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Employment Equity Act

19-21 October 2021



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R6900

Demonstrate and apply an understanding of the Basic Conditions of Employment Act (Act 75 of 1997)

Unit Standard: 114274

NQF Level 5

8 Credits

COURSE OUTCOME

- Demonstrate an understanding of the purpose, application of the Basic Conditions of Employment Act.
- Describe the regulation of working time and leave as set out in the Basic Conditions of Employment Act.
- Describe the particulars of employment, remuneration and termination of employment as set out in the Basic Conditions of Employment Act.
- Demonstrate an understanding of the monitoring, enforcement and legal proceedings as set out in the Basic Conditions of Employment Act.

PURPOSE OF THIS ACT

The purpose of this Act is to achieve equity in the workplace by-



- (a) promoting equal opportunity and fair treatment in employment through the elimination of unfair discrimination; and
- (b) implementing affirmative action measures to redress the disadvantages in employment experienced by designated groups, in order to ensure their equitable representation in all occupational categories and levels in the workforce.

WHO SHOULD ATTEND

Anyone employed in the Republic of South Africa

WHAT'S INCLUDED

Expert Facilitator,
Training Material, Certificate

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COURSE CONTENT

- Demonstrate an understanding of the purpose and application of the Basic Conditions of Employment.
- Demonstrate an understanding of the purpose and application of the Basic Conditions of Employment Act.
- Inclusions, exclusions and temporary employees.
- The major purpose and application of the Basic Conditions of Employment Act is outlined with examples.
- The major features of the Basic Conditions of Employment Act, including prohibition of employment and the functions of the Employment Commission, are listed and explained with examples.
- The major features, period of operation and legal effects of sectoral determinations are listed and outlined, as set out in the Basic Conditions of Employment Act.
- Describe the regulation relating to working time and leave as set out in the Basic Conditions.
- Describe the regulation relating to working time and leave as set out in the Basic Conditions of Employment Act.
- The way in which a day, ordinary hours of work and overtime, meal intervals, rest periods, Sunday work, night work and public holidays are interpreted in the Basic Conditions of Employment Act is explained with examples.
- A description of an employee`s entitlement to annual leave, sick leave, maternity leave and family responsibility leave in terms of the Basic Conditions of Employment Act is given in tabular form.
- Describe the particulars relating to employment, remuneration and termination of employment.
- Describe the particulars relating to employment, remuneration and termination of employment as set out in the Basic Conditions of Employment Act.
- Payments on termination refers to ordinary remuneration and severance pay.
- The employer?s obligation to maintain written particulars of employment and to inform employees of their employment rights is outlined with examples.
- A presentation is given explaining the employer?s obligation with regard to the keeping of records of payments, deductions, calculations and all information relating to remuneration.
- A presentation is given on the regulations relating to the notice of termination of employment, payment in lieu of notice, the right to accommodation and relevant payment(s) on termination of employment.
- Demonstrate an understanding of the monitoring, enforcement and legal proceedings as set out.
- Demonstrate an understanding of the monitoring, enforcement and legal proceedings as set out in the Basic Conditions of Employment Act.
- A presentation is given on the enforcement of and monitoring of compliance of the Basic Conditions of Employment Act.
- An explanation is given of the protection of employees against discrimination as set out in the Basic Conditions of Employment Act.
- A presentation is given of the dispute resolution path available for contravention of any of the provisions set out in the Basic Conditions of Employment Act, using examples from a business sector and/or organization.



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