

Basic HR Rules and Payroll Compliance in Malaysia



Overview

This practical training is designed to equip SME owners, HR professionals, and business managers with a solid understanding of Malaysian HR rules and payroll compliance.

Participants will gain hands-on knowledge on how to manage employee payroll in line with local regulations, calculate statutory contributions (EPF, SOCSO, EIS, and PCB), and minimize risks of non-compliance or penalties through proper payroll procedures.

➞ Who Should Attend?

- SME Owners & Directors
- HR & Payroll Executives
- Admin & Accounts Staff handling HR
- Startups & New Entrepreneurs

➞ Training Objectives

- ✓ Understand key HR rules under the Employment Act 1955
- ✓ Learn statutory contributions (EPF, SOCSO, EIS, PCB) & basic calculations
- ✓ Explore payroll components and monthly payroll flow
- ✓ Avoid common HR & payroll compliance issues

➞ Get in Touch

Person In Charge: Atul
Telephone: +60 11-6553 3859
Email: adminmy@oligo.asia