

Gurukul Educational And Research Institute

SHIKSHA SANKUL, SAHASTRADHARA ROAD, NEARBY IT PARK,
DEHRADUN, UTTARAKHAND PIN CODE - 248013



Contact@geritharidwar.org



DIPLOMA IN LABOUR LAW

Duration: 1 Year

Eligibility: 12th Pass / Graduate (Preferred) Mode: Theory + Case Study+Practical

Semester 1 – Labour Law Foundations

Introduction to Labour Law

- Meaning & Scope of Labour Law
- History of Labour Legislation in India
- Employer–Employee Relationship
- Industrial Relations Overview

Important Labour Acts (Basic Study)

- The Factories Act
- The Minimum Wages Act
- The Payment of Wages Act
- The Industrial Disputes Act
- The Trade Unions Act

Employment & Working Conditions

- Working Hours & Leave Rules
- Overtime Rules
- Safety & Welfare Provisions
- Child Labour Provisions

Social Security Laws

- Provident Fund (PF)
- ESI (Employee State Insurance)
- Gratuity Act
- Maternity Benefit Act

Semester 2 – Advanced Labour Law & Compliance

Industrial Relations

- Collective Bargaining
- Strike & Lockout
- Disciplinary Action
- Domestic Enquiry

HR Compliance & Documentation

- Appointment Letter
- Offer Letter
- Termination Letter
- HR Policy Drafting
- Labour Register Maintenance

Labour Law Compliance Management

- Labour Inspection
- Legal Notices
- Court Procedures (Basic Overview)
- Case Study Analysis

Payroll & Statutory Compliance

- Salary Structure
- PF & ESI Calculation
- TDS Basics
- Bonus Act

Practical / Project

- Drafting HR Documents
- Labour Law Case Study Compliance
- Checklist Preparation
- Final Viva

Examination Pattern

- Theory Exam
- Practical Assignment
- Case Study
- Viva

Career Scope

- Labour Law Executive
- HR Compliance Officer
- Payroll Executive
- Industrial Relations Assistant
- Legal Compliance Assistant

