nor [2016] 6 CLJ 346** in its Judgment dated 2nd June 2016 sent a very strong message about dealing with sexual harassment in the workplace where it stated as follows:

“ Sexual Harassment is a very serious misconduct and in whatever form it takes, cannot be tolerated by anyone. In whatever form it comes, it lowers the dignity and respect of the person who is harassed, let alone affecting his or her mental or emotional well-being. Perpetrators, who go unpunished, will continue intimidating, humiliating and traumatising the victims thus resulting, at least, in an unhealthy working environment. ”

Read recent articles
on sexual harassment:

<https://goo.gl/DtYktE>
<https://goo.gl/Yx8Fho>
<https://goo.gl/AvJsB4>

OBJECTIVES ►

The Human Resource and Industrial Relations Practitioners play a significant role in understanding and eradicating sexual harassment at the workplace. This 1 day workshop is designed to help participants in understanding what constitutes Sexual Harassment at the place of employment. They will accordingly learn how to educate company employees on the seriousness of sexual harassment and that the company will not tolerate any misconduct relating to it. This workshop will also focus on

- ▶ effective skills of receiving complaints from employees relating to any form of sexual harassment
- ▶ effective method of carrying out proper investigation on such reported misconducts
- ▶ the disciplinary process involving issuance of show cause letters relating to sexual harassment matters
- ▶ carrying out an effective domestic inquiry on such sensitive matters; and
- ▶ the appropriate punishment that must be imposed on the employee concerned if found guilty, bearing in mind the principle of proportionality of punishment.

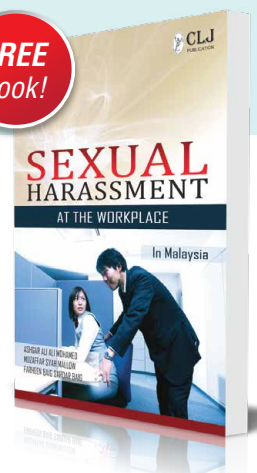
TOPICS COVERED ►

- ▶ Definition of Sexual Harassment at Workplace
- ▶ Types of Sexual Harassment including (a) what is deemed as Sexual Harassment; and (b) what is not deemed as Sexual Harassment
- ▶ Victim's role and action on (a) How to make an immediate/prompt action; and (b) How to make a formal complaint on Sexual Harassment
- ▶ Investigation procedures by the HR Department on complaints made relating to Sexual Harassment
- ▶ Education and Awareness – Employers' Role and Responsibilities through the introduction of (a) Sexual Harassment - Code of Practice in the year 2000; and (b) inclusion of Sexual Harassment provisions in the Employment Act 1955
- ▶ If prompt action is not taken against offenders of Sexual Harassment it could give rise for the affected employees to claim Constructive Dismissal

WHO SHOULD ATTEND ►

All HR and IR Practitioners as well as Department Managers, Executives and Supervisors who have to deal with complaints relating to Sexual Harassment in the workplace, Regulators, Lawyers, Researchers & Academicians, Senior Sales and Marketing Managers.

FREE
Book!



Mr. P. Iruthayaraj D. Pappusamy



Mr. P. Iruthayaraj D. Pappusamy graduated from the University of Buckingham (U.K) with a Degree of Bachelor of Laws (Hon) in 1986. Prior to this, he had obtained a Postgraduate Diploma in Human Resource Management from Sheffield Polytechnic, U.K in 1978 specializing in Industrial Relations. He has a PSMB Certificate in "Train the Trainer" (TTT/15452).

He served as Industrial Court Chairman for 11 years and had recently retired from this position in 2014. He was initially posted to the Industrial Court in Sabah for 7 years and in 2010, he was transferred to Industrial Court Kuala Lumpur. During his service as Industrial Court Chairman, he had adjudicated on numerous cases which were referred to the Industrial Court by the Honourable Minister of Human Resources with regard to, inter alia, dismissal cases under s. 20(3) of the Industrial Relations Act 1967 and other matters related to industrial disputes. He had also successfully applied mediation and early evaluation skills in resolving industrial disputes. He was holding the position of Chairman of Social Security Appellate Board.

He had vast working experience in all aspects of Human Resources Management in a number of multinational companies, was involved in manufacturing and also provided human resource services for the marketing and sales personnel in a multinational organization. He was admitted as an Advocate & Solicitor of the High Court of Malaya in 1988 and was in private legal practice for several years. He had also presented a number of seminar papers at various forums involving industrial relations and social security laws.

He has designed and conducted a unique programme entitled Certificate in Domestic Inquiry for all HR and IR Practitioners for the DRB-HICOM Group of Companies as well for other relevant personnel. He has authored 2 books published by MEF, ie. (i) Handling of Cases at the Industrial Court of Malaysia published in 2016; and (ii) Co authored the book on Practical Guide on Performance Management published in 2017.

PROGRAMME ►

8.00 am - 9.00 am Registration & Light Breakfast

9.00 am - 10.40 am Definition, Categories and Forms of Sexual Harassment at the Workplace

10.40 am - 11.10 am Break

11.10 am -12.30 pm ► Case Study 1
► Consequences of Sexual Harassment to the Employer and Employee

12.30 pm - 1.30 pm Lunch & Networking

1.30 pm - 2.40 pm ► Case Study 2
► Employer's responsibilities in Handling Sexual Harassment complaints as a misconduct in terms of:

- Obtaining of Reports on complaints of Sexual Harassment
- Carrying out investigations
- Drafting of show cause letters and drafting of charges
- Conducting Domestic Inquiry on allegations of Sexual Harassment

2.40 pm - 3.00 pm Break

3.00 pm - 5.00 pm ► Employers need to comply with Part XVA of the Employment Act 1955 (s.81A-s.81G) when dealing with Sexual Harassment and also be guided by the Code of Practice On The Prevention and Eradication Of Sexual Harassment In The Workplace

- Recent Industrial Court decisions on Sexual Harassment
- If complaints on Sexual Harassment are not handled correctly and promptly it may give rise to a claim in Constructive Dismissal.
- Conclusion

Registration Form

Please fill in the form in BLOCK LETTERS

Registration Fees

	Fees	Fees inclusive of 6% GST	No. of pax	Total fees
<input type="checkbox"/> Early Bird Registration	RM950.00	RM1,007.00		
<input type="checkbox"/> Normal Registration	RM1,200.00	RM1,272.00		

*Early Bird Registration has to be registered and paid by 30 March 2018

FREE Book Sexual Harassment At The Workplace In Malaysia

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Full payment of the amount shall be made within fourteen (14) days from the date of the issuance of invoice or on the event day, whichever earlier. Delegate(s) who choose to pay on the event day will be required to submit a Letter of Undertaking beforehand.

A confirmation email will be sent to each delegate after payment is processed by Malaysian Current Law Journal (CLJ). If you do not receive a confirmation by 6 April 2018, please call us at (603) 4270 5400.

CLJ reserves the right to change the date, venue and speaker(s) for the seminar(s) where necessary.

Should we have to cancel or postpone the seminar, our responsibility is limited to a refund of any registration fee(s) already paid. CLJ is not responsible for travel, accommodation or other related/unrelated expenses which may have been incurred by delegate(s) attending this seminar.

Cancellation Policy

If delegate(s) decide to cancel their enrollment, the following terms shall apply:

- Written cancellation received 4 weeks before the event date: A refund of 80% will be made.
- Written cancellation received 3 weeks before the event date: A refund of 50% will be made.
- For cancellation received less than fourteen (14) days before the event date, no refund will be entertained.
- In the event of a no-show, delegates are still liable for the full seminar fee(s) unless cancellation is received by CLJ before the cut-off date above.

You may substitute an alternative delegate(s) by notifying CLJ at least 5 (five) working days before the date of the event. Any differences in fees will be charged accordingly.