KHAITAN LEGAL ASSOCIATES
INDIAN ADVOCATES

AGENDA

9:30 am	**Registration and Coffee**
10:00 am	**Introduction to HR Landscape in India**
	• India -the country, the past & the present, operating environment • Contextualising Culture and its impact on HR practices
	Overview of Indian Employment Law and Regulation
	• The Indian legal system, constitution and court system • An overview of Indian employment legislation • Understanding the applicability of Indian labour laws
11:30 am	**Coffee Break**
11:45 am	**Hiring Employees in India**
	• Drafting employment contracts • Terms & Conditions of employment • Staff Handbooks & Policies • Understanding tax implications
1:00 pm	**Lunch**
1:45 pm	**Terminating Employment**
	• Grounds for dismissal • Termination of employment • Disciplinary & grievance procedures • Redundancies, layoffs and closure • Mergers, acquisitions and transfers of undertakings
	Sexual Harassment
3:15 pm	**Coffee Break**
3:30 pm	**Understanding the implications of corporate migration**
	• Immigration – rules and procedures • Movement of employees in and out of India
4:15 pm	**Case Studies & Questions**