

TERMINATION OF EMPLOYMENT



INTRODUCTION

Terminations of Employment are due to many reasons. Some due to business changing environment which resulted to business downsizing, company restructuring and closure. Some due to technological advancement which will also project similar negative impact to workers.

There are numerous procedures and regulations to comply to whenever termination of employment arises or when retrenchment exercise is carried out.

HR Practitioners must equip and skilled themselves to manage such situation to minimize creating a stressful and negative work environment.

WHO SHOULD ATTEND?

All new HR practitioners.

OBJECTIVES

The Employment Act 1955 and the Industrial Relations Act 1967 are the two principal labor laws governing employment issues in the country, clear your confusion over the right applications and effects of the Employment Act and Industrial Relations Act on the process of employment termination, the employees' rights and benefits and on handling disciplinary issues.

To equip participants with:

- The understanding on various aspects of employment termination and retrenchment
- Identifying and complying with the relevant Labor Act/legislations
- The awareness of 'Dos' and 'Donts' of Termination and Retrenchment procedures
- Knowing how to avoid 'breaching' the labor legislations and Employees Contracts
- Knowing how to handle grievances and investigate misconduct
- The understanding of the rules and principles of natural justice

COURSE OUTLINE

- Introduction
- What constitute a Contract of Service
- Contract of Service and Contract for Service

- Termination Vs. Dismissal
- Relevant Regulations on Termination of Employment



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