

Course Name: HRBP Legal Compliances

Duration: 16 hours

This TOC outlines the key aspects that would be covered for each act:

Module 1: Shops and Establishments Act, Maharashtra

1. Introduction to the Shops and Establishments Act
2. Applicability and Registration
3. Working Hours and Overtime
4. Weekly Holidays and Leave Provisions
5. Employment of Women and Children
6. Conditions of Employment
7. Record Keeping and Notices
8. Inspections and Penalties

Module 2: Minimum Wages Act, 1948

1. Overview of Minimum Wages Act
2. Applicability and Coverage
3. Components of Minimum Wages
4. Fixation and Revision of Wages
5. Payment of Wages
6. Record Keeping and Registers
7. Inspections and Penalties

Module 3: Payment of Bonus Act, 1965

1. Introduction to the Payment of Bonus Act
2. Applicability and Coverage
3. Calculation and Payment of Bonus
4. Computation of Profits and Set-off
5. Payment of Bonus Limits
6. Disputes and Penalties

Module 4: Employees Provident Fund and Miscellaneous Provisions Act, 1952

1. EPF Act Overview
2. Applicability and Registration
3. Employee and Employer Contributions
4. Calculation of EPF Interest
5. Withdrawal and Advances
6. EPF Nomination and Transfer
7. Inspections and Penalties

Module 5: Employees State Insurance Act, 1948

1. Introduction to ESI Act
2. Applicability and Coverage

3. ESI Contribution and Benefits
4. Registration and Maintenance of Records
5. Medical Benefits and Hospitals
6. Inspections and Penalties

Module 6: Maternity Benefit Act, 1961

1. Overview of Maternity Benefit Act
2. Applicability and Eligibility
3. Maternity Leave and Pay
4. Nursing Breaks and Pregnancy Benefits
5. Disputes and Penalties

Module 7: Contract Labour (Regulation and Abolition) Act, 1970

1. Introduction to CLRA Act
2. Applicability and Licensing
3. Welfare Measures for Contract Workers
4. Registration of Establishments
5. Conditions of Work and Employment
6. Penalties and Abolition of Contract Labour

Module 8: Equal Remuneration Act, 1976

1. Understanding Equal Remuneration Act
2. Applicability and Prohibition of Discrimination
3. Equal Pay for Equal Work
4. Computation of Remuneration
5. Complaints and Penalties

Module 9: Payment of Gratuity Act, 1972

1. Payment of Gratuity Act Overview
2. Applicability and Eligibility
3. Calculation of Gratuity
4. Payment of Gratuity Limits
5. Nomination and Inspection
6. Disputes and Penalties

Module 10: New Labor Act (when available)

1. Introduction to the New Labor Act
2. Key Provisions and Changes
3. Implications for Employers and Employees