



Chartered Institute of
Professional Certifications
1006 N Rexford Street
Beverly Hills, CA 90210

Date

Dear {Manager},

I would like to request approval to enroll in the EU Employment Termination, Dismissal and Redundancy Regulations and Compliance program to strengthen my expertise in managing compliant termination and redundancy processes across EU jurisdictions, and I would like to gain your approval to attend this program. By attending this program, it will provide me with practical knowledge of EU directives, national implementation frameworks, and key compliance requirements, enabling me to handle terminations in a legally sound and defensible manner while reducing organizational risk.

Led by Rudolf Fonkoue Leimbacher, a highly experienced EU employment law specialist and legal counsel, this program will equip me with the ability to apply lawful termination routes, manage consultation obligations, and ensure proper documentation aligned with the Collective Redundancies Directive. It also focuses on identifying compliance risks early, strengthening procedural discipline, and ensuring consistency across jurisdictions.. Some of the key skills this program will bring include:

- EU Termination and Redundancy Frameworks
- Collective Redundancy and Consultation Processes
- Documentation and Procedural Compliance
- Selection Criteria and Discrimination Risk Management
- Works Council and Employee Representation Engagement
- Litigation Risk and Settlement Strategies

I believe these skillsets will strengthen my ability to manage termination and redundancy processes more effectively, minimize legal exposure, and strengthen our organization's compliance and governance standards. I strongly believe that the key skills I will gain from this program will also significantly contribute directly help our organization to better decision-making and risk management in workforce transitions.

I look forward to gaining your approval to attend this online program.

Sincerely,
Your Name