

Relevant, practical training that is immediately applicable and delivers results

As the fields of labour, HR and IR evolve over time, so the need for training that is specific, relevant and practical increases.

In response to this need, our experienced labour specialists develop customised training courses which incorporate the specific requirements, disciplinary codes and procedures of the organisation as well as case studies and role plays to ensure it is immediately applicable.

Here is what FNB delegates had to say about the customised Disciplinary skills and Grievances course we recently rolled out to them:



“On behalf of the Provincial team that attended the recent IR intervention I would like to pass our sincerest appreciation for your organisation of the intervention. In the recent past we have attended a couple of IR interventions and I think from a qualitative point of view there is no comparison when compared with what we were exposed to during this session. In my interaction with the managers that have attended I have only had positive feedback.”

Msingathi Sipuka *Provincial Knowledge Manager, FNB*

“It was by far the most in-depth, well-constructed and presented training intervention I have attended. I not only learnt the basic legal elements in the discipline process but have a new paradigm regarding my role as a Manager and grew in the process. I was able to identify the gaps and shortfalls that I have in the daily Management of my team, and have subsequently started realigning certain values and norms within my business.”

Melissa Kuhn *Sales Manager, FNB*

WHY CHOOSE LEXISNEXIS?

✓	Level 3 B-BBEE contributor	✓	Fully accredited training provider
✓	Well established – in SA since 1934	✓	National Presence – offices in Durban, Cape Town, Johannesburg and Port Elizabeth
✓	Incorporating CBA Training since 1997	✓	Impeccable training track record
✓	Accurate up to date material	✓	Ability to customise material
✓	Practical, outcomes-based courses	✓	Qualified, experienced trainers

Call us to arrange a meeting to discuss the specific training requirements of your organisation:

Tel: 031 268 3501 or email cba@lexisnexis.co.za

For more information, go to www.lexisnexis.co.za



PUBLIC COURSE SCHEDULE – JULY TO DECEMBER 2010

WORKSHOP	DATE 2010	LOCATION
Shop Stewards	7-9 July 28-30 July	Johannesburg East London
Cross Examination	14-16 July 21-23 July 21-23 July	Cape Town/Durban Johannesburg / East London Nelspruit / Bloemfontein
Conflict Resolution and Negotiation Skills	28-30 July	Cape Town / Johannesburg / Durban
Disciplinary Skills – Chairing and Representing a Party	18-20 August 25-27 August	Johannesburg / Port Elizabeth Nelspruit / Bloemfontein
Advanced Law of Evidence	4-6 August 18-20 August	Johannesburg Cape Town / Durban
Harassment in the Workplace	16-17 September 30 Sept – 1 Oct 9-10 September	Cape Town Johannesburg Durban
Essential Labour Law	7-8 September 9-10 September 22-23 September	Port Elizabeth Nelspruit / Bloemfontein Johannesburg
Labour Court Proceedings	15-17 September 21-23 September 29 Sept – 1 Oct	Cape Town Bloemfontein Nelspruit
Ill-health and Poor Performance	29 Sept – 1 Oct 29 Sept – 1 Oct 6-8 October	Johannesburg / Bloemfontein Port Elizabeth Nelspruit
Investigation and Report Writing	6-8 October 13-15 October	Johannesburg Cape Town / Durban
Employment Equity	19-20 October 21-22 October	Johannesburg / Port Elizabeth Nelspruit / Bloemfontein
Shop Stewards	27-29 October	Johannesburg / Durban / Cape Town
Conciliation and Arbitration	2-5 November 9-12 November	Port Elizabeth / Nelspruit Johannesburg / Bloemfontein
Legal Compliance in Appointments and Promotions	17-19 November 24-26 November	Durban / Cape Town Johannesburg
Labour Relations Act	1-3 December 7-9 December	Johannesburg / Port Elizabeth Bloemfontein / Nelspruit

For more information or an inhouse quotation on any of these courses call 031 268 3501 or email cba@lexisnexis.co.za. Don't forget to view a free demo of our employee management tool at www.lrmanagement.co.za.