

☒ **Course Name:** HRM & Legal Compliances

☒ **Duration:** 30 hours

☒ **Session Mode:** Online

☒ **Certification:** Yes- Course Completion

☒ **Minimum Students:** 25

☒ **Study Material:** Audios, videos and E-PDF Material

☒ **Fees:** 1800 INR

☒ **Schedule:** Friday and Saturday, 5:00- 6:30 PM

☒ **Course Objective:**

- Awareness about key HR and Legal Compliances
- Practical exposure towards key elements in HR eg. Salary structure, leave management, recruitment methodologies etc
- Exposure to law and other vital acts necessary in day-to-day life. Additionally, guidance to a pathway from being an entrepreneur or leading a startup

# COURSE CONTENT

- Recruitment & Payroll
- Employee Life Cycle
- HR Policy Making
- Personnel Management
- Training & Development
- Leave Management System
- Onboarding & HR Operations



# COURSE CONTENT

- Introduction to Law
- Indian Contract Act, 1872
- Importance of Stamp Duty
- Drafting – Introduction
- Forms of Business
- Indian Partnership Act, 1932
- Companies Act, 2013
- SEBI – Watch dog to the Securities Market





Let us strive together to 'integrate skills'...  
Feel free to connect...



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*'Always at your service'...*  
*Thank you!...*



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