



SMART
CUSTOM TECHNOLOGY
automating the mundane

HR Survival Course Legislation Overview

Training Workshop

Prerequisites: a basic understanding of the BCEA & LRA,
practical knowledge of labour relations. 3 day workshop.



HR Survival Course

This fun, interactive workshop is an extension of the labour legislation workshop with a more comprehensive understanding and practical application of the principles of current labour legislation, with additional case studies, written exercises, role plays and group discussions. This workshop is designed to assist managers in dealing with day-to-day IR related matters, in line with current labour legislation. Covering both procedural and substantive fairness, in line with the Labour Relations Act and the application of fair employment practices in line with the Basic Conditions of Employment Act. Although a brief overview of all labour legislation as an introduction, the focus is on:

The Basic Conditions of Employment Act

- Purpose and Application
- Regulated Working Hours
- Employment – from recruitment to termination
- Monitoring, enforcement and potential legal proceedings
- Employment Contracts – terms and variations

The Labour Relations Act 66 of 1995

- Requirements of the LRA and how these relate to day-to-day practices
- The management of an organisation – in line with the principles of the LRA
- The principles of both substantive and procedural fairness in terminations of employment
- The potential consequences of an unfair dismissal
- Preparing and presenting a case at the CCMA
- The importance of an objective conflict resolution mechanism
- Group discussions and role plays

OHSACT – dedicated course (see flyer)

COURSE OVERVIEW

An overview of the BCEA and LRA as they pertain to daily labour relations, codes of good practice and relevant templates. Best industry practices and the practical application of labour law regulations and requirements.

ASSESSMENT

A Written assessment with a minimum pass rate of 70%.

Practical assessment through role plays.

WHO SHOULD ATTEND

- Managers

BENEFITS

A practical understanding of both labour relations and labour law, namely the BCEA and LRA, their purpose, relevant regulations, application, codes of good practice and the potential consequences of non-compliance. This course has the added benefit of our offering to join our future training groups for role plays free of charge (for further confidence and practice of key principles).