



# GDHR breakfast seminars 2012

We run an annual series of popular *FREE* employment breakfast seminars which are aimed at Managing Directors, HR Directors and Managers, Finance Directors and those responsible for HR matters. Below are details of the seminars we are running in 2012. To reserve your place please use the details overleaf and return it to us as early as possible as spaces are allocated on a first come first served basis.

## Keeping your business lean

*8th February 2012 – 8am*

Employing the right people on the right terms is key to your business success. In this seminar we will look at recruitment, changing terms and conditions, redundancy and outsourcing.

## A week in the life

*20th June 2012 – 8am*

A HR manager's week can be varied! We will look at managing issues including poor performance, long term absence and internet abuse in a week from hell!

## Employment update

*19th September 2012 – 8am*

At this seminar we will highlight some of the key employment legislative developments and cases occurring during 2012.

We will also give a “heads up” for developments to look out for in 2013.

## Managing dismissals

*21st November 2012 – 8am*

This seminar will provide a reminder of the options and processes available to dismiss staff whilst keeping the risks to your business to a minimum.

# How to book your place

To reserve a place at all/any of the 2012 breakfast seminars please complete and return this form by fax to **0161 234 8841** or email your details to [breakfastseminars@georgedavies.co.uk](mailto:breakfastseminars@georgedavies.co.uk)

Name:	Position:
Company:	
Address:	
Postcode:	Tel No:
Email:	Any special requirements:
No. of employees at your organisation:	

## I would like to attend (please tick):

- Keeping your business lean  
*8th February 2012 – 8am*
- A week in the life  
*20th June 2012 – 8am*
- Employment update  
*19th September 2012 – 8am*
- Managing dismissals  
*21st November 2012 – 8am*

## Seminar Venue

All breakfast seminars will be held at:- HSBC BANK PLC,  
4 Hardman Square, Spinningfields, Manchester, M3 3EB

## For more information

Please contact Elaine Smith on 0161 236 8992 or  
[breakfastseminars@georgedavies.co.uk](mailto:breakfastseminars@georgedavies.co.uk)

Please feel free to pass on this invitation  
to any colleagues or contacts who you think  
this may be of interest to.

## What other employment law services do we offer?

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- Contracts and policies
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- Restructuring
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- Training to managers
- Transactional support
- Tribunal work
- Workplace mediation