



Malaysian Iron & Steel Industry Federation

Co. Reg. No. 76350P GST Reg. No. 001781899264

30 April 2025

By email

**CIRCULAR TO ALL MEMBERS
(C08/2025)**

Dear Members,

MISIF is organising a one-day training on **“The Domestic Inquiry Procedure, Investigation and Prosecution”**

Date: 26 May 2025 (Monday)

Venue: MISIF Training Room, Shah Alam, Selangor

Time: 9AM - 5PM

A **Domestic Inquiry** is a crucial internal process used by employers to determine whether an act of misconduct has been committed by an employee. Under **Section 14 of the Employment Act 1955**, employers are legally obligated to conduct a fair and proper inquiry before taking disciplinary action, including dismissal or major penalties.

This **one-day HRD Corp claimable training program** is designed to equip your HR personnel, supervisors, and those responsible for handling disciplinary matters with the practical knowledge and procedural understanding necessary to carry out investigations, inquiries, and prosecutions effectively and lawfully.

For more information, please contact MISIF Secretariat and we look forward to your participation.

Thank you.

Yours sincerely,

Ng Mor Kiang
Chief Executive Officer