

24 Hour Response Service

- Unlimited round the clock telephone access, 365 days per year to a highly skilled team of specialists
- E-mail advice and guidance during office hours
- Law At Work's advice is always practical and designed to get the business where it wants to be, quickly and safely, identifying any risks involved
- Regular feedback to identify broader issues
- Our aim is to help you to take well-informed business decisions with the minimum of legal exposure

Employment Practices Indemnity

Our Clients may also obtain an Employment Practices Indemnity package. The package covers most Industrial Tribunal and Court awards brought by employees against your company and legal defence costs incurred in defending such employment related cases.

Crisis Intervention

If your business experiences a serious health & safety incident, the last thing you want to be thinking about is cost. A Law At Work specialist will join you on site as quickly as possible in order to aid your management to deal with the situation efficiently.

What it costs

Law At Work's Advisory and Compliance Plus services are charged for on a sliding scale dependent on the size of the business, its setup and the services required. They are paid for on a contractual basis, with the costs agreed in advance, no matter how much use a client makes of the services.

Additional Law At Work services are also available as required:

- In-house HR Training
- Recruitment Services
- Work Permit Application Services
- Strategic Planning & Balanced Scorecard
- Environmental Consultancy

You can find out more about what Law At Work can do for your business by writing to:

Law At Work (Malta) Ltd
57, St Christopher Street, Valletta VLT08

or by telephoning: 21 228162
or by emailing: info@lawatwork.com.mt
on the Web at: www.lawatwork.com.mt

Disclaimer: Law at Work's service providers are duly qualified practitioners in their fields but they are not intended to substitute for clients' own legal and other advisors whose participation in discussion and action is encouraged at all stages.



Complete
Employment and
Health & Safety
Solutions for Business

Law At Work (Malta) Limited (Law At Work) provides businesses with a complete tailored solution to their employment, human resource management and health & safety requirements.

Law At Work (Malta) Limited is an associate company of the Law At Work Group; headquartered in Scotland and a leader in this line of business.

The Health & Safety Service includes:

- Practical, round the clock Health & Safety advice
- Auditing and redrafting of all Health & Safety policies and procedures
- Risk Assessments and a Compliance Audit
- Health & Safety management support
- Crisis intervention and support

The Employment Service includes:

- Practical, round the clock employment advice
- Auditing and redrafting of employment-related systems and documentation
- HR-related management support
- Training in employment regulatory issues, HR management, and employee relations issues

Workplace regulation and management is complex and ever changing. Businesses that trip up face substantial penalties and compensation for unfair dismissal, discrimination and harassment cases is unlimited.

Moreover, the pace of change is accelerating rapidly with the increasing influence on local implementation of European directives on fixed term contracts, part-time employment, working time, and equal opportunities to mention a few. In Malta, the concepts of equal pay for equal work, new anti-discrimination provisions parental and urgent family leave, the regulation of working time and other measures which give employees the right to seek recourse to the Industrial Tribunal on a number of new grounds have also been introduced.

Employment and Health & Safety Regulations which may result in fines for their breach are also on the increase, and greater responsibility than ever before now rests on those responsible for businesses.

The benefits offered by Law At Work

- Law At Work services are paid for on a contractual basis, with the costs agreed in advance, no matter how much use a customer makes of the services. This allows businesses to spread the cost of compliance over the contract period;
- In addition to the financial savings, all businesses experience significant saving of management time, and greater peace of mind;
- Law At Work engages a diverse and highly skilled group of professionals with extensive industrial and business experience in the field of employment and Health & Safety - all available to support your business;

Health & Safety Compliance Plus

- Includes a Compliance Audit designed to cover all the Health & Safety issues faced by the business
- Company-wide Health & Safety report identifying strengths and weaknesses and highlighting areas where attention is required
- Management Action Plan designed to provide a step by step approach to dealing with problem areas
- Creation and redrafting of all documentation necessary for compliance purposes
- Regular updating of documentation, as the business and the legal environment change
- May include Specific Risk Assessments as required

Employment Compliance Plus

- Includes an Audit of HR and employment documentation, processes, policies and procedures
- Creation and redrafting of all necessary documentation designed to provide flexibility and room for change to serve the business into the future
- Drafting of HR policies and procedures tailored to the needs of the business
- Preparation of employment contracts for each category of employee
- Preparation of employee handbooks
- Regular updating of documentation, as the business and the legal environment changes