



## **HR Essentials—navigating the legal minefield and meeting your obligations**

Since the Fair Work Act (2009) commenced, organisations, are under increasing pressure to understand the areas of risk arising from laws that govern Australian workplaces. In particular, critical issues such as recruitment, business re-structuring, dismissals and general employee engagement, are areas that cause major concern if they are not done properly.

This practical ½ day workshop revisits an employer’s important responsibilities in relation to key topics such bullying & harassment, chain of responsibility, performance management, unfair dismissal, workplace health and safety, and Modern Award payments.

## TABMA Trainers are Leading Industry Experts with extensive experience in the Industry!

### What this workshop will cover...

- \* Update on WHS requirements including a checklist of essential WHS strategies that must be in place
- \* Strategies for managing under performance and how to avoid unfair dismissals
- \* Handling conflict, bullying and harassment in the workplace
- \* Changes to the Modern Award—what does it mean for your business
- \* Chain of responsibility—tougher laws and newer penalties for breaches—how to ensure you are compliant
- \* Drug and alcohol policies why you need them
- \* Codes of conduct—are they really necessary?
- \* Case studies and real workplace examples

# HR Essentials

**Call 1300 693 483**

**1/2 Day Course Only \$195!**



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