

## Employment Equity – Easy steps for Legal Compliance

<b>Name of workshop</b>	Employment Equity – Easy steps for Legal Compliance
<b>Outcome of workshop</b>	To understand the Employment Equity Act and the requirements in terms of the Act. To equip delegates with the skills to engage in meaningful consultation with management in terms of Employment Equity matters.
<b>Workshop suitable for</b>	<ol style="list-style-type: none"> <li>1. Employment Equity Committee Members;</li> <li>2. Employment Equity Managers;</li> <li>3. HR Practitioners and Professionals.</li> </ol>
<b>Duration of workshop</b>	One day
<b>Workshop includes</b>	<p>Printout of the slides/presentation;</p> <p>CD containing relevant Employment Equity templates and guidelines – all the information you need in order to implement Employment Equity successfully in your organization.</p> <p>Certificate of Attendance.</p>
<b>Workshop content</b>	<ol style="list-style-type: none"> <li>1. Defining and understanding related terms: Employment Equity, Diversity, Affirmative Action, Fair Discrimination, Unfair Discrimination.</li> <li>2. The role and constitution of the Employment Equity Committee.</li> <li>3. The role and mandate of the Employment Equity Managers.</li> <li>4. The requirements and implementation of Employment Equity policies.</li> <li>5. Employment Equity Plans.</li> <li>6. Employment Equity Committee Meetings and the matters for discussion.</li> <li>7. Complying with Employment Equity legislation and preparing your organisation for a Compliance Audit from the Department of Labour.</li> <li>8. Communication and record keeping for Employment Equity purposes.</li> <li>9. The relationship between Employment Equity and the Revised BBBEE Codes – how to get the maximum points for Employment Equity on your BEE scorecard.</li> <li>10. Equal pay for equal work.</li> </ol>

<b>Investment</b>	<p><b>R 1 736-84 (excl. Vat) per delegate</b></p> <p><u>Terms and conditions:</u></p> <ul style="list-style-type: none"> <li>• 100% payment is due on acceptance and presentation of an invoice – please note that bookings will only be confirmed once payment has been received</li> <li>• Should the registered delegate(s) cancel within 14 days before the training date 50% of the total fee will be forfeited</li> <li>• Should the registered delegate(s) cancel within 7 days before the training date 100% of the total fee will be forfeited</li> <li>• Should a delegate not be able to attend, a replacement delegate is welcome to attend in their place at no additional cost (please send replacement delegates name for certificate purposes at least 48hrs prior to the training date)</li> </ul>
<b>Date, time and venue</b>	<ul style="list-style-type: none"> <li>• Thursday 17 September 2015</li> <li>• Registration 8h00 for 8h30 – 15h30</li> <li>• Soli Deo Gloria Boutique Hotel in Randburg. (Map and directions available upon request).</li> </ul>
<b>CPD Accreditation/ Value Add</b>	<p>This Workshop is accredited by the University of Free State (PSB002/049/03/2014 for 6 CEU/CPD (Continuous Professional Development) points for Psychologists and Health professionals (i.e. Psychometrists and Intern Psychologists).</p> <p>Please contact <a href="mailto:melandi@beyondconsulting.co.za">melandi@beyondconsulting.co.za</a> for further information.</p>