



Performance Management, Disciplinary Action and Termination – *do you have appropriate processes in place?*

There are many legal issues which are fundamental to performance management, disciplinary action and termination of employment. This program covers the key legal principles in these areas.

At the end of this program participants will be able to identify when performance management or disciplinary action is required; be aware of a process for conducting performance management; be aware of options for disciplinary action and considerations in selecting between these; understand possible legal consequences of terminating employment in light of Work Choices; and have considered some strategies to improve performance management and disciplinary action processes to reduce legal risks.

Our ***Performance Management, Disciplinary Action and Termination*** one-day program is being offered on the following dates:

Melbourne: 17 October
Sydney: 18 October
Perth: 18 October
Brisbane: 19 October

The cost of this workshop is \$850 +GST. Payment can be made by MasterCard, Visa or cheque.

The registration form attached is a valid tax invoice.

For further information and registration please see the program flyer:

<http://www.bdw.com.au/areas/ir/workplace.asp>

If you would like to attend this workshop, please complete the registration form on the back of the program flyer.

Should you have any queries, please contact Anita Gilbert by email anita.gilbert@bdw.com or phone (02) 9258 6983.

We look forward to seeing you soon.

Regards

Jan Dransfield

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