MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

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WORKFORCE PLANNING AND BUDGETING

"Align Talent Supply with Business Demand through Strategic Workforce Planning and Cost Optimization"

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

Introduction

Effective workforce planning is essential to ensuring that the right people with the right skills are in the right roles at the right time — all while maintaining financial sustainability. In today's volatile business environment, organizations face constant pressure to balance workforce capacity, capability, and cost.

Workforce Planning and Budgeting provides participants with the knowledge and tools to develop data-driven workforce strategies that align human capital requirements with organizational goals. The program explores both strategic and operational workforce planning, integrating budgeting techniques that ensure talent investments are cost-effective and yield measurable business value.

Participants will learn how to forecast talent needs, manage workforce supply, and optimize headcount through robust budgeting and scenario planning — empowering HR and business leaders to make informed, strategic workforce decisions.

Objectives

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

- Understand the principles and importance of workforce planning and budgeting.
- Align workforce plans with organizational goals and business strategy.
- Forecast workforce demand and analyze talent supply gaps.
- Apply workforce analytics and data-driven decision-making.
- Develop effective headcount and manpower budgets.
- Integrate financial planning with human resource planning.
- Conduct scenario analysis and workforce optimization.
- Communicate workforce and budget plans to senior management effectively.

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Why Attend

Organizations that master workforce planning and budgeting gain a significant competitive advantage — they can anticipate changes, control costs, and respond rapidly to market shifts.

This course equips participants with the frameworks and analytical skills needed to manage workforce challenges strategically. You will learn to move beyond headcount management to develop integrated, forward-looking workforce strategies that support sustainable business growth and financial efficiency.

Target Audience

This course is ideal for:

- HR Managers and Workforce Planners
- HR Business Partners and Talent Managers
- Finance and Budgeting Professionals
- Strategic Planning and Operations Managers
- Organizational Development and Compensation Specialists
- Anyone involved in manpower planning, HR analytics, or budgeting processes

Individual Benefits

- Master practical tools for strategic workforce analysis and budgeting.
- Enhance analytical and forecasting capabilities.
- Learn to integrate HR metrics with financial planning systems.
- Improve decision-making on staffing, productivity, and cost efficiency.
- Strengthen your role as a strategic HR and business partner.
- Gain confidence in presenting workforce and budget plans to leadership.

Organizational Benefits

- Achieve optimal workforce size and structure aligned with business needs.
- Improve cost management and resource allocation.
- Enhance organizational agility and responsiveness to market demands.
- Strengthen collaboration between HR and Finance functions.
- Support long-term business sustainability through data-driven planning.
- Increase transparency and accountability in workforce investment decisions.

Instructional Methodology

This course combines strategic frameworks with hands-on exercises, including:

- Interactive presentations and facilitated discussions
- Workforce forecasting simulations and scenario planning workshops
- Budgeting and manpower cost analysis exercises
- Case studies from global organizations
- Templates, tools, and models for immediate application
- Group projects and expert-led feedback sessions

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Course Outline

Module 1: Understanding Workforce Planning and Budgeting Fundamentals

Module 2: Linking Workforce Strategy with Organizational Objectives

Module 3: Workforce Demand Forecasting Techniques

Module 4: Supply Analysis and Gap Identification

Module 5: Headcount and Cost Planning

Module 6: Integrating Workforce Planning with Financial and Strategic Planning

Module 7: Workforce Optimization and Scenario Modeling

Module 8: HR Analytics and Metrics for Workforce Decisions

Module 9: Communicating and Reporting Workforce Plans

Module 10: Case Study: Building a Workforce Plan and Budget for a Business Unit

Certification

Upon successful completion, participants will receive a Certificate in Workforce Planning and Budgeting, demonstrating their capability to align human capital strategy with financial planning and organizational performance goals.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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