

Conducting a Disciplinary Hearing Workshop and Assessment



This 2 day workshop is designed for Supervisors and Management who wish to be accredited to run Disciplinary Hearings. The workshop provides a comprehensive guideline in running a disciplinary Hearing with the appropriate processes and decisions within a workplace.

The workshop includes an assessment of the delegates. Delegates who pass the assessment will receive a certificate of competence to run Disciplinary Hearings and their credits will be registered on the national database.

Workshop Content:

- ◆ Introduction
- ◆ Substantive & Procedural Fairness
- ◆ Poor Performance & Health
- ◆ Code of Good Practice
- ◆ Introduction to Disciplinary Hearings
- ◆ Preparation for Disciplinary Hearings
- ◆ Conducting of Disciplinary Hearings
- ◆ Outcomes for the Disciplinary Hearings
- ◆ Appeals & Procedures

Requirements:

- ◆ Workshops are run either in a suitable facility at the clients premises or at selected venue that is off-site.
- ◆ The client is required to source a suitable venue for the running of the workshop.
- ◆ Workshops are run with a minimum of 6 people

Unit Standard—10985

Duration: 2 Days

Fees: R2300 per person excluding VAT
Excluding Assessment and Certification
(Gauteng)

R2900 per person excluding VAT
Excluding Assessment and Certification
(KZN)

R3300 per person excluding VAT
Excluding Assessment and Certification
(Cape Town / Port Elizabeth)

Assessment Fee: R600

Contact ICP Consulting

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