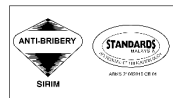




THE MALAYSIAN INSTITUTE OF INTEGRITY (IIM) TRAINING PROGRAMMES CALENDAR 2021

ESSENTIAL TRAINING PROGRAMMES ON
ETHICS & INTEGRITY, CORPORATE LIABILITY PROVISION SECTION 17A
OF MACC ACT 2009 (AMENDMENT 2018), ADEQUATE PROCEDURES AND
ANTI-BRIBERY POLICY



CERTIFIED TO ISO 37001:2016
CERT. NO.: ABMS 00184



CERTIFIED TO ISO 37001:2016
CERT. NO.: ABMS 00184



CERTIFIED TO ISO 9001:2015
CERT. NO.: QMS 03660



CERTIFIED TO ISO 9001:2015
CERT. NO.: QMS 03660

OUR TRAINING PROGRAMMES AT A GLANCE

<p>PROGRAMME TITLES</p> <ol style="list-style-type: none"> 1. Understanding Corporate Liability Provision Section 17A of MACC Act 2009 (Amendment 2018) & Establishing Adequate Procedures 2. Establishing Anti-Bribery Policy 3. Do the Right Thing (DTRT) 4. Ethics & Integrity 	<p>WHO SHOULD ATTEND OUR TRAINING PROGRAMMES?</p> <p><u>Individual</u> Head of Integrity and Governance Unit (IGU), Integrity officers, Government officers, Head of Legal, Risk Management Officers, Internal Auditors, Executives, Managers, Directors, Company Secretaries, Partners of Firms, Lawyers, Accountants, Corporate Consultants, Professionals undertaking Corporate Advisory work, Financial Controllers, Head of Compliance, and etc.</p> <p><u>Institutions</u> Government Agencies, Government Link Companies (GLCs), Public Listed Companies (PLCs), Legal Firms, Consultancy Firms, Accounting Firms, Banks, Small-Medium Enterprise (SME), Sdn. Bhd. Companies and etc.</p>
<p>DURATION 0.5 Day to 2 Days</p>	
<p>LEVEL Beginner – Intermediate</p>	
<p>NUMBER OF SESSIONS More than 30 Sessions from January– November 2021</p>	
<p>MODE OF DELIVERY Virtual and Face To Face</p>	
<p>LANGUAGES English & Bahasa Melayu</p>	

VIRTUAL TRAINING PROGRAMMES

Platform: Zoom

TITLE	DATES	TIME (Duration)	FEE		SPEAKERS
			1 – 2 PAX	GROUP OF 3 & ABOVE	
Understanding Corporate Liability Provision Section 17A of MACC Act 2009 (Amendment 2018) & Establishing Adequate Procedures	21 Jan 2021	10.00am - 1.30pm (0.5 day)	RM290 per pax per session	RM250 per pax per session	❖ Ezzati Muzammil ❖ Mohd Hafizdi Che Md Akhir
	10 Feb 2021				
	24 Mar 2021				
	14 Apr 2021				
	31 May 2021				
	16 Jun 2021				
	7 Jul 2021				
	4 Aug 2021				
	8 Sep 2021				
	13 Oct 2021				
	27 Jan 2021	10.00am - 5.00pm (1 day)	RM550 per pax per session	RM500 per pax per session	To be provided
	17 Feb 2021				
	31 Mar 2021				
	21 Apr 2021				
	28 Jul 2021				
	22 Sep 2021				
	21 Oct 2021				
24 Nov 2021					

VIRTUAL TRAINING PROGRAMMES 2021

Platform: Zoom

TITLE	DATES	TIME (Duration)	DURATION		SPEAKERS
			1 – 2 PAX	GROUP OF 3 & ABOVE	
Establishing Anti-Bribery Policy	3 Feb 2021	10.00am - 1.30pm (0.5 day)	RM200 per pax per session	RM180 per pax per session	❖ Mohd Hafizdi Che Md Akhir
	6 Oct 2021				
	10 Nov 2021				
	8 Dec 2021				
Do The Right Thing (DTRT)	30 Jun 2021	10.00am - 5.00pm (1 day)	RM200 per pax per session	RM180 per pax per session	❖ Fison Hamdi Ahmad ❖ Shahrul Ridzuan Arshad
	18 Aug 2021				
Ethics & Integrity	24 Feb 2021	10.00am - 5.00pm (1 day)	RM200 per pax per session	RM180 per pax per session	❖ Chen Chee Wei ❖ Shahrul Ridzuan Arshad
	1 Sep 2021				

PROGRAMME DETAILS

UNDERSTANDING CORPORATE LIABILITY PROVISION SECTION 17A OF MACC ACT 2009 (AMENDMENT 2018) & ESTABLISHING ADEQUATE PROCEDURES (0.5 DAY)

OVERVIEW		
<p>This training programme focuses on the legislative intention of the Corporate Liability Provision and its impact on commercial organisation.</p>		
LEARNING OBJECTIVES	PROGRAMME OUTLINE	
	TIME	TOPICS COVERED*
<p>Upon completing the webinar, the participant should be able to:</p> <ul style="list-style-type: none"> • interpret the key features and latest updates of the new corporate liability provision • identify the implications of the new provisions towards organisations, directors, partners and the management 	<p>10.00am – 1.30pm</p>	<ul style="list-style-type: none"> • Overview of Section 17A of MACC Act 2009 (Amendment 2018) • Identifying commercial organisations • Associated persons within Section S17A • Penalties • Overview of Adequate Procedures

**Subject to change without prior notice*

Speakers:

- ❖ Ezzati Muzammil
- ❖ Mohd Hafizdi Che Md Akhir

UNDERSTANDING CORPORATE LIABILITY PROVISION SECTION 17A OF MACC ACT 2009 (AMENDMENT 2018) & ESTABLISHING ADEQUATE PROCEDURES (1 DAY)

OVERVIEW

This training programme focuses on the establishment of the Adequate Procedures which can be used as a defence against the Corporate Liability Provision. Although not guaranteed, the implementation of T.R.U.S.T principles as highlighted in the Adequate Procedures will help companies to shield themselves from being penalised for offences related to bribery and corruption.

LEARNING OBJECTIVES

PROGRAMME OUTLINE

	TIME	TOPICS COVERED*
	<p>Upon completing the webinar, the participant should be able to:</p> <ul style="list-style-type: none"> • build the T.R.U.S.T principles and practical applications to protect the organisation against prosecution. 	10.00am – 5.00pm

**Subject to change without prior notice*

Speakers:

❖ To be provided

ESTABLISHING ANTI-BRIBERY POLICY (0.5 DAY)

OVERVIEW

This training programme focuses on the establishment of the Anti-Bribery Policy in ensuring that all employees understand their roles and responsibilities, specifically to combat corruption within the organisation.

LEARNING OBJECTIVES

Upon completion of the course, participants are expected to understand the need of establishing the Anti-Bribery Policy and able to conduct themselves in encountering potential acts of fraud, bribery and corruption at all times.

PROGRAMME OUTLINE

TIME

10.00am – 1.30pm

TOPICS COVERED*

- Overview of Bribery & Corruption and Section 17A of MACC Act 2009 (Amendment 2018)
- Introduction to Anti-Bribery Policy
- Components of Anti-Bribery Policy

**Subject to change without prior notice*

Speaker: Mohd Hafizdi Che Md Akhir

DO THE RIGHT THING (DTRT) (1 DAY)

OVERVIEW

Program latihan “***Do The Right Thing***” merupakan salah satu program latihan intervensi IIM bagi meningkatkan budaya antirasuah dan integriti dalam sektor awam dan swasta di negara ini. Pendekatan program latihan ini adalah berdasarkan pembelajaran dewasa dimana konsep komunikasi dua hala ditekankan dengan menggunakan pelbagai jenis pendekatan seperti perbincangan dan latihan dalam kumpulan, pembentangan dan kajian kes.

LEARNING OBJECTIVES	PROGRAMME OUTLINE	
	TIME	TOPICS COVERED*
<ul style="list-style-type: none"> • Memahami kepentingan pembudayaan integriti dan antirasuah terhadap diri, keluarga, organisasi, masyarakat dan negara; • memahami peranan dan tanggungjawab sebagai penjawat awam yang berintegriti; dan • Mengaplikasikan konsep “<i>Do The Right Thing</i>” dalam menjalankan tugas sebagai penjawat awam. 	10.00am – 5.00pm	<ul style="list-style-type: none"> • Taklimat & Ice Breaking • <i>Do The Right Thing</i> • Integriti & Rasuah • Akauntabiliti Penjawat Awam • Nilai & Integriti Penjawat Awam • Dilema Etika • Pelan Anti Rasuah Kami • Pelan Tindakan Saya & Rumusan

**Subject to change without prior notice*

Speakers:

- ❖ Fison Hamdi Ahmad
- ❖ Shahrul Ridzuan Arshad

ETHICS & INTEGRITY (1 DAY)

OVERVIEW

This programme is based on a holistic approach incorporating a deeper understanding, applying decision-making filters and practical demonstration through varied learning methodologies.

LEARNING OBJECTIVES

Organisation will be able to institutionalise ethics and integrity culture at personal, community and national levels and build role models among leaders demonstrating ethics and integrity at all times.

PROGRAMME OUTLINE

TIME

10.00am – 5.00pm

TOPICS COVERED*

- Introduction to Self-Reflection “*Why It Matters*”
- Introduction to Ethical Decision-Making Process “*How to Apply*”

**Subject to change without prior notice*

Speakers:

- ❖ Chen Chee Wei
- ❖ Shahrul Ridzuan Arshad

FACE TO FACE TRAINING PROGRAMMES 2021

Venue: IIM Kuala Lumpur

TITLE	DATES	TIME (Duration)	DURATION		SPEAKERS
			1 – 2 PAX	GROUP OF 3 & ABOVE	
Understanding Corporate Liability Provision Section 17A of MACC Act 2009 (Amendment 2018) & Establishing Adequate Procedures	10-11 Mar 2021	9.00am - 5.00pm (2 days)	RM950 per pax per session	RM800 per pax per session	❖ Mohd Hafizdi Che Md Akhir
	7-8 Apr 2021				
	9-10 Jun 2021				
	29-30 Sep 2021				
Do The Right Thing (DTRT)	17-18 Mar 2021	9.00am - 5.00pm (2 days)	RM550 per pax per session	RM400 per pax per session	❖ Fison Hamdi Ahmad ❖ Shahrul Ridzuan Arshad
	17-18 Nov 2021				
Ethics & Integrity	25-26 Aug 2021	9.00am – 5.00pm (2 days)	RM650 per pax per session	RM500 per pax per session	❖ Chen Chee Wei ❖ Shahrul Ridzuan Arshad
	27-27 Oct 2021				

UNDERSTANDING CORPORATE LIABILITY PROVISION SECTION 17A OF MACC ACT 2009 (AMENDMENT 2018) & ESTABLISHING ADEQUATE PROCEDURES (2 DAYS)

OVERVIEW

This training programme focuses on the legislative intention of the Corporate Liability Provision Section 17A of MACC Act 2009 (Amendment 2018) and its impact on commercial organisation. Attention is also given to the establishment of the Adequate Procedures which can be used as a defence against the Corporate Liability Provision.

LEARNING OBJECTIVES

- By attending this programme, the participants would be able to:
- understand clearly the meaning of corporate liability provision and the implications to their organisations for non-compliance.
 - gain insights on how to establish the Adequate Procedures needed to protect their companies.
 - discover the available tools and instruments in the market which can help to prevent corruption from taking place in the business operations.

PROGRAMME OUTLINE

TIME

TOPICS COVERED*

DAY 1

9.00am – 5.00am

- Overview of Bribery & Corruption
- Section 17A of MACC Act 2009 (Amendment 2018)

DAY 2

9.00am – 5.00am

- Adequate Procedures
- Building T.R.U.S.T Principles

**Subject to change without prior notice*

Speaker:

- ❖ Mohd Hafizdi Che Md Akhir

DO THE RIGHT THING (DTRT) (1 DAY)

OVERVIEW

Program latihan “***Do The Right Thing***” merupakan salah satu program latihan intervensi IIM bagi meningkatkan budaya antirasuah dan integriti dalam sektor awam dan swasta di negara ini. Program latihan ini dirangka selari dengan peruntukan yang berkaitan dengan liabiliti korporat (Pindaan Akta SPRM 2009) yang telah diluluskan pada tahun 2018, dan ianya dibangun dan disesuaikan dengan halatuju baru Kerajaan dalam menjadikan agenda antirasuah sebagai keutamaan dalam pentadbiran negara. Pendekatan program latihan ini adalah bersandarkan pembelajaran dewasa dimana konsep komunikasi dua hala ditekankan dengan menggunakan pelbagai jenis pendekatan seperti perbincangan dan latihan dalam kumpulan, pembentangan dan kajiankes.

LEARNING OBJECTIVES	PROGRAMME OUTLINE	
	TIME	TOPICS COVERED
<ul style="list-style-type: none"> • Memahami kepentingan pembudayaan integriti dan antirasuah terhadap diri, keluarga, organisasi, masyarakat dan negara; • memahami peranan dan tanggungjawab sebagai penjawat awam yang berintegriti; dan • mengaplikasikan konsep “<i>Do The Right Thing</i>” dalam menjalankan tugas sebagai penjawat awam. 	DAY 1	
	9.00am – 5.00am	<ul style="list-style-type: none"> • Taklimat & Ice Breaking • <i>Do The Right Thing</i> • Integriti & Rasuah • Akauntabiliti Penjawat Awam
	DAY 2	
	9.00am – 5.00am	<ul style="list-style-type: none"> • Nilai & Integriti Penjawat Awam • Dilema Etika • Pelan Anti Rasuah Kami • Pelan Tindakan Saya & Rumusan

**Subject to change without prior notice*

Speakers:

- ❖ Fison Hamdi Ahmad
- ❖ Shahrul Ridzuan Arshad

ETHICS & INTEGRITY (2 DAYS)

OVERVIEW

The **Ethics and Integrity (E&I)** training programme focuses on managing conflicts of interest, dealing with laws and regulations, issues and challenges and corruption prevention to strengthen good values, ethics and integrity.



LEARNING OBJECTIVES	PROGRAMME OUTLINE		
<ul style="list-style-type: none"> Conduct self-reflection to gauge personal awareness and understanding on ethical and integrity issues. Explain the meaning and importance of ethics and integrity in the competitive & challenging environment. Describe and apply the process of ethical decision making at all levels and situations. Commit and implement the role as leaders in upholding ethics and integrity at all levels all the time. 	TIME	TOPICS COVERED*	
	DAY 1		
	9.00am – 5.00am	<ul style="list-style-type: none"> Self-Reflection (“Why It Matters”) Definitions & Concepts (“What They Mean to Me”) 	
	DAY 2		
	9.00am – 5.00am	<ul style="list-style-type: none"> Ethical Decision –making Process (“How to Apply”) Living a Life with E&I (“Way Forward”) 	

**Subject to change without prior notice*



Speakers:

- ❖ Chen Chee Wei
- ❖ Shahrul Ridzuan Arshad


SPEAKER'S PROFILE

SPEAKER	PROFILE
	<p>Fison Hamdi Ahmad is the Chief Consultant and Head of Training Section at the Malaysian Institute of Integrity (IIM). Fison has been with IIM for over 10 years and experienced in serving in four different portfolios which are the Public Sector, Political Sector, Heritage and Cultural Clusters. Fison has approximately 10 years of experience as a speaker, integrity training modules developer, trainers and facilitators. He is also involving heavily as project co-ordinator in implementing IIM's project at both national and international levels.</p>
<p>Fison Hamdi Ahmad</p>	
	<p>Mohd Hafizdi is currently a Senior Consultant attached to the Management System Section at the IIM. He has vast experience on consultations related to integrity, governance and anti-corruption and to date has assisted several government agencies to develop their Organisational Anti-Corruption Plan (OACP).</p>
<p>Mohd Hafizdi Che Md Akhir</p>	

SPEAKER'S PROFILE

SPEAKER	PROFILE
	<p>Ezzati Muzammil is the Legal Advisor of IIM. In addition to her legal and advocacy work, Ezzati has also handled numerous legal cases and actively involved in drafting papers related to laws and regulations. She holds a Bachelor Degree in Law (LLB) from Universiti Teknologi MARA (UiTM).</p>
<p>Ezzati Muzammil</p>	
	<p>Shahrul Ridzuan Arshad is a Consultant attached to the Training Section at the IIM. As the Consultant, he is responsible for coordinating the modules development pertaining to Integrity, Governance, and Anti-corruption specifically Section 17A of Corporate Liability Provision & Adequate Procedures, Ethics & Integrity, Pembangunan Individu & Organisasi Berintegriti - PIOB, and GLCs Board of Directors programme. Apart from that, he is also a certified professional trainer by HRDF to train a potential trainee to plan adult learning, conduct training needs analysis, design competency-based training, conduct competency-based training, and also to assess participant's competence. To date, he has shared his vast knowledge and experience over more than a decade in both academia and various GLC industries since 2008.</p>
<p>Shahrul Ridzuan Arshad</p>	

SPEAKER'S PROFILE

SPEAKER	PROFILE
	<p>Chen Chee Wei is a Consultant attached to the Training Section at the IIM. Prior to joining the Institute, she has worked as Financial Analyst at IBM Capital Malaysia and also as Account Manager (Sales & Credit Department) at MIDF Berhad. Additionally, she is also the HRDF certified trainer and has handled training event on Section 17A for Malaysia Reform Initiative (MARI). Currently she is managing the Anugerah Integriti, Governans dan Antirasuah (AIGA 2020). She holds a Bachelor of Science in Accounting from the Queen's University of Belfast and was awarded the Best Student in Taxation and Degree Plus (recognition of active involvement in extra-curriculum).</p>
Chen Chee Wei	

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FOR MORE DETAILS PLEASE CONTACT:

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