



LEGAL BEST PRACTICES IN

**CRAFTING YOUR HR
CODE OF DISCIPLINE**

**FRIDAY, 7 DECEMBER 2018 * 9:00AM TO 5:00PM
MANILA MARRIOTT HOTEL, PASAY CITY, PHILIPPINES**

You may have your HR policies and contracts in order, but do you have an effective code of discipline aligned with labor laws? This is a separate document that should form part of your HR best practices.

An HR Code of Discipline defines what penalties employees are accountable for in case they violate the rules. When you do this right, you can fully enforce your rules without conflict and avoid disputes with your employees. This is one of the most effective ways to prevent people problems, discipline erring employees, and professionalize your workforce.

In this special one-day training, we will teach you how to design and craft your code of discipline the right way. We'll provide you with ready-made templates so you can easily create one for your company. You can save so much money when consulting a lawyer. And if you have a code of discipline already, attending this seminar will allow you to validate it if it is still updated with the recent changes in the labor laws!

Course Director & Lecturer: Atty. Elvin Villanueva – is a specialist in and practitioner of labor and tax laws. He has written 16 best-selling books namely: Guide to Valid Dismissal of Employees, Guide on Employee Compensation and Benefits Vol. 1 & 2, Guide on Wage Order and Minimum Wage, Batas Kasambahay; Gabay sa Karapatan ng OFWs, Guide on Employee Transfer and Demotion, Human Resource Forms, Notices and Contracts Vol. 1 & 2, Guide to Valid Job Contracting & Subcontracting, How to Design and Formulate Company Code of Discipline, Employee Leave Benefits, Tax Solutions on Employee Compensation and Benefits, Real Estate Practice in the Philippines, Digest of Critical Decisions of the Supreme Court on Labor Cases (2015-2018 cases) and The Labor Code of the Philippines 2018 Edition. His advocacy is to help companies and employees solve their HR issues.

Who Should Attend:

- ✓ Business Owners/ Employers
- ✓ Board Directors
- ✓ Company Presidents & Top Management Decision-Makers
- ✓ HR Practitioners & Managers
- ✓ Lawyers
- ✓ Trade Union Representatives
- ✓ Business Consultants

Seminar Investment is P9,980

inclusive of AM & PM Snacks, Lunch Buffet, Resource Kit, and Certificate of Attendance

Avail of the 5% Group Discount for attendees of 3 or more

LIMITED SEATS ONLY
PRE-REGISTRATION REQUIRED

REGISTER NOW and avail of Early Bird & Group DISCOUNTS

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