

EMPLOYMENT ACT 1955 AND DOMESTIC INQUIRY: APPLICATIONS AND IMPLICATIONS



INTRODUCTION

It is imperative for employers, through its Management staff, Human Resources and Industrial Relations personnel, Line Managers and Supervisors as well as anyone involved in Payroll and Benefits Computations and Employees Supervision, to be aware and thoroughly understand the interpretations of the Labour Laws.

Employees' discipline is no longer a simple task. Today, employer-employees relationship has become complex, governed by various legislations which need to be understood and which employers must conduct their employees relationship within the parameters. Improper implementations of Employment Act and other legislations, and improper handling of Domestic Inquiry procedures can result in the Labour Court and the Industrial Court ruling in favour of employees and costly monetary compensation.

WHO SHOULD ATTEND?

- Human Resource Practitioners
- Human Resource Managers/ Executives/ Supervisors/ Officers/ Assistants
- Office Managers/ Administrator
- General Affairs Managers/ Executives/ Line Managers
- Business Owners
- Personal Assistants
- All personnel involved in handling human resources matters, affairs and welfare

COURSE OUTLINE

- Introduction
- Employment Act 1955
- Domestic Inquiry

OBJECTIVES

Clear your confusion over the right applications and effects of the Employment Act 1955 and the Industrial Relations Act 1967 on the process of handling employees' rights, benefits and disciplinary issues.

- Identify and complying with the relevant Labour Act/legislations
- Know how to avoid 'breaching' the labour legislations and employees' contracts
- Know how to handle grievances and investigate misconduct
- Understand the importance of discipline and its correlation with employees motivation
- Know how to conduct Domestic Inquiry and justify recommendations
- Identify the loopholes open to employees
- Protect your company's integrity



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