



2<sup>nd</sup> – 3<sup>rd</sup> May 2019



Hilton Hotel, Lusaka

Every company can be faced with a Redundancy / Retrenchment situation at any time. On one hand, Redundancy, Retirement and Retrenchment may be said to be necessary for running a successful organization but on the other hand may impact and lead to losing the most qualified and experienced employees.

## COURSE OBJECTIVES

Participants will:

- Understand the legislation governing Redundancy, Retrenchments and Retirements
- Understand the legal procedures and steps an organization should take when going through a Redundancy/ Retrenchment procedure
- Learn how to avoid being sued for Constructive Dismissal, wrongful termination or unfair termination
- Recognise and identify when redundancy and retrenchment are necessary in the organisation
- Learn how to practically safeguard the interest of both the organization and the affected employees before, during and after the process.
- Discover how to ensure remaining employees become productive throughout the whole process and reduce the negative impact of redundancy whilst keeping them motivated and secure.
- Learn how to work-out payroll calculations and computations as full and taxation on final payment for exiting staff
- Appreciate how to conduct future search training for exiting staff in order to make them survive the after impact and continue leading productive life styles
- Understand how to deal with vacated positions using your Succession Planning Process

## WHO IS TO ATTEND

Directors, Decision Makers, HR Practitioners, Line managers, Supervisors, Executives, Trade union leaders, Administrators, Union representatives, Labor Consultants, Operation Managers and all those who may be involved in managing and administering redundancy process.

## FEES, DISCOUNT AND CONTACTS



**K4,500 per person**

Inclusive of tax, teas, lunch and course materials and certificates. Excludes accommodation, dinner, transport.



For reservations, inquiries and /or requests for Course Content, kindly contact :  
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