

	PRODUCT SHEET	Identification : Trainevo-Ficheprod-01
		Revision Date: 11/2021
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Training Title: Absenteeism prevention at Work

This training allows to deploy a methodology for the prevention of absenteeism at work that can significantly impact the company's performance.

Reference:	Category:	Duration:
Trainevo-022022-RH-03	Human resources	1 day
Language(s):	Training organization:	Nb of participants (min):
French		6

Objectif(s)

Implement a method to prevent absenteeism.

Reduce the level of absenteeism in order to return to a financial and social balance essential to the functioning of your business.

Improve working relationships with employees.

Program

- 1-Establish a diagnosis of absenteeism
- 2-Deploy a method to prevent absenteeism
- 3-Establish an action plan for the prevention and control of absenteeism
- 4-Audit and evaluate the performance of the absenteeism prevention plan
- 5-Correct and continuously improve the absenteeism prevention plan

Method

The participatory presentation, integrating a methodology and implementation tools, facilitates the acquisition of skills.

Target audience

Staff concerned:

Managers, HR, Designated Worker, Assistant or QSE/HSE/OHS Manager, employee representatives.

Evaluation

Certificate of training