

# FEBRUARY

DISTANCE LEARNING

FEBRUARY  
**03** 3HRS  
INCAPACITY, POOR  
PERFORMANCE & ILL-  
HEALTH



FEBRUARY  
**12** 3HRS  
PROTECTION  
OF PERSONAL  
INFORMATION ACT  
(POPIA)



FEBRUARY  
**17** 6HRS  
INITIATING  
& CHAIRING  
DISCIPLINARY  
HEARINGS



FEBRUARY  
**24** 3HRS  
DEALING WITH  
WORKPLACE  
GRIEVANCES



# MARCH

DISTANCE LEARNING

MARCH  
**03** 3HRS  
BASIC LABOUR  
RELATIONS - LRA &  
BCEA



MARCH  
**10** 3HRS  
INVESTIGATING  
& CHARGING IN  
DISCIPLINARY  
HEARINGS



MARCH  
**17** 3HRS  
MANAGING  
WORKPLACE  
DISCIPLINE



MARCH  
**24** 9HRS  
CONDUCTING  
CONCILIATIONS &  
ARBITRATIONS IN THE  
CCMA



# APRIL

DISTANCE LEARNING

APRIL  
**04** 3HRS  
PROTECTION  
OF PERSONAL  
INFORMATION ACT  
(POPIA)



APRIL  
**07** 3HRS  
GUIDE TO  
EMPLOYMENT  
EQUITY



APRIL  
**11** 3HRS  
INCAPACITY, POOR  
PERFORMANCE & ILL-  
HEALTH



APRIL  
**14** 6HRS  
INITIATING  
& CHAIRING  
DISCIPLINARY  
HEARINGS



# MAY

DISTANCE LEARNING

MAY  
**05** 3HRS  
CROSS EXAMINATION  
SKILLS



MAY  
**12** 3HRS  
MANAGING HR  
CHALLENGES



MAY  
**19** 3HRS  
BASIC LABOUR  
RELATIONS - LRA &  
BCEA



MAY  
**26** 3HRS  
GUIDE TO  
RETRENCHMENTS

