

# Indian Staffing Federation

## Flexi Staffing Skill Enhancer Training Series

### Simplifying Compliances

May 15, 2015  
Crowne Plaza, Delhi



Indian Staffing Federation recently held another *successful* training session from the series of *ISF Flexi Staffing Skill Enhancer Training Series – Simplifying Compliances* on 15<sup>th</sup> May 2015, at Crowne Plaza, Delhi.

The training was conducted by **Vijay S. Pundir**, who is engaged with NSB group, as a Group Head Human Resource, Legal & Compliance, heading Group Company Legal & Compliance PAN India to oversee the end to end labor compliance, audits & specific challenge in compliance from Employee, Client & Govt side. His key strength in Legal & Compliance area are HR Policies, Wage structuring, design & management, contemporary & modern Labour Laws Compliance, Employees Welfare & Security such as PF, ESIC/WCA, taxes PT/TDS, Administration of Social Security - Gratuity, Superannuation, Leave Wages, Pension, PF Monitoring & Guiding Returns & Contribution filing, Procurement Activation & Renewal of Licenses from various Govt. Agencies.



As per the objective of the training, the attendees gained clarity on the various aspects of statutory compliances, its interpretation and implementation. A wide range of topics were covered like wage application & Compliance, employment benefits and deductions, employment terminal benefits & its Management and basic HR compliance & record keeping.

#### **Snippets from the training**

*The coverage of the training comprised of practical material beyond the obvious skills and knowledge required for the job. The participants were apprised with various acts like workmen benefits and compensation act, EPF, ESI Act etc and various laws of the land. The trainer helped the attendees to understand these legal documents.*



*As per the objective of the training, the large group of attendees, gained clarity on the various aspects of statutory compliances, its interpretation and implementation. A wide range of topics were covered like wage application & Compliance, employment benefits and deductions, employment terminal benefits & its Management and basic HR compliance & record keeping.*

**Part – A “Wage Application & Compliance”**

- a. Minimum Wages & Its application ( central & states sphere)
- b. Structuring and Composition of Wages
- c. Components of Salary and Various Perquisite (Incentive Scheme)

**Part – B “Employment Benefits & Deductions”**

- a. Social Security Benefits & its Basis ( PF/ESI/Gratuity/Leave Wages)
- b. Impact from the Changes in Law regarding Social Security ( Operational challenge)
- c. Authorised Deduction and Limitation of Deduction from the Wages
- d. Govt Deductibles/Non Deductible (Security & Tax Implication on Wages )

**Part – C “Employment Terminal Benefits & its Management”**

- a. Application of Bonus, Gratuity, Leave Wages, Maternity Benefits & Workmen Compensation( Basis & Calculation )
- b. Understanding to Leave & Time Management
- c. Entry and Exit Management
- d. Legal-connect with Induction & Exit process (Full and Final Settlement)

**Part – D “Basic HR Compliance & Records Keeping “**

- a. Monthly Due Diligence & Practice e. Various Register, Records & Return Mandatory to be Maintained
- b. Display of Notices & document of importance at premises

*Towards the closure of the training the participants were felicitated with certificate of participation.*

**SAVE THE DATES: Flexi Staffing Skill Enhancer – Training Series Calendar**

Training Details	Delhi	Mumbai	Bangalore	Kolkata
Latest Trends in Temp Hiring / Simplifying technology for recruiting	<a href="#">Done</a>	<a href="#">17-Oct-15</a>	<a href="#">Done</a>	<a href="#">Done</a>
Simplifying Compliances	<a href="#">Done</a>	<a href="#">Done</a>	-	<a href="#">20-Sep-15</a>
CRM	-	-	<a href="#">15-Nov-15</a>	-

**GLIMPSES OF THE TRAINING**





### **Indian Staffing Federation (ISF)**

ISF is an apex body representing flexi Staffing Companies in India with more than 40 members and over 450,000 flexi staff. The federation is the authoritative voice representing the interests of temporary staffing businesses. The collective aim is to provide a platform for recognized employment, work choice, even compensation, annual and health benefits for the temporary workforce that constitutes a sizeable segment of India's total workforce. The principal activities of ISF include strengthening the triangular employment relationships, in which the staffing company is the employer of the temporary worker, who works under the supervision of the user company.

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