

Disciplinary Action & Termination Procedures

Clear disciplinary and termination procedures make sure that a company's standards of conduct and performance at work are followed. This training provides factories with a built in method to understand, monitor and address human resource challenges.



Course Content	Learning Objectives	Benefits
◆ Types of employment contracts ◆ Types of misconduct and supporting documents ◆ Policy and procedures for termination	◆ Understand the different types of employment contracts ◆ Describe what an employment contract should include regarding termination ◆ Define misconduct and the appropriate and legal disciplinary procedures ◆ Understand the policy and procedures for termination	◆ Ensures factories comply with the law, avoid penalties and meet buyer requirements ◆ Fewer work stoppages, strikes and other disturbances ◆ Reduced absenteeism and improved worker retention



Participants

Union representatives,
Managers, Supervisors
& Workers



Class Size

25 per class



Venue

BFC Office or Factory



Duration

1 day, 08:30 - 16:30

Registration

Better Factories Cambodia Office
No. 9 St 322, Phnom Penh

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