

Rödl & Partner

Doing Business in Italy

Training Program: managing employees in Italy



Our Program

Our experts in labor law and HR consulting have prepared an engaging program for you on the topic of **personnel management in Italy**.

Our offer is designed to meet the **current needs of employment management in Italy** and to address the **associated risk profiles**. During the course, our experts will discuss the management of companies in Italy, employment options, and the day-to-day management of employment relationships up to their termination.



Courses

Courses can be offered in **two modalities**



1. LIVE STREAM COURSE + RELEVANT MATERIALS (SLIDES)

2 Hours Modules	Each	€ 700
-----------------	------	-------

3 Hours Modules	Each	€ 1000
-----------------	------	--------

It can also be offered in **presence** at Company's premises. **No limitations apply** on the number of participants (from the same company)

2. REGISTERED VIDEO COURSE + RELEVANT MATERIAL (SLIDES) + 1 HOUR LIVE Q&A SESSION

2 Hours Modules	Each	€ 500
-----------------	------	-------

3 Hours Modules	Each	€750
-----------------	------	------



Target Audience

The courses are aimed at anyone responsible for managing an Italian branch, particularly **managing directors, executives and HR managers** of foreign companies that have a branch in Italy, or are planning to open one in the future

The courses are designed to provide participants with the **essential know-how to manage personnel and handle potential critical situations** when operating in Italy.

In the training sessions, our experts offer **practical guidance**, equipping participants with the knowledge needed to understand the **fundamental aspects of Italian labor law** relevant to a managing director's/HR manager's responsibilities, as well as to develop the key guidelines for proper **personnel management in Italy "from hire to retire"**, helping them **identify potential pitfalls in advance**.



RECRUITMENT & EMPLOYER BRANDING

2 Hours

- Job Posting
- Selection interview: dos & donts, anti-discrimination and data protection law
- Employer branding & Employee experience (Onboarding etc.)

EMPLOYMENT CONTRACT & COMPANY POLICIES AND REGULATIONS

3 Hours

- The employment contract
- Main forms of employment contracts
- Working time & flexibility
- Apprenticeship and other forms of flexible employment
- Remote working
- Company Policies and Regulations
- Retention Agreements, non-compete, non solicitation & remedies

THE ROLE OF THE DIRECTORS & OBLIGATIONS AND LIABILITIES

2 Hours

- Forms of Directorships
- Duties and obligations in their role of Employer & liabilities
- Differences between Director and Executive; incompatibility of the double role

Program

COLLECTIVE AGREEMENTS

2 Hours

- Different collective agreements
- Applicability of national collective bargaining agreements (NCBA)
- Focus on the NCBA applicable to the client (principal provisions)

PLC - PRIVACY & LABOUR COMPLIANCE

3 Hours

- Data protection in the employment relationship (from hire to retire)
- Focus on remote control and automated systems (SW and AI tools applied by the employer)

COMPENSATION PACKAGE & PAYROLL

3 Hours

- Minimum wage & other elements of the fix remuneration
- Automatic salary increases
- Variable remuneration, welfare and productivity awards
- Understanding the Italian payslip

TERMINATION OF EMPLOYMENT

2 Hours

- Dismissal for objective reason
- Proceeding
- Costs & Risks
- Mutual termination agreements

DISCIPLINARY PROCEEDING AND DISMISSAL

2 Hours

- The proceeding: dos & donts
- The disciplinary sanctions
- The disciplinary dismissal
- Low performance
- Risks of illegitimate disciplinary dismissal

EXECUTIVES & TOP MANAGERS

2 Hours

- The Employment contract for executives
- Termination of executives: risks & costs

TRADE UNIONS, RESTRUCTURING & OTHER COLLECTIVE PROCEEDINGS

2 Hours

- The role of Trade Unions and trade union rights
- Collective dismissal
- Salary integration measures

SECONDMENTS, OUTSOURCING & STAFF LEASING

2 Hours

- Outsourcing agreements, services agreements & joint liability
- National & international secondments
- Staff leasing

HEALTH & SAFETY AT WORK

3 Hours

- Workplace safety, management systems and delegated powers
- Responsibilities of the employer, person in charge and delegated function holders
- Compensation for damages
- Harassment in the workplace, work-related stress, smart working
- Climate Change Risk Management

DE&I

3 Hours

- Maternity and returning to work
- Mandatory hiring and other inclusion measures
- Protecting parenthood in light of the new anti-discrimination law, with practical case studies
- Salary transparency
- The gender equality certification

Contacts



Rita Santaniello

Lawyer, Partner

rita.santaniello@roedl.com

Milan



Giovanni Zoja

Laywer, Partner

giovanni.zoja@roedl.com

Milan

Our Offices

MILAN

Largo Donegani 2
I-20121 Milano

T +39 02 6328 841
F +39 02 6328 8420
milano@roedl.com

ROME

Piazza S. Anastasia 7
I-00186 Roma

T +39 06 9670 1270
F +39 06 3223 394
roma@roedl.com

PADUA

Via Francesco Rismondo 2 / E
I-35131 Padova

T +39 049 8046 911
F +39 049 8046 920
padova@roedl.com

BOLZANO

Piazza Walther-von-der-Vogelweide 8
I-39100 Bolzano

T +39 0471 1943 200
F +39 0471 1943 220
bozen@roedl.com

www.roedl.it/it/uno-studio-internazionale/uno-studio-internazionale

