

HRSINGAPORE



Retirement and Re-Employment Act & Employment (Part-Time Employees) Regulations Seminar

- 28th April 2016

Introduction

The competition for talent is going to get more challenging and employers need to explore alternative sources of talent pool in order to fulfill its Human Resources need. One alternative is to offer employment to the Silver Hair generation and another is to employ part-time employees. In order to implement this plan there is a need to be familiar with the legal requirements namely the Retirement and Re-Employment Act and the Employment (Part-Time Employees) Regulations.

A part-time employee is an employee who works less than 35 hours a week and is covered under the Employment Act as well as the Employment (Part-Time Employees) Regulations.

The Retirement Age Act was amended to The Retirement and Re-Employment Act (RRA) effective 1 January 2012. The objective is to provide employers with the flexibility to continue to tap on the contribution of their experienced older employees. It is also to provide employees with the opportunity to work longer so that they can continue to contribute to their organization, earn a regular income and build up their retirement account. The retirement age is still 62, but employers are now required to offer re-employment to eligible employees who turn 62, up to the age of 65.

This one day seminar provides participants with a good knowledge of the legal requirements for retirement, re-employment of eligible employees, regulation of engaging part-timers and their entitlements, employee assistance payment,

special employment credit, avoidance of re-employment dispute and also comply with the various recommendations under the Tripartite Guidelines.

Course Objectives

Retirement and Re-Employment Act

- Background and Objectives of the RR Act: Challenge and Opportunity of an ageing population
- Illegal dismissal of employees on ground of age
- Preparation of employees for re-employment
- Assessing an employee's eligibility for re-employment
- A reasonable re-employment offer: Re-employment Terms and Contracts
- Dealing with employees who are not eligible for re-employment
- Why, When and How to pay the Employee Assistance Payment (EAP)
- Key thrusts to the Tripartite Committee's recommendations
- Compliance with the Tripartite Guidelines on the Re-employment of Older Employees
- Introducing Special Employment Credit (SEC): Supporting the hiring of older workers
- Avoidance of re-employment disputes
- Procedures and avenues of handling re-employment disputes
- Recommendation to raise re-employment age from 65 to 67

Employment (Part-Time Employees) Regulations

- Who are considered as part-time employees?
- Specification in part-time employee's contract of service
- What is the difference between Basic & Gross rate of pay?
- What are the entitlements of part-time employees?
- Calculation for Rest Day, Overtime, Public Holidays, Leave etc
- How to attract and retain part-time employees?
- Flexible working arrangement
- Handling termination issues pertaining to part-time employment

- Penalty for non-compliance
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Course Outline

1. Retirement and Re-Employment Act

- Understand the background of RR Act
- Identify the objectives of RR Act
- Establish the invalid terms of Contract of Service
- Establish the eligibility criteria for re-employment
- Handle ineligible employee for re-employment
- Determine the period of service under previous employment contract
- Establish Employee Assistance Payment (EAP)
- Comply with the various recommendations under the Tripartite Guidelines
- Define the Special Employment Credit
- Avoid re-employment dispute
- Establish the procedures for seeking dispute resolution

2. Employment (Part-Time Employees) Regulations

- Define part-time employee
- Identify items to be specified in the Contract of Service
- Distinguish the difference between Basic Pay and Gross Pay
- Establish entitlement to Rest Day, Over-Time, Public Holidays, Sick Leave, CPF, Annual Leave, Maternity Leave etc.
- Attract and retain part-time employee

For details, please click on: <http://hrsingapore.org/hrlawupdate/>

Trainer

Lawrence Png has worked in Indonesia for two and a half years as the Corporate HR Director for two Indonesian companies. He was the HR Director

for Polo Ralph Lauren Sourcing Pte Ltd and DTZ Debenham Tie Leung (SEA) Pte Ltd, Senior Consultant for Singapore Sports Council and his last corporate role was the Senior HR Manager for SMRT.

Over the last 20 years, Lawrence has worked and consulted with several senior management teams in diverse industries, including Aerospace, Shipping, Manufacturing, IT, Textile, EPC and FMCG.

He started his career as an Industrial Relations Officer with the National Trade Union Congress in 1979 and later played major roles as a strategic business partner advising and coaching several senior management teams in local and multinational companies in human resources issues and challenges to support and achieve business goals.

Lawrence possesses a Bachelor Degree in Business Administration, a Diploma in Training and Development and a Diploma in Personnel Management.

Past Participants Comments

- "Really have a great set-up and the place is cozy and convenient."
 - "The whole course was useful."
 - "Both topics were useful and relevant for work!"
 - "Re-Employment Act was useful for my understanding!"
 - "The Re-Employment details and requirements area allow me to allow to work and understand more on what should I do to ensure fairness in my company."
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Administrative Details

Date

- 28 April 2016
- 28 September 2016

Duration

- 9 am to 5.30 pm

Cost

- S\$650 for [Community](#) Subscribers
- PIC Claimable

Certificate

Certificate of Attendance will be awarded upon attendance and successful completion of the workshop.

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