

# CAPACITY BUILDING IN LABOUR LAW

## ABOUT THE COURSE

This skills programme covers various labour laws and will provide a thorough analysis of the Basic Conditions of Employment Act, Labour Relations Act and Employment Equity Act, with specific reference to the most recent amendments.

**This programme is aligned to the following Unit Standard:**

- ***Demonstrate an understanding of employment relations in an organisation***  
(Unit Standard ID 10170 NQF3 – 3 credits)
- ***Monitor and advise on substantive conditions of employment and related rights and obligations in an organisation***  
(Unit Standard ID 11909 NQF5 – 5 credits)
- ***Participate in the implementation and utilisation of equity related processes***  
(Unit Standard ID 10983 NQF4 – 5 credits)

## COURSE DETAILS

<b>Date:</b>	5-6 September 2022 (Part 1) 19-20 September 2022 (Part 2)
<b>Venue:</b>	Online via Zoom
<b>Time:</b>	09h00 – 15h30
<b>Price</b>	R7 350 (excl. VAT)
<b>POE Cost:</b>	R1 170 (excl. VAT)- SSETA; or
<b>(Optional)</b>	R1 730 (excl. VAT) - SABPP

All online courses are subject to minimum delegate numbers

All workshops are offered as customised In-house training that can be presented virtually or on-site. Contact us for more information.

## COURSE OUTLINE

- **The Labour Relations Act** A comprehensive analysis of the LRA including: Collective Bargaining and Collective agreements; Strikes and Lock-outs; Dispute Resolution; Dismissal – Unfair Labour Practice.
- **Skills Development Act:** The NSA; SETA'S; Learnerships; Skills Programmes.
- **Employment Equity Act:** Prohibition of Unfair Discrimination; Affirmative Action; Commission for Employment Equity; Monitoring, Enforcement and Legal Proceedings; Protection of Employee Rights.
- **The Basic Conditions of Employment Act** A comprehensive analysis of the BCEA including: Purpose and Application; Regulation of Working Time; Leave Provisions; Particulars of Employment and Remuneration; Termination of Employment; Sectoral Determinations; Monitoring, Enforcement and Legal Proceedings; Codes of Good Practice.
- **Further Emphasis on Employment Equity:** Establishment of a committee; The role and function of an EE committee; Example of an EE plan; EE reporting.
- **Special Focus:** Handling Absenteeism

# REGISTRATION FORM

To secure your place at this webinar – please complete and sign the following and email the booking form to Cynthia Streicher: [cynthia@globalbusiness.co.za](mailto:cynthia@globalbusiness.co.za)

Our standard procedure is to acknowledge receipt of registration in writing.  
If you have not received same, please contact us to confirm we have received your registration before incurring any additional expenses

<b>Course Name:</b>		<b>CAPACITY BUILDING IN LABOUR LAW</b>				<b>Date:</b>	<b>September 2022</b>		
<b>East London</b>		<b>Johannesburg</b>		<b>Port Elizabeth</b>		<b>Cape Town</b>		<b>Durban</b>	
<b>Company Name :</b>						<b>Tel No:</b>			
						<b>Fax No:</b>			
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<b>Physical Address:</b>						<b>Dietary requirements/ allergies:</b>			
						<b>*Additional costs may be incurred</b>			
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<b>DELEGATE DETAILS</b>									
	<b>Delegate Name</b>	<b>ID Number</b>	<b>Email</b>				<b>Cell No.</b>		
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**Terms and Conditions:** The accepted applications to attend the Global Business Solutions courses are in every case subject to these terms and conditions. **Payment:** Payment must be made in full in advance. \*Quote excludes cost of credit card transactions using PayFast. \*Should you choose to make use of this payment method 4.5% will be added to your invoice in respect of PayFast fees. **Cancellations:** Cancellation must be made in writing and received by Global Business Solutions 5 working days prior to the course start date. Transfer fees may be charged in the case of transfers to another programme. **Any cancellation or transfer instruction received less than 5 days prior to the course/workshop start date, do not entitle the cancelling or transferring delegate to any refund or credit note and the full fee must be paid. Non-attendance on all or any one of the workshop days without written cancellation will result in no entitlement to any refund or credit and the company / delegate will be liable for the full fee.** **Indemnity:** Global Business Solutions is absolved and indemnified against any loss or damage as a result of alteration or cancellation/postponement of any seminar arising from any cause whatsoever, including without limitation, any fortuitous even, Act of God, unforeseen occurrence or any other event that renders performance of the event impracticable or impossible. A “fortuitous event” includes, but is not limited to, war, fire, meals, riot, industrial action, extreme weather or other emergency. **Warranty of Authority:** The signatory warrants that he/she has the authority to sign this Application and agrees to be personally liable to Global Business Solutions for payments falling due pursuant thereto should such warranty is breached. In the event that Global Business Solutions is obliged to take action against the participant and his/her employer shall be liable for and shall pay all costs, including attorney and client costs and collection commission. I hereby consent to giving my personal information to GBS to use my personal information to store and pass it onto third parties if necessary (CRM, LMS, QCTO, SETA, ETQA, SABPP & DHET). GBS has taken the necessary steps to comply with the provisions of the POPI Act and its regulations by conducting an impact assessment and developing a framework for compliance. In this regard, GBS warrants that it shall not use the information provided herein for purposes other than those set out in our privacy policy. GBS advises that in addition to the fields of information required below to deliver in terms of this agreement, it shall also require learner details in order to comply with the statutory requirements of, inter alia, the Skills Development Act and the systems requirements of our Learner Management System. In the absence of this information, GBS may not be able to deliver against its mandate. Furthermore, by accepting the terms of this agreement, you also understand and accept that GBS may have to further process the personal information received in this and other associated documents by transmitting it to other organisations as may be required such as SETA’s, ETQA’s, Professional Bodies and the like. In the event that you or any data subject wish to engage with our Information Officer and/ or access our Privacy Policy, please visit our website [www.globalbusiness.co.za](http://www.globalbusiness.co.za)

<b><i>I acknowledge that I have read, understood and accept the Terms and Conditions (including Payment Terms) and hereby apply for registration on behalf of myself (if a single delegate) or on behalf of the undermentioned organisation which I am duly authorised to represent.</i></b>		
<b>Name of Organisation:</b>		<b>Date:</b>
<b>Name of person responsible for Payment:</b>		<b>Email:</b>
<b>Job Title (specific):</b>		
<b>Signature:</b>		
<b>FEE EXCLUDING VAT PER DELEGATE (Please select an option)</b>	<b>COST/ DELEGATE</b>	<b>TOTAL</b>
<b>Course Name: Capacity Building in Labour Law (4 Days)</b>	R7350 (excl. VAT)	
<b>Portfolio of Evidence: Option 1 – SSETA Accreditation</b>	R1170 (excl. VAT)	
<b>Portfolio of Evidence: Option 2 – SABPP Accreditation</b>	R1730 (excl. VAT)	
<b>Please indicate method of payment</b>	EFT	*Credit Card
<b>HOW DID YOU FIND OUT ABOUT THIS COURSE?</b>	<b>E-mail:</b>	<b>GBS Website:</b>
		<b>Other (Please specify):</b>