

Public Courses 2019 (January-June)



As labour law experts we provide the delegates with training programs that are current and up to date on a vast array of labour law and HR topics



	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
1	Public Holiday				Worker's Day	Weekend
2		Weekend	Weekend			Weekend
3		Weekend	Weekend			
4				Course 4 (JHB)	Weekend	Breakfast (JHB)
5	Weekend	Breakfast (JHB)	Course 10 (JHB)	Weekend	Weekend	
6	Weekend			Weekend	Course 8 (JHB)	
7		Breakfast (CPT)	Course 10 (CPT)	Weekend	Three days	Weekend
8						Weekend
9		Weekend	Weekend	Course 15 (JHB)		Weekend
10		Weekend	Weekend	Course 19 (JHB)		
11				Course 15 (CPT)	Weekend	Course 10 (JHB)
12	Weekend	Course 8 (JHB)	Course 2 (JHB)		Weekend	
13	Weekend	Three days	Two days	Weekend		Course 10 (CPT)
14				Weekend	Course 8 (CPT)	
15					Three days	Weekend
16		Weekend	Weekend			Weekend
17		Weekend	Weekend			
18					Weekend	Course 3 (JHB)
19	Weekend	Course 8 (CPT)		Good Friday	Weekend	
20	Weekend	Three days		Weekend		Course 3 (CPT)
21			Human Rights Day	Weekend		
22				Family Day	Course 2 (JHB)	Weekend
23	Course 7 (JHB)	Weekend	Weekend		Two days	Weekend
24		Weekend	Weekend			
25					Weekend	
26	Weekend		Course 3 (JHB)		Weekend	Course 6 (JHB)
27	Weekend	Course 6 (JHB)		Weekend		
28			Course 3 (CPT)	Weekend		
29					Course 18 (JHB)	Weekend
30			Weekend			Weekend
31			Weekend			

LEGEND

- Course 1** - Comprehensive Guide to Employment Equity
- Course 2** - Chairing & Initiating Disciplinary Hearings, a two day course
- Course 3** - Investigating & Charging in Disciplinary Hearings
- Course 4** - Conflict Management & Collective Labour Law
- Course 5** - Workplace Discipline & Dismissal
- Course 6** - Managing day to day HR
- Course 7** - Guide to Retrenchments & Transfer of Business
- Course 8** - Conducting Conciliations & Arbitrations in the CCMA
- Course 9** - Legislation's effect on your Company and its management
- Course 10** - Basic Labour Relations - Overview of the LRA & BCEA
- Course 11** - Amendments to Labour Legislation
- Course 12** - Recruitment and Selection - POPI Act
- Course 13** - Labour Laws - Basic introduction for practitioners
- Course 14** - Review and condonation applications in the labour court
- Course 15** - Protection Of Personal Information Act
- Course 16** - Managing Labour Relations for HR Practitioners
- Course 17** - Transformation Management
- Course 18** - Occupational Health and Safety Act
- Course 19** - Incapacity, poor performance and ill health
- Breakfast** - POPIA Protection of Personal Information Act



T: 012 345 2955 | F: 012 345 1921



moreinfo@laboursmart.co.za



Suite 4, Ground Floor, Southdowns Office Park, Centurion

www.laboursmart.co.za

NOTE: All courses available as in-house training, presented at the premises of the client