

€ TRAINING

Turkish Labor Law and Payroll



18 - 22 August 2024
Amman (Jordan)
ibis Amman



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REF: U2299 DATE: 18 - 22 August 2024 Venue: Amman (Jordan) - ibis Amman Fee: 3350 Euro

Introduction:

This training program is designed to provide professionals with comprehensive knowledge and practical skills in managing labor law compliance and payroll processes in Turkey. It empowers them to navigate the intricacies of Turkish labor law and payroll management with confidence.

Program Objectives:

By the end of this program, participants will be able to:

- Understand the key principles and regulations of Turkish labor law.
- Ensure compliance with Turkish labor law in organizational practices.
- Implement effective payroll management strategies.
- Address and resolve common labor law and payroll issues.
- Maintain accurate and compliant payroll records.

Targeted Audience:

- Human Resources Professionals.
- Payroll Managers and Specialists.
- Legal Advisors.
- Business Owners and Entrepreneurs.
- Compliance Officers.

Program Outline:

Unit 1:

Fundamentals of Turkish Labor Law:

- Overview of Turkish labor law and its legal framework.
- Employee rights and employer obligations.
- Employment contracts: types and essential clauses.

- Working hours, overtime, and leave entitlements.
- Key updates and recent changes in labor legislation.

Unit 2:

Employment Contracts and Termination:

- Drafting and managing employment contracts.
- Probation periods and employment terms.
- Legal grounds for termination and procedures.
- Severance pay and compensation.
- Handling wrongful termination and dispute resolution.

Unit 3:

Payroll Management in Turkey:

- Overview of payroll process and components.
- Calculating gross and net salaries.
- Mandatory deductions: taxes, social security, and other contributions.
- Payroll reporting and documentation requirements.
- Best practices for accurate and efficient payroll processing.

Unit 4:

Social Security and Benefits:

- Overview of the Turkish social security system.
- Employer and employee contributions.
- Managing health insurance and pension schemes.
- Employee benefits and allowances.
- Handling social security audits and compliance checks.

Unit 5:

Compliance and Audits:

- Ensuring compliance with labor law and payroll regulations.
- Preparing for labor inspections and audits.
- Common compliance pitfalls and how to avoid them.
- Recordkeeping and documentation best practices.
- Addressing and resolving compliance issues.