



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Interpret Unfair Labour Practice Legislation In Dispute Resolution Training

Business, Commerce and Management Studies / Human Resources

Unit Standard 119940 · NQF Level 5 · 6 Credits · 3 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to interpret and apply unfair labour practice legislation within the dispute resolution framework. It covers key concepts, legal provisions, and procedural requirements essential for effectively handling unfair labour practice disputes in the South African workplace.

Category	Business, Commerce and Management Studies
Subfield	Human Resources
Unit Standard	119940
Accreditation	SAQA Accredited · NQF Level 5 · 6 Credits
Duration	3 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Explain the legal framework governing unfair labour practices as defined in the Labour Relations Act.
- Analyze different types of unfair labour practices and their implications for employers and employees.
- Apply the relevant procedures for referring and resolving unfair labour practice disputes.
- Evaluate the role of the CCMA and Labour Courts in adjudicating unfair labour practice cases.
- Demonstrate the ability to interpret case law and its impact on unfair labour practice legislation.
- Implement dispute resolution strategies that comply with legislative requirements.

WHO SHOULD ATTEND

- This course is designed for human resource practitioners, labour relations officers, trade union representatives, and anyone involved in dispute resolution processes within organisations.

COURSE OUTLINE

Day 1: Foundations of Unfair Labour Practice Legislation

- Introduction to the Labour Relations Act (LRA) and its purpose.
- Definition and categories of unfair labour practices (Section 186(2)).
- The role of the Commission for Conciliation, Mediation and Arbitration (CCMA).
- Overview of bargaining councils and their jurisdiction.
- Timeframes and procedural steps for referring a dispute.
- Key parties involved: employer, employee, trade unions.
- Understanding the concept of 'unfair' in the context of employment.
- Case law examples highlighting foundational principles.

Day 2: In-Depth Analysis of Unfair Labour Practice Categories

- Unfair conduct relating to promotion, demotion, and training.
- Unfair suspension and other disciplinary measures.
- Unfair conduct relating to the provision of benefits.
- Unfair dismissal and related practices (excluding automatically unfair dismissals).
- The test for fairness: substantive and procedural fairness.
- Burden of proof and evidentiary requirements.
- Remedies available: reinstatement, compensation, and other orders.
- Practical exercises: analysing case studies and drafting submissions.

Day 3: Practical Application and Dispute Resolution Integration

- Mock conciliation and arbitration sessions.
- Drafting of referral forms (LRA Form 7.11) and supporting affidavits.
- Techniques for presenting evidence and cross-examining witnesses.
- Negotiation skills and interest-based bargaining.
- Writing clear and enforceable arbitration awards.
- Review of recent CCMA and Labour Court decisions.
- Ethical considerations and professional conduct.
- Final assessment: case study analysis and presentation.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **6 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 18,800.00	R 18,800.00
1	In-House	R 24,500.00	R 24,500.00
1	On-Campus (Pretoria)	R 28,100.00	R 28,100.00

UPCOMING SESSIONS

Start	End	Method	Venue
03 Aug 2026	05 Aug 2026	On-Campus	Dubai, UAE
03 Aug 2026	05 Aug 2026	On-Campus	Johannesburg, South Africa
04 Aug 2026	06 Aug 2026	On-Campus	Pretoria, South Africa
04 Aug 2026	06 Aug 2026	On-Campus	Mauritius
05 Aug 2026	07 Aug 2026	On-Campus	Cape Town, South Africa
05 Aug 2026	07 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	12 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	12 Aug 2026	On-Campus	Mauritius

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 119940) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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