



**JOIN US via ZOOM!**

## Best Practices for Responsible Exit Management (Online)



### Introduction

Because of the dynamic nature of the market, organisations are compelled to stay agile in response to shifting demand. As such, restructuring exercises necessary to re-align the workforce to new realities, retrenchments happen.

However, some companies who have not conducted their retrenchment exercises correctly and have run foul of the Ministry of Manpower, earning special mention in the media from the Minister herself!

So, how should a company exit their staff in a compassionate manner and what are the advantages of doing so?

Let the authors and outplacement experts from Career Agility International walk you through the Business Case for Responsible Retrenchment.

### For whom

Designed with HR Leaders and Practitioners in mind, this workshop aims to give you the practical skills needed when an employee or group of employees need to be exited, whether it is due to downsizing or performance-related issues.

### Course Objective

In this 3-hour session, Participants will learn how to plan and execute an Employee Exit exercise, ranging from a small-scale exit to a large-scale one. They will learn the strategic implications of different viewpoints and how to minimise pitfalls and unintended results. Using extensive examples of real-life case-studies, this workshop offers a very practical approach to mastering this increasingly critical HR skill-set that is growing in demand.

### Course Fee

\$192.60 (inclusive 7% GST)

### Outline

- Why Exits Happen, Different types of Exits Strategies Implications for HR
- The Business Case for Responsible Retrenchment Case Studies – Best Practices and common mistakes
- Planning and Executing The Exit – The 6 Step Process
- How to Train the Notifying Managers
- Dos & DON'Ts of Exit Management
- Review and Q&A

### About the Trainers

#### Adrian Choo

Adrian is Singapore's most prolific Career Mentor and CEO of Asia's only Career Strategy Consulting Firm, Career Agility International. He has over a decade of Senior Executive Search experience in the Asia Pacific region. Adrian graduated from the National University of Singapore with an Honors degree in Business Administration.

#### Chee Sze Yen

Sze Yen is a Certified Master Coach and Career Coach with over 19 years' experience in executive and career-transition coaching as well as facilitating career management senior level Executive Search. Chee Sze Yen graduated from the National University of Singapore with Bachelor of Business Administration and Masters of Arts in Communications Management from University of South Australia.

Duration : 0.5 days, 9am to 12pm  
Course Venue : Virtual via Zoom

### Enquiries:

Malar DID: 6827 6934 / Training hotline: 6827 6927

Email : malar@snef.org.sg / trg@snef.org.sg