

# DIPLOMA IN EMPLOYMENT LAWS AND INDUSTRIAL RELATIONS (Basic Level)

## Introduction



• This Diploma in Employment Laws and Industrial Relations will equip HR/ IR managers, operational managers and HR/ IR professionals and practitioners with all the necessary tools and techniques for developing a better understand-

ing of industrial relations, learn employment laws of Pakistan, its applicability at the work place, its need, and implications.

## Other Details and Special Features

- Classes will be held on weekends, i.e. Saturday & Sundays,
- There will be 12 Sessions of three hours for each subject.
- Classes will be held in the premises of the Institute of Business Administration (IBA) and Employers' Federation of Pakistan (EFP).
- Seasoned faculty will be drawn from Academia, ITC/ILO Trained Experts, Senior Executives from the top-notch companies.
- Awarding of the diploma is subjected to frequent assessments, assignments, quizzes, projects, presentations and 80% attendance in class.

Field visits will be organized depending on the need of the subject to acclimatize student with best practices in the use of tools and techniques related to Employment Laws and Industrial Relations as per National and International standards.

Students will get the lifetime opportunity to interact with and learn from best faculty and industry practitioners both from the public and the private sectors.

## OBJECTIVES OF THIS COURSE:

- To study the employment laws, examine and evaluate its compliance in Pakistan
- To review the laws and regulations related to IR and look for areas to make more relevance to current conditions.
- To learn to identify gaps in compliance with the labor laws and help prepare them for labor inspection,
- To help integrate the elements, both IR & HR into the corporate culture and practice from an employer and employee perspective.
- To ensure a legislative and institutional framework for an effective industrial relations system,
- To help better manage and monitor policy issues,
- To develop understanding in conducting collective bargaining negotiations between employers and trade unions,
- To help adopt mandatory tools made available for in the law for maintaining good industrial relations.



S.No	Topics
<b>Module 1</b>	
1	Employment Concepts, Evolution of Employment and Industrial Relations
2	Conditions of Employment; Law and Practices in Pakistan
3	Law and Practice of Industrial Relations in Pakistan
4	Managerial Communications
<b>Module 2</b>	
5	Managing Employee and Industrial Relations
6	Working Conditions and Wages; Law and practices in Pakistan
7	Employee Welfare and HRD Law and Practices in Pakistan
8	Accounting and Finance

## Admission Process

1. The intending students may obtain the application forms for the admission in **Diploma Program in Employment Laws and Industrial Relations**, from following website or offices:

<https://sdp.iba.edu.pk/> or Skills Development Program | Center for Executive Education | Institute of Business Administration, City Campus Off. Garden Road, Karachi-74400.

<https://efp.org.pk/> or EFP Secretariat, State Life Building No. 2, I. I. Chundrigarh Road, Karachi.

2. The companies may also nominate their employees for this Diploma program and submit the application form with relevant details.

3. Interested candidates may obtain application form against payment of **Rs.1000/-** as a processing fee through fee voucher (nonrefundable) link: <http://sdp.iba.edu.pk/diplomaemploymentlaws.php> submit it at IBA or EFP offices.

4. Selection of candidates will be made through entry assessment.



### Who can Apply? Those who posses

- Minimum qualification: Bachelor's degree with minimum 2nd division or equivalent from accredited institute.

### Diploma Investment:

Admission fee of Rs.90,000/

(payment to be made through Pay-Order in favor of IBA Karachi.)

**Admission Starting from 15th  
May 2019 & Classes to  
commence from 29<sup>th</sup> June 2019**



### For Registration:

**Phone :** 021-111 422 422;  
021-38104700-01 **Ext.**  
1541, 1801, 1811 & 1813

**Email:** [besdp@iba.edu.pk](mailto:besdp@iba.edu.pk)

**Website:** <http://sdp.iba.edu.pk>

**Office:** City Campus, Garden/Kayani Shaheed Road, Karachi-74400