

CHARTERED 
INSTITUTE OF PROFESSIONAL CERTIFICATIONS



THE LAW OF EMPLOYEES DISMISSAL, RETRENCHMENT AND TERMINATION IN SINGAPORE

**Fully Accredited
By:**

Chartered Institute of
Professional Certifications

CPD
Certification Service



PROGRAM OVERVIEW

It is a sobering fact that last year alone, there were **8,697 employment disputes lodged with the authorities**. As a responsible HR leader, it is crucial to stay abreast of the latest developments and statutory provisions in Singapore's Employment Act, particularly in light of the impending global recession and the likelihood of increased retrenchments. This certified program will give a comprehensive understanding of the legal framework surrounding dismissal, retrenchment, and termination, equipping you to handle these issues with confidence and in compliance with the law.

Led by Christopher Bridges, a highly experienced lawyer in Singapore, this program will show you an in-depth understanding of the **employment legislation and compliance requirements in Singapore on dealing an employment dismissal, termination or retrenchment process**. You will learn how to develop mutually beneficial solutions for various termination scenarios, such as dismissal with or without notice, and how to address termination due to unsatisfactory performance while complying with the **Singapore Employment Act**. In addition, you will gain critical knowledge on the key obligations and responsibilities as an employer and the rights of an employee as outlined in the Tripartite Guideline. This program will also guide you on practical solutions in **managing the complex retrenchment and redundancy process that comply with the Tripartite Guidelines on Responsible Retrenchment**. By the end of the program, you will have mastered the necessary skills to effectively comply with **relevant legislation and procedures to prevent wrongful dismissal** and resolve any disputes in a mutually beneficial manner.

ACCREDITATIONS



4.8



4.6





PROGRAM OVERVIEW

Post completion of the program, you will be awarded with the **Certification in The Law of Employees Dismissal, Retrenchment and Termination in Singapore** that can be used in your professional credentials. This certification is industry-recognized with lifelong validity and will help you distinguish your skillsets and you have attained expertise and critical knowledge in managing employment dismissal, termination and retrenchment in comply with Singapore Employment Law.

ACCREDITATIONS



4.8




4.6



KEY SKILLS YOU WILL GAIN

From This Program



**THE EMPLOYMENT ACT OF SINGAPORE
TRIPARTITE GUIDELINES
MANAGING WRONGFUL DISMISSAL
TERMINATION MANAGEMENT**

**DISMISSAL GROUNDS IDENTIFICATION
NON-DISCRIMINATION DISMISSAL
TERMINATION NOTICE REQUIREMENTS
TAFEP GUIDELINES**

**RETRENCHMENT LEGISLATION
COST-SAVING MEASURES
MANAGING REDUNDANCIES
DISCIPLINARY INVESTIGATION**

**INVESTIGATORY INTERVIEW
EMPLOYMENT DISPUTE RESOLUTION
DISPUTE MEDIATION
EMPLOYMENT CLAIMS ACT**

**DRAFTING EMPLOYMENT CONTRACT
RESTRICTIVE COVENANTS**

YOUR FACULTY DIRECTOR



Christopher Bridges

Award-Winning Legal Advisor & Expert

Christopher Bridges is a distinguished legal expert with over 30 years of experience in Singapore's legal industry. As Managing Director of Christopher Bridges Law Corporation, he has been a **licensed Advocate and Solicitor of the Singapore Supreme Court since 1990**. Christopher specializes in General Litigation and employment law, with extensive experience handling dismissal, retrenchment, and termination cases. **Recognized as Leading Counsel by the Singapore High Court, he has represented clients in high-profile litigation and arbitration.** Christopher's dedication to public service earned him the **Minister for Law Appreciation Award**. He was also an Adjunct Lecturer at Murdoch University and Birmingham City University, where he teaches law modules. Christopher has also **previously lectured at Singapore Polytechnic on creation of contracts, employment rights and Law of International Trade**. His expertise, coupled with his academic contributions, makes him a sought-after authority in legal and employment matters.

OUR PARTICIPANTS

Over 70% of FORTUNE 500 Companies Have Attended Our Accredited Programs Before



Goldman Sachs



SAMSUNG



ExxonMobil



BURBERRY



citi



IKEA



VOLVO



HYUNDAI



Pfizer

Life is our life's work



Nestlé®

PROGRAM AGENDA



MODULE 1 - OVERVIEW OF EMPLOYMENT LEGISLATION IN SINGAPORE

- Review Of Relevant Legislation Including But Not Limited To The Employment Act
- Discussion Of The Relevance Of The Common Law And Specific Statutory Provisions To The Termination Process

MODULE 2 - DRAFTING EMPLOYMENT CONTRACTS WITH A VIEW TO MINIMIZING DISPUTES

- Anticipating Potential Issues With Specific Employees And Addressing These Issues During The Drafting Process
- Issues To Be Considered Before Initiating Termination
- Considering Alternatives To Termination
- Variation Of The Employment Contract
- Case Studies

MODULE 3 - SCENARIOS FOR TERMINATION

- By Notice
- Upon The Completion Of The Task
- By Mutual Agreement
- After An Agreed Upon Period
- For Cause/Repudiation
- For Frustration/Operation Of Law
- Summary Dismissal

- Unsatisfactory Work Performance
- Insubordination
- Constructive Dismissal
- Case Studies

MODULE 4 - INVESTIGATING ALLEGATIONS OF BREACH OF CONTRACT

- Best Practices To Be Adopted In The Investigative Process
- Ensuring There Is In Place A Suitable Process To Be Followed In The Case Of A Termination
- Management Of Employees Prior To Termination
- Case Studies

MODULE 5 - BREACH OF THE CONFIDENTIALITY CLAUSE

- Defining Confidential Information In The Employment Contract
- Consequences Of A Breach Of The Clause And Managing The Fallout
- Remedies For Breach Of Contract Including Damages And The Injunction
- Educating Employees On The Importance Of Not Breaching Obligations Of Confidentiality
- Case Studies

PROGRAM AGENDA



MODULE 6 - REDUNDANCY/RETRENCHMENT

- What Constitutes Redundancy/Retrenchment And What Are The Rights Of An Employee In Such Circumstances
- Guidelines Under The Tripartite Advisory For Managing Excess Manpower And Responsible Retrenchment And The Tripartite Guidelines On Mandatory Retrenchment Notifications
- Case Studies

MODULE 7 - CIRCUMSTANCES WHERE EMPLOYEES CANNOT BE TERMINATED UNDER DIFFERENT LEGISLATION

- Employment Act
- Retirement And Re-Employment Act
- Workplace Safety And Health Act
- Enlistment Act

MODULE 8 - WRONGFUL DISMISSAL

- Principles To Establish Wrongful Dismissal Under The Tripartite Guidelines On Wrongful Dismissal
- Examples Of Wrongful Dismissal Including But Not Limited To Unsubstantiated Misconduct, Unsubstantiated Poor Performance And Discrimination (With Reference To The Tripartite Guidelines On Fair Employment Practices)
- Case Studies

MODULE 9 - RESTRICTIVE COVENANTS IN EMPLOYMENT CONTRACTS

- Non-Competition Clauses
- Non-Solicitation Clauses
- The Attitude Of The Courts Towards The Enforceability Of Such Clauses
- Case Studies

MODULE 10 - RESOLVING DISPUTES

- The Scope Of The Employment Claims Tribunal Established Under The Employment Claims Act
- Using The Singapore Courts For Employment Disputes Mediation, The Tripartite Alliance For Dispute Management And Arbitration As Forms Of Alternative Dispute Resolution

YOUR CHARTER DESIGNATION



Chartered Institute of Professional Certification's programs are unique as they provide you with professional charter designation and mark that can be used across your lifetime once you have completed our programs.

After successfully attending this program, you will be awarded with the **Certification in The Law of Employees Dismissal, Retrenchment and Termination in Singapore** that can be used in your resume, CV and other professional credentials. This certification is industry-recognized with lifelong validity.

Globally demanded and recognized, this designation will help you distinguish your skillsets and you have attained expertise and critical knowledge in managing employee dismissal & termination and appropriate retrenchment process. This program is developed by **Chartered Institute of Professional Certifications** and the content of this program has been independently certified by CPD Certification Service as conforming to continuing professional principals.

ABOUT US

49,525

Business Leaders Have
Attained Their Chartered
Certifications Since 2009

390

Certified and Fully
Accredited Programs

87%

Chartered Leaders Have
Reported Career Promotions
and Enhancements

Chartered Institute of Professional Certifications

All of Chartered Institute of Professional Certifications programs are fully accredited programs. The professional charters and designations are trademarked credentials that can only be used by professionals who have completed and passed our accredited program. It is also independently accredited by CPD as adhering to the highest standards of continuing professional principles.

CHARTERED
INSTITUTE OF PROFESSIONAL CERTIFICATIONS

OUR FACULTY DIRECTORS

We Collaborate With
Instructors From
Renowned Institutions



HARVARD
UNIVERSITY



Wharton
UNIVERSITY of PENNSYLVANIA



Stanford University



UNIVERSITY OF MICHIGAN



**THE LONDON SCHOOL
OF ECONOMICS AND
POLITICAL SCIENCE**



**Columbia
Business
School**

**London
Business
School**



CONTACT US TODAY

We Thank You for Your Ongoing Support
of Our Programs

Singapore and Asia Pacific Enquiries

Email: advisor@charteredcertifications.com
Phone: +65 6716 9980
Address: Chartered Institute of Professional Certifications
1 Gateway Drive
#20-04 Westgate Tower
Singapore 608531

Australia and New Zealand Enquiries

Email: advisor@charteredcertifications.com
Phone: +61 3 9909 7310
Address: Chartered Institute of Professional Certifications
530 Little Collins Street, Level 1
Melbourne VIC 3000, Australia

UK, Europe and Middle East Enquiries

Email: advisor@charteredcertifications.com
Phone: +44 (020) 335 57898
Address: Chartered Institute of Professional Certifications
86-90 Paul Street
London, EC2A 4NE

USA Enquiries

Email: advisor@charteredcertifications.com
Phone: +1 888 745 8875
Address: Chartered Institute of Professional Certifications
99 Wall Street #3936
New York, NY 10005