



# 90-DAYS OF ONBOARDING EMBEDDING INTEGRITY FROM DAY ONE



**ADMISSION FEE**  
**RM89.00** excl. SST  
incl. material and meals  
breakfast & lunch  
(Printed materials and  
e-Certification) ,  
(Non-HRDF Claimable)

**23.10.2025**

**9:00 a.m to 5:00 p.m**  
(breakfast starts at 8:30 a.m)

**REGISTER  
NOW!**



Contact us at  
**Sophie: 010 - 861 1851**



More Information  
**malaysiahrforum.com**



Location  
**Menara PKNS, Petaling Jaya, Selangor**

## 90 Days of Onboarding: Embedding Integrity from Day One

# Introduction

This one-day seminar is designed to help HR professionals, onboarding leads, L&D practitioners, and compliance officers embed a culture of integrity, trust, and accountability from the very first day of employment.

Participants will discover how early ethical exposure significantly shapes workplace behaviour and long-term employee conduct. Through real-life case studies, scenario-based activities, and a hands-on look at effective onboarding tools, this session provides practical strategies for building a values-driven onboarding journey—especially for fresh graduates, interns, and junior-level hires.

Whether you're revisiting your onboarding approach or starting from scratch, this seminar will equip you with the tools to make ethics memorable, practical, and embedded from day one.



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# Course Outline

## First 30-Days: Setting the tone early

Making ethics relatable from Day One.

- Understand different generational perspectives and ethical expectations
- Use storytelling and micro-scenarios to explore real-world ethical dilemmas
- Build ethical “muscle memory” through early and consistent reinforcement

## Day 31 to 60: Reinforcing ethical behaviour through onboarding.

The role of onboarding in shaping organisational culture.

- Recognise how early experiences communicate what truly matters
- Apply culture cues beyond formal policies to shape behavioural norms
- Strengthen ethical alignment before undesirable habits take root

## Day 61 to 90: Institutionalising integrity in practice

Building an integrity-focused onboarding toolkit.

- Create checklists covering code of conduct, reporting channels, and red flags
- Design ethics briefings that include ABAC, PDP, and whistleblowing awareness
- Equip managers and trainers with clear do's and don'ts to reinforce key messages

## Capstone: Red Flag awareness & practical case discussions

What happens when ethics are overlooked.

- Examine real-life examples of ethics breakdowns due to weak onboarding
- Identify common missteps and turn them into proactive learning moments
- Engage in reflective discussions: “If you were the new hire, what would you do?”



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# Learning Objectives

By the end of this seminar, participants will be able to:

- Set a strong ethical tone from day one using relatable storytelling and real-life scenarios
- Reinforce ethical behaviour throughout the first 60 days using onboarding touchpoints and cultural cues
- Design a 90-day ethics onboarding flow with practical tools, briefings, and red flag checklists
- Identify common onboarding missteps and turn them into teachable moments through case discussions

# Targeted Participants

- HR Managers and CHROs
- Talent Acquisition and Onboarding Specialists
- Learning and Development (L&D) Practitioners
- Compliance and Risk Officers
- Line Managers involved in employee onboarding
- SME Business Owners hiring fresh graduates and interns



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# Trainer's Profile

## Shamini Arumugam

As a HRDC Accredited Trainer, Shamini delivers practical training in performance management, talent development, and the intricacies of employment law. With over 20 years of experience in Human Resource Management and Corporate Compliance, she is deeply committed to cultivating high-performing teams, aligning HR strategies with organisational vision, and safeguarding legal compliance in the workplace.

Her experience spans diverse industries such as satellite telecommunications, engineering, media, and education, where she thrives at crafting dynamic HR strategies that elevate employee engagement, fuel organisational success, and ensure strict adherence to legal standards.

