

# Labour Law For HR Professionals

## Continuing Professional Development

### Instructor:

Antigoni Fakonti & Koulla Michaelidou

### Aim:

To provide an understanding of the areas of Labour Law that most often arise in their daily exercise of their duties and the regulatory regime and general practice relevant to them.

### Objectives:

To provide the participants with an understanding of:

- The need to have a written employment agreement and the key provisions that need to be covered therein;
- Termination (notice requirement and procedure)
- Sick leave;
- Maternity leave; Paternity leave; Parental leave

### Who should attend the seminar?

- HR Professionals;
- Staff Managers;
- Payroll service providers;
- Junior lawyers;
- Other professionals whose duties include the drafting of employment contracts and addressing labour law matters.

09 October 2023  
10:00-14:30 (4 CPD Units)

**Registrations:**  
Fee: €150  
Click [here](#) to register

**SEMINAR PROGRAMME**

		<b>Labour Law For HR Professionals</b>
<b>Time</b>	<b>Duration</b>	<b>Description</b>
10:00 – 11:15	1:15	<b>Introduction:</b> <ul style="list-style-type: none"> <li>• Offer of employment – purpose it serves and information to be included</li> <li>• Contract of employment:               <ol style="list-style-type: none"> <li>1. Do we need one? When and why?</li> <li>2. What should it cover?</li> <li>3. How should it be executed?</li> </ol> </li> </ul>
11:15 – 11:30	0:15	<b>C O F F E E B R E A K</b>
11:30 – 12:45	1:15	<b>Termination:</b> During probation After probation Termination notice (by employer / by employee / mutual) Reasons – do they play a role? Notice Entitlements
12:45 – 13:15	0:30	Sick leave Entitlement Requirements Employer’s policy Social insurance
13:15 – 13:30	0:15	<b>C O F F E E B R E A K</b>
13:30 – 14:30	1:00	<b>Maternity leave; Paternity leave; Parental leave</b> <ul style="list-style-type: none"> <li>• Entitlements</li> <li>• Requirements</li> </ul>
<b>TOTAL NET DURATION</b>	<b>4:00</b>	<b>END OF SEMINAR</b>

**Certification:**

All participants will be awarded a certificate. Each hour of attendance will account for one unit of Continuing Professional Development (CPD) as required for members of most professional bodies.

**In-house Seminars:**

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