

# Maintaining shop floor discipline

TRAINER: George Werner - PMI

## OVERVIEW

The competencies gained are as follows:

- Defining the need for disciplinary codes in the workplace.
- Explain the transgressions that lead to disciplinary action.
- Identifying and classifying transgressions.
- Substantive and procedural fairness.
- Investigating an alleged transgression.
- Fair versus unfair dismissals.
- The roles of parties to a disciplinary hearing.

## WHO SHOULD ATTEND

Candidates who have recently moved from their role as an employee to that of a Supervisor.

Current Supervisors and First Line Managers.

Shop stewards and Union Members.

**Date:** 03 November 2011

**Venue:** Chamber House, Royal Showgrounds, Pietermaritzburg

**Cost:** Members: R950 per head, Non-members: R1250 per head

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