



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

South African Trade Union Legal Framework Explained

Education, Training and Development / Adult Learning

Unit Standard 243849 · NQF Level 4 · 10 Credits · 7 Days

COURSE OVERVIEW

This course provides a comprehensive understanding of the legal framework governing trade unions in South Africa. Participants will gain the knowledge and skills to interpret and apply key labour legislation, including the Labour Relations Act, within the workplace. The course is designed to equip learners with the ability to explain trade union rights, obligations, and the dispute resolution mechanisms available.

Category	Education, Training and Development
Subfield	Adult Learning
Unit Standard	243849
Accreditation	SAQA Accredited · NQF Level 4 · 10 Credits
Duration	7 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Explain the purpose and key provisions of the Labour Relations Act (No. 66 of 1995) as the primary legal framework for trade unions.
- Describe the rights of trade unions, including access to the workplace, organisational rights, and collective bargaining.
- Analyze the procedures for dispute resolution, including referral to the CCMA and Labour Court.
- Apply the legal requirements for trade union registration, membership, and governance.
- Evaluate the role of collective agreements and their legal effect on employers and employees.
- Demonstrate understanding of the relationship between trade union law and other relevant legislation such as the Basic Conditions of Employment Act.

WHO SHOULD ATTEND

- This course is ideal for human resources practitioners, labour relations officers, trade union representatives, and managers who need to understand and work within the legal framework for trade union activities in South Africa.

COURSE OUTLINE

Day 1: Introduction to South African Labour Law and Trade Unions

- Overview of South African labour history
- The Constitution and labour rights
- Key legislation: Labour Relations Act, Basic Conditions of Employment Act, Employment Equity Act
- Role and functions of trade unions
- Types of trade unions and federations
- Introduction to the Commission for Conciliation, Mediation and Arbitration (CCMA)

Day 2: The Labour Relations Act and Trade Union Registration

- Detailed provisions of the LRA
- Registration of trade unions: requirements and procedures
- Trade union rights: access, stop-order facilities, leave for union activities
- Collective bargaining: scope and legal framework
- Bargaining councils and statutory councils
- Dispute resolution mechanisms under the LRA

Day 3: Collective Bargaining and Agreements

- Collective bargaining processes and levels
- Types of collective agreements: recognition, procedural, substantive
- Legal status and binding effect of collective agreements
- Bargaining councils: establishment, functions, and powers
- Extension of collective agreements to non-parties
- Disputes over collective agreements and remedies

Day 4: Unfair Labour Practices and Dispute Resolution

- Unfair labour practices: definition and examples
- Dismissal disputes and unfair dismissal
- Dispute resolution procedures: conciliation, arbitration, adjudication
- The CCMA: jurisdiction, processes, and powers
- The Labour Court and Labour Appeal Court
- Alternative dispute resolution mechanisms

Day 5: Strikes, Lockouts, and Protected Action

- Definition and types of industrial action
- Requirements for protected strikes: ballot, notice, dispute resolution
- Lockouts: legal requirements and limitations
- Consequences of unprotected strikes and lockouts
- Picketing: rules and regulation
- Essential services and minimum service agreements

Day 6: Trade Union Governance and Accountability

- Trade union constitutions and rules
- Financial management and auditing requirements
- Reporting to the Registrar of Labour Relations
- Duties and legal protections for shop stewards
- Code of conduct for trade unions

- Dispute resolution within trade unions

Day 7: Practical Application and Integration of Trade Union Law

- Case studies on trade union disputes
- Drafting recognition and procedural agreements
- Mock CCMA arbitration session
- Compliance audit simulation
- Review of key legal provisions
- Final assessment and feedback

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 **10 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 28,200.00	R 28,200.00
1	In-House	R 36,700.00	R 36,700.00
1	On-Campus (Pretoria)	R 42,300.00	R 42,300.00

UPCOMING SESSIONS

Start	End	Method	Venue
07 Aug 2026	17 Aug 2026	On-Campus	Johannesburg, South Africa
10 Aug 2026	18 Aug 2026	On-Campus	Cape Town, South Africa
11 Aug 2026	19 Aug 2026	On-Campus	Dubai, UAE
12 Aug 2026	20 Aug 2026	On-Campus	Pretoria, South Africa
13 Aug 2026	21 Aug 2026	On-Campus	Abu Dhabi, UAE
14 Aug 2026	24 Aug 2026	On-Campus	Durban, South Africa
14 Aug 2026	24 Aug 2026	On-Campus	Mauritius
17 Aug 2026	25 Aug 2026	On-Campus	Dubai, UAE

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 243849) 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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