



Bangladesh Institute of Management



4 Sobhanbag, Mirpur Road, Dhaka-1207.

Ref: 36.07.0000.011.01.816.16

Date: 27.06.2018

Sub : Training Course on “Bangladesh Labor Act 2006 and Bangladesh Labor Rules 2015”

Dear Sir/Madam,

It is our pleasure to let you know that Bangladesh Institute of Management (BIM) is going to conduct a 1 (one) week training course on “Bangladesh Labor Act 2006 and Bangladesh Labor Rules, 2015.” at its Dhaka campus during **22-26 July, 2018**. This training has been designed exclusively with a view to develop the capabilities and professional skill of all trainers, teachers and others who are committed in this field.

In this regard, nomination(s) to the training course from your organization(s) shall be highly appreciated. For further details, please feel free to contact.

Thanking you.

(Akhund A. Shamsul Alam)

Senior Management Counsellor
&

Course Coordinator

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e-mail: akhundalam@gmail.com

Website: www.bim.org.bd

1 Week (Evening) Training Program

on

“Bangladesh Labor Act 2006 and Bangladesh Labor Rules 2015”

Course Objectives

The course is designed for participants who want to learn, update and augment existing knowledge and skills that are essential to the field of social compliance and human resource management. The program provides insight into existing labor laws and rules to enhance their skills and knowledge necessary to perform day-to-day HR activities. In addition, the program provides a foundation for those interested in developing a career in human resource management.

Course Outline

- Scope and application of the Bangladesh Labor Act
- Definition and classification of workers
- Conditions of employment
- Misconduct, punishment and disciplinary procedure
- Health, safety and welfare
- Formation and functions of safety committee
- Working hours and OT calculation
- Different types of Leave
- Maternity leave and calculation of benefit
- Wage: Payments and deductions
- Trade Union and Collective Bargaining Agent (CBA)
- Formation and function of Participation Committee

Training Methodology

Lecture, Case study, Exercise and Group Discussion.

Who Should Attend?

Managers, HR Executives, Administrative Officers, Labour Welfare Officers and other executives, working with and through people.

Course Fee

Tk. 7,000/- (Taka Seven Thousand) only per participant, payable in advance in the form of a pay order/bank draft in favor of Director General, BIM, Dhaka.

DURATION : 22-26 July, 2018

TIMING : 05:30 p.m. to 09:30 p.m.

VENUE : BIM, Dhaka.

LAST DATE OF REGISTRATION:

19 July, 2018

Contact Person:

Nahid Sultana

e-mail: nahid.bim@gmail.com



Bangladesh Institute of Management(BIM)



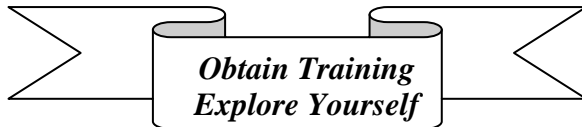
4 Sobhanbag, Mirpur Road, Dhaka-1207.

Sample nomination/application form

- + Name (in block letter) :
- + Mailing Address (with contact no.):
- + Permanent Address :
- + Date of Birth :
- + Nationality :
- + Educational background:
- + Training (if any):
- + Experience (if any):
- + Name of the Nominating Organization:
- + Accommodation in BIM Hostel:

YES NO

- + Approval / Signature of the
Nominating authority:



ADDRESS BIM DHAKA OFFICE

4, Sobhanbag, Mirpur Road, Dhaka-1207.

☎ 8117405-07, 9103171-73, 9103178
(PABX) 128/222,

Fax : 58152476

ON REQUEST

☎ 911 06 27,

Website : www.bim.org.bd

BIM CHITTAGONG SUB-OFFICE

Chandgaon Residential Area
Post: Chandgaon
CHITTAGON

☎ 67 03 32

BIM KHULNA SUB-OFFICE

Boira Main Road
Boira
KHULNA

☎ 76 23 91

1 Week (Evening) Training Program on

“Bangladesh Labor Act 2006 and
Bangladesh Labor Rules, 2015”

22-26 July, 2018

BIM



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
বাংলাদেশ ইনস্টিটিউট অব ম্যানেজমেন্ট

Bangladesh Institute of Management
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website: www.bim.org.bd