

## Public Workshop Outline: Employment Equity Do's and Don'ts Workshop

<b>Name of workshop</b>	Employment Equity – Do's and Don'ts
<b>Outcome of workshop</b>	<ol style="list-style-type: none"> <li>1. To understand the Employment Equity Act and the requirements in terms of the Act.</li> <li>2. To equip delegates with the skills to engage in meaningful consultation with management in terms of Employment Equity matters.</li> </ol>
<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</li> <li>4. Senior and Top Management.</li> </ol>
<b>Duration of workshop</b>	1 day
<b>Workshop includes</b>	<ol style="list-style-type: none"> <li>1. Printout of the slides/presentation;</li> <li>2. CD containing relevant Employment Equity templates and guidelines;</li> <li>3. Attendance certificate;</li> </ol>
<b>Workshop content</b>	<ol style="list-style-type: none"> <li>1. What does Employment Equity mean in simple terms and what is included and excluded in the scope of Employment Equity matters?</li> <li>2. What is the role of an Employment Equity Committee?</li> <li>3. What is the role of Employment Equity Managers?</li> <li>4. The requirements and implementation of Employment Equity policies.</li> <li>5. Employment Equity plans and the Committee's role in terms of monitoring the implementation of the Plan.</li> <li>6. Employment Equity Meetings – how should this be conducted, how often and what should be discussed?</li> <li>7. What is Affirmative Action (AA)?</li> <li>8. What is defined as fair and unfair discrimination?</li> <li>9. What needs to be done in order to comply with the Employment Equity Act?</li> <li>10. How to give feedback to employees on Employment Equity matters and how to engage in meaningful consultation with management regarding Employment Equity matters?</li> <li>11. Identification of EE Barriers and overcoming these.</li> </ol>
<b>Investment</b>	<b>R 2, 350.00 (excl. Vat) per delegate</b>
<b>Dates, time and venue</b>	<ul style="list-style-type: none"> <li>• 14 August; 27 August and 04 September 2014. Registration 9h00 for 9h30 – 15h30</li> <li>• Soli Deo Gloria Boutique Hotel in Randburg. 330A Boundary Road Northriding</li> </ul>
<b>CPD Accreditation/ Value Add</b>	This Workshop is accredited by the University of Free State for 6 CEU/CPD (Continuous Professional Development) points for Psychologists and Health professionals (i.e. Psychometrists and Intern Psychologists). Please contact <a href="mailto:melandi@beyondconsulting.co.za">melandi@beyondconsulting.co.za</a> for further information. PSB002/049/03/2014
<b>Register</b>	Contact <a href="mailto:melandi@beyondconsulting.co.za">melandi@beyondconsulting.co.za</a> for more information.