

# INDUSTRIAL RELATIONS



## INTRODUCTION

Many companies have paid out large sums of money due a lack of understanding of the law and the principles involved in industrial relations. The losses incurred are in hundreds of thousands to one individual employee. Just 2 Industrial Court awards in 2004 alone saw 2 companies pay out a total of RM724, 205.00. In one case in March 2004, the Industrial Court in Penang awarded RM298, 600.00 to a general manager of a pharmaceutical company for wrongful dismissal / termination. In August 2004, the Kuala Lumpur Industrial Court awarded RM325, 605.00 to a group financial controller for demoting him and deducting his salary. There is nothing new by way of principles or the law, but the same time tested common law principles that go into industrial relations. The time has come for employers and human resource practitioners to be fully conversant with industrial relations (I.R) and have their knowledge updated in line with current Industrial Court decisions. The awareness of their rights among employees has increased and employers should increase their I.R knowledge so as to avoid financial disasters like the case quoted earlier.

## WHO SHOULD ATTEND?

Human resource personnel, managers, head of departments and organizations as well as all those who manage employees in an organization.

## OBJECTIVES

1. Companies will be able to avoid paying out huge compensations for wrongful terminations.
2. Human resource personnel will be able to handle disciplinary problems more effectively saving cost and time.
3. Managers will be able better manage their employees and handle misconduct
4. Better knowledge of the industrial law will eliminate fear of unions
5. Understanding IR procedures and processes will empower management staff to discharge their responsibilities more productively.

## COURSE OUTLINE

- Introduction
- Principles Underlying Industrial Relations (I.R)
- Legal Aspects
- Grievance Procedure (Discipline)

- Guidelines for Disciplinary Action
- Types of Warning Letters
- Termination Letters
- Misconduct



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