



11 February 2026



9:00 AM - 5:00 PM



Cititel Hotel, Penang



Updated content with the most recent updates from LHDN

## INTRODUCTION

With the introduction of the Stamp Duty Audit Framework on January 1, 2026, the Inland Revenue Board (IRB) has intensified audits on a wide range of legal documents, including employment contracts, tenancy agreements, service contracts, loan agreements, share transfers, and more. This seminar is designed to equip HR professionals, legal teams, tax agents, and business owners with critical insights into their stamping obligations. We'll uncover why employment contracts that were long ignored are now under audit scrutiny, and explore the broader compliance landscape involving various commercial instruments. Participants will walk away with actionable strategies to reduce risk, avoid penalties, and stay ahead of enforcement.

## COURSE OBJECTIVES

- To equip participants with practical insights on how the Stamp Duty Act 1949 applies to everyday business and HR documents.
- To guide how to avoid costly mistakes, penalties, and delays through proper stamping and compliance.

## SPEAKER PROFILE

### Ms. Yong Mei Sim

She has more than 30 years experience with the Inland Revenue Board (IRB) Malaysia and was formerly its Principal Assistant Director and Field Audit Manager for the corporate sector. Ms Yong holds a Honours Degree in Social Science majoring in Economics from the Universiti Sains Malaysia and a Masters Degree in Taxation from the Golden Gate University in San Francisco, USA.

## Who Should Attend

CEOs, Managing Directors, General Managers, Chief Financial Officers, Executives, Financial Controllers, Accountants, Auditors, Payroll and HR Personnel, Administrators, Legal firm Executives and Business Owners.



## COURSE OUTLINE

8.30AM Registration

9.00AM **Stamp Duty 101: The Must-Know Basics**

- Key principles, scope, and the new self-assessment regime effective 1.1.2026
- **Why HR Must Care: Stamp Duty on Employment Contracts** 🧨
- Latest IRB enforcement as of 1.1.2025
- RM10 duty isn't the real cost — the risk of audit & penalties
- Common employer mistakes
- Contracts for foreign workers, interns, and expatriates
- RM300 wage threshold issue and exemption proposal

10.30AM Morning Tea break

10.45AM **Stamp Duty Exemptions: The Hidden Gems**

- Reliefs that save thousands (but many miss them!)
- Budget 2025 updates on exemptions

**Fixed vs Ad Valorem: Getting It Right**

- Decoding common errors
- When a RM10 stamp ends up costing RM10,000

**Property Transfers & Share Deals: What Has Changed?**

- Exchange transactions, share transfers & market traps

1.00PM Lunch Break

2.00PM **Stamp Duty Payment Procedures: Avoiding Costly Mistakes**

- Stamping deadlines, late penalties, and overlooked forms

**The Big Shift: Self-Assessment Implementation by 2026**

- How the new system works
- Key roles of employers, HR, and legal teams in compliance

3.30PM Afternoon Tea Break

3.45PM **Stamp Duty Audit Framework: Be Audit-Ready**

- What IRB looks for
- Penalty triggers & red flags
- How to appeal an unfair assessment

4.30PM Question & Answer Session

5.00PM End of Programme

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**Tax Seminar on Are You Prepared for Stamp Duty  
Self-Assessment System -Compliance Start Now**

**FEES: FMM Member: RM 918/pax  
Non-Member : RM 1026/pax**

## REGISTRATION FORM

**FMM Penang (Attn: Nazliza)**

**Email: nazliza@fmm.org.my**

**Tel No : 04-3992057**

**Please register the following participant(s):**

PARTICIPANT 1

PARTICIPANT 2

PARTICIPANT 3

Name : .....

Name : .....

Name : .....

IC No : .....

IC No : .....

IC No : .....

Designation : .....

Designation : .....

Designation : .....

H/P No : .....

*(Please provide mobile number)*

H/P No : .....

*(Please provide mobile number)*

H/P No : .....

*(Please provide mobile number)*

Email : .....

Email : .....

Email : .....

*(Please attach a separate list if space is insufficient)*

**Submitted by:**

NAME : .....

DESIGNATION: .....

COMPANY : .....

EMAIL : .....

MEMBERSHIP NO. : .....

TELEPHONE NO. : .....

FAX NO. : .....

ADDRESS : .....

We hereby confirm that : *(Please tick in the appropriate box)*

We will be **claiming** under **HRD Corp Claimable Courses (SBL-KHAS) Scheme** and **full payment would be made to FMM Institute in the event that no disbursement from HRDCorp under any circumstances.**

We will be **NOT be claiming** under **HRD Corp Claimable Courses (SBL-KHAS) Scheme**. Enclosed cheque/bank draft No \_\_\_\_\_ / bank in slip being payment for \_\_\_ participant(s) made in favour of FMM Institute

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