

About Us

We commenced operations in 1995 as a Management Consultancy firm. As the growing needs of employers include more focus on employee relations, legal advice pertaining to their employees, and training in industrial relations so came about the natural extension of these services in IR Law.

Our key services from our friendly and efficient consultants include end-to-end consultation, advisory, appearing in court on behalf of our clients, guidance in IR proceedings as well as assisting in drafting any IR documentation. Our consultants are available via whatsapp and call for quick communication and advisory.



+603 - 7494 0635



enquiries@irlaw.com.my



www.irlaw.com.my



9 am - 6 pm



1-2 Jalan PJU 8/5D Damansara Perdana,
47820 Petaling Jaya Selangor

OUR CONSULTANTS



Raja Vishnu Sivarajah

Holding an LL.B (Hons) from the University of Wolverhampton, Vishnu has worked in the Malaysian Current Law Journal, Malaysian Employers Federation (MEF) and Malaysian Employers Consulting Agency (MECA).

Responsible for Industrial Relations consultancy, publishing and research, Vishnu now serves in IR Law as a full-time consultant providing the full gamut of services to all member and non-member companies. With a wealth of experience under his belt, he is known for his quick response to queries via his communication tool of choice Whatsapp, and his meticulous attention to detail when providing services to his clients.



Maimunah Aminuddin

Holding a M.A (Hons) from the University of Auckland and a Post-Graduate Diploma in Industrial Administration from the University of Aston, UK, she is a very well-known personality in the field of Human Resources and Industrial Relations a fellow

of the Malaysian Institute of Human Resource Management (MIHRM), she was also previously the Editor of Berita Personnel; the MIHRM Newsletter. Spending a large part of her career as an academician with Universiti Teknologi Mara (UiTM) leaving UiTM as a Professor, she now spends most of her time writing and publishing books on Industrial and Employment Law.



K. Jebaratnam

Having served in the Human Resources Ministry for over 30 years in the Department of Labour and Trade Union Affairs Department, he was the Regional Director of Trade Unions for Selangor,

Wilayah Persekutuan and Pahang before leaving government service to join the private sector. A certified HRDF trainer and a member of MIHRM, K. Jebaratnam has successfully conducted training programmes for an array of organizations in topics such as Managing Disciplinary Matters, Domestic Inquiries Labour Legislations and more. He now sits on the IR Law Panel of Consultants to advise our members on trade union matters with his in-depth career experience.

WHAT IR LAW CAN OFFER YOUR ORGANISATION



Learning Opportunities

- Monthly Webinars
- Quarterly Workshops
- Annual Conference
- Customized In-House Training



Legal Support

- Preparing & Drafting Submissions
- Appearing For Mentions
- Court Representation With Partner Law Firms



Consultation

- Efficient & Personalised Advisory / Consultation on IR / Labour / Employment Matters
- Quick Response via Phone / Email / Whatsapp



Latest Industrial Relation Updates

- Monthly Newsletters on latest Legislation, Related Cases & IR News
- Email / Whatsapp / Mobile App



Insurance Protection

- Directors & Officers Liability Insurance Policy (10% Discount off Premium for Members)



Legal Research

- Online Legal Portal (IR Law Digital Library)
- 50% Discount for Access to Full Legal Portal Research & Legislation (eLaw.my)

SERVICES OFFERED & RATES

Service Type	Members		Non - Members	
CONSULTATION	IR Law Office	Client Premise	IR Law Office	Client Premise
	Free (2 hours)	Free (2 hours)	RM 500 / hour	RM 750 / hour
DRAFTING HR LETTER e.g show cause, notice of inquiry, termination etc.	RM 350.00 / hour		RM 750.00 / hour	
DOMESTIC INQUIRY PREPARATION/LABOUR DEPT HEARING (per ½ day session)	RM 750.00		RM 1,000.00	
LEGAL OPINIONS / IR AUDIT	Case to Case Basis			
PREPARATION OF SUBMISSION FOR LABOUR/INDUSTRIAL RELATIONS DEPT (CONCILIATION PROCEEDINGS) – per 1/2 day	RM 1,000.00		RM 1,450.00	
RETRENCHMENT / VSS EXERCISES (per ½ day session)	RM 1,000.00		RM 1,450.00	
REVIEW OF CURRENT HANDBOOK, POLICIES AND PROCEDURES/AGREEMENT	RM 350.00 / Hour		RM 850.00 / Hour	
DESIGNING NEW COMPANY HANDBOOK/POLICIES & PROCEDURE/AGREEMENT	Case to Case Basis			
IN HOUSE WORKSHOP / TRAINING COURSE (up to 25 participants)	RM 5,000 per day Inclusive of notes		RM 6,000 per day Inclusive of notes	

MEMBERSHIP PRICING

No of Employees	1 Year	Extended Promo	
		2 Years (20% Discount)	3 Years (30% Discount)
1 - 250 employees	RM 2,650.00	RM 4,240	RM 5,565
251 - 1000 employees	RM 4,000.00	RM 6,400	RM 8,400
More than 1000 employees	RM 8,000.00	RM 12,800	RM 16,800

* Membership renewal can opt for 2 or 3 years extended membership at 20% & 30% discount respectively

* Prices shown are before 6% SST

SPECIAL OFFER 2021

FREE MALAYSIA EMPLOYMENT LAW REVIEW BOUND VOLUMES 2021

For companies with over 1000 employees; subscribe as a member and be entitled to the 2021 Malaysian Employment Law Review bound volumes.



PICK A PROGRAM & GET MEMBERSHIP FREE ★	OFFERED TRAINING PROGRAMS	ONLINE SESSION
IN-HOUSE & ONLINE TRAINING UNDER SBL-KHAS Sign up for any of the following SBL-Khas In-House or public online training programs and convert it to a FREE IR Law Membership	1 Conducting Workplace Investigations Remotely	APRIL 22 & 23
	2 Domestic Inquiry (Best practices & procedure)	JUNE 8 & 9
	3 Practical Industrial Relations for HR & Line Managers	JULY 6 & 7
	4 Handling Leave, Absenteeism and Problematic Workers	AUGUST 17 & 18
	5 Fundamentals of Unfair Dismissal Claims (Including Constructive Dismissal)	SEPT 14 & 15
	6 Understanding the Employment Act 1955 (Including current proposals to amend the Act)	OCT 13 & 14
	7 Industrial Relations Act 1967 (Incorporating (Amendment) Act 2020)	NOV 16 & 17

Note 1:

- Membership will be activated on the day training commences.
- Companies <1000 employees can choose to run a 1 or 2 day in-house training program
- Companies >1000 employees must run a 2 day in-house program.
- Any additional expenses incurred (trainer travel & accommodation) will be chargeable to the client.

Note 2:

(Public Online Training) To convert to free membership, companies need to send a certain number of trainees across the following programs. 1 - 250 employees: 2 trainees / 251 - 1000 employees: 3 trainees / More than 1000 employees: 6 trainees.

For more information and clarification, please do contact our friendly representatives.

REGISTER AS A MEMBER

Company's Name :

Postal Address :

Location Address :

Tel Number : Fax Number :

Email address :

Name of the trade union of workmen, if any, representing the employees :

Total number of employees :

(Including management staff and foreign workers)

PIC Name : PIC Designation :

PIC Email Address :

Name of Head of Human Resources :

Email Address of Head of Human Resource :

If opting for training promotion, please fill up the following:

Training program selected: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Select Training Mode: ☐ In-house Training ☐ Online Training

Contact person for Training :

Tel No: Mobile No:

Email Address :

Total number of Trainees:

Signature & Date

Company Stamp