



**Workshop Facilitator:**  
**Asif Amin (Advocate)**

**EMPLOYEE  
TERMINATION**



# THE LAW OF RETRENCHMENT & TERMINATION

**(with Latest Labour Laws Changes)**

Date & Venue:

23rd November-2017, Falettis Hotel, Lahore.

## Course Introduction

With the passage of time Labour Laws have been enacted and brought major changes till 2016. After 18th Constitutional Amendment every provinces have their own enacted Employment Laws. It is necessary for every organization to know major changes and important provisions of Employment Laws related to Retrenchment and Termination.

Workplace grievances may occur as long as there is an Employer-Employee relationship. When grievances are not identified and handled amicably, employee morale can be affected, leading to lower engagement level and productivity, and higher attrition as employees lose confidence with the leadership.

Disciplinary action is sometimes necessary to maintain the decorum of the organization. Grievance handling and disciplinary actions are both challenging aspects of employee management, but it has got to be done when the need arises. Without knowing legal criteria and legal obligations, disciplinary action may leads towards sever litigation problems which may cost organization severely.

This workshop is especially designed for Human Resources , Industrial & Employee Relations Professionals that how to conduct disciplinary action against Employees with sound legal understanding and how to avoid Legal loopholes in disciplinary actions according to the theme of Employment Laws.

After this workshop Participants will learn how to avoid long lasting litigation and will able to conduct & follow proper legal procedure for Disciplinary Actions against Employees as per Employment Law of Pakistan.

## Course Contents

- Retrenchment as per Labour Laws
- Retrenchment Procedure as per Employment Laws
- How and When Retrench Employees
- Legal Grounds of Retrenchment
- Superior Courts Judgments on Retrenchment
- Employee Discipline & Labour Laws
- Employees Categories as per Labour Laws
- Employee Grievances & Redress of Grievances
- Disciplinary Action as per Labour Laws
- The Role of Trans-provincial Organizations
- Show Cause Notice & Charge Sheet
- Time Bar Charge Sheets
- Mistakes in Charge Sheets
- Types of Misconducts
- How to conduct Enquiry
- Enquiry Procedure as per Labour Laws
- Office Bearer of Trade Union and Enquiry reactions
- Enquiry during Industrial Disputes
- Loopholes in Enquiry Procedures
- Case Laws of Enquiry Defects
- Case Laws of Re-instatement
- Natural Justice & Social Justice according to Employment Laws
- Guilty of Misconduct as per Labour Laws
- Punishments & Penalty Procedure as per Law
- Judicial Forums for Employees
- Termination, Dismissal, Suspension, Discharge,
- Layoffs, Retrenchment, Resignation, Retirement
- How to take Prohibitory Orders from Courts
- Legal Remedies & Defenses
- Legal Dues

## Who should attend?

- HR professionals,
- Legal Professionals,
- IR Professionals
- ER Professionals
- Administration Professionals.
- Finance Professionals.
- Human Resources Professionals.
- Industrial Relations Professionals.
- Employees Relations Professionals.
- Industrial Relations Professionals
- Employees Relations Professionals
- And those who want to learn.

## Trainer's Profile



## Asif Amin (Advocate)

Mr. Asif Amin (Advocate) has over 16 years of service experience in multi-national and national organizations. Some of his renowned serving organizations' sectors include Pharmaceutical, Banking, Telecommunication, FMCGs, Health Care etc. He has conducted numerous workshops on corporate management & legal topics, imparted training to employees of various leading multi-national and well known organizations in Pakistan. He has provided training to over 4000 professionals from more than 400 plus leading MNCs and Well Known Corporate Organizations in Pakistan. He is enrolled Advocate and being a Legal Consultant specific dealing in Human Resources Management, Industrial Relations, Employment & Commercial Laws. He has also participated in various Live Business Talk Shows.

## Following is a list of Corporate Clients



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Quickbiz Cancellation Policy:  
Substitutions are welcome. cancellation must be confirmed by email. For Cancellation made in the 05 working days to the workshop, no refunds will be given.