

Essentials of Employment Contract & Related HR Law

Topics covered are all material to HR staff / personnel and include the key features of the Employment Ordinance and other HR related laws, such as Personal Data (Privacy) Ordinance, and Competition Ordinance and Discrimination Ordinance. Common terms in employment contracts such as non-competition clause, non-solicitation clause, etc. are discussed with reference to Hong Kong and overseas experience. Special focuses are given to the operative practice of the insurance industry in Hong Kong.

CONTENTS

- ✓ Overview of Employment Ordinance & HR related laws
- ✓ Definitions & scope of application & contract law basics
- ✓ Contract of employment & contract for services
- ✓ Preamble and common terms to employment contracts
- ✓ Non-competition & non-solicitation clauses; Confidentiality clauses & database protection
- ✓ Breach of contract & remedies
- ✓ Wage protection; rest days; holidays with pay; paid annual leave; sickness allowance; maternity protection; statutory paternity leave; long service payment;
- ✓ Employment protection & termination of employment contract
- ✓ Case studies, lessons learnt & situation reviews



Date & Time: 26th Jun 2019 (Wednesday) 9:30a.m. - 5:00p.m.
 Fee: HK \$1,500
 Venue: 19/F., K. Wah Centre, 191 Java Road, North Point, Hong Kong
 Language: Cantonese with English handouts
 Trainer Profile: Practising Barrister(s)

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 Hong Kong Legal Training Institute

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