

## 2023 ALBURO LAW PUBLIC TRAINING CALENDAR

JANUARY	CATEGORY	DATE	DAY	TIME
Having your Own Corporation: Qualifications, Rights and Responsibilities of Directors and Officers	Business Law	14	Saturday	2:00pm-5:00pm
How to Get your Legal Incentives and Exemptions as an Employer	Labor Law	18	Wednesday	9:00am-11:00am
FEBRUARY	CATEGORY	DATE	DAY	TIME
Property Sharing: Legalities You Should Be Aware About Co-Ownership	Business Law	2	Thursday	9:00am-12:00nn
Payroll 101: A Complete Legal Guide	Labor Law	8	Wednesday	9:00am-12:00nn
Know the Legal Rights and Obligations of Stockholders	Business Law	15	Wednesday	9:00am-12:00nn
Technical Writing and Proper Documentation of Disciplinary Cases	Labor Law	23	Thursday	9:00am-5:00pm
MARCH	CATEGORY	DATE	DAY	TIME
Contracts in a Legal Nutshell: An Easy-to-Follow Guide for Non-Lawyers	Business Law	1	Wednesday	9:00am-11:00am
3rd Run Labor Law Certification Training: A Comprehensive Guide for HR Professionals	Labor Law	9-10	Thursday-Friday	9:00am-5:00pm
Effective Collection of Debts without a Lawyer under the New Normal	Business Law	15	Wednesday	9:00am-11:00am
Legalities you need to know on Occupational Safety & Health Standards	Labor Law	23	Thursday	9:00am-11:00am
Must Know for Contracting and Subcontracting under Labor Laws	Labor Law	29	Wednesday	9:00am-12:00nn
APRIL	CATEGORY	DATE	DAY	TIME
Legal Tips for Employers on Collective Bargaining Agreement (CBA) Negotiations	Business Law	20	Thursday	9:00am-11:00am
How to Avoid Illegal Dismissal Cases	Labor Law	26	Wednesday	9:00am-5:00pm
MAY	CATEGORY	DATE	DAY	TIME
Protect your Business: Learn The Anti-Bouncing Check Law (Batas Pambansa Bilang 22)	Business Law	3	Wednesday	9:00am-11:00am
Theft of Company Property: What to do when employees steal in the workplace?	Labor Law	10	Wednesday	9:00am-12:00nn
One-Person Corporation Simplified	Business Law	20	Saturday	2:00pm-5:00pm
Reducing Personnel Headcount Legally and Effectively	Labor Law	31	Wednesday	9:00am-12:00nn
JUNE	CATEGORY	DATE	DAY	TIME
Knowing the Powers of Your Corporation	Business Law	7	Wednesday	9:00am-11:00am
11 Golden Rules of Employee Discipline and Termination	Labor Law	14	Wednesday	9:00am-12:00nn
Pausing and Closing your Business: A Complete Guide to avoid Penalties	Business Law	22	Thursday	9:00am-11:00am
3th Run of Labor Law Certification Training: A Comprehensive Guide for HR Professionals	Labor Law	27-28	Tuesday-Wednesday	9:00am-5:00pm
JULY	CATEGORY	DATE	DAY	TIME
The Law on PhilHealth and Pag-Ibig: All Employers and Employees Need to Know	Business Law	5	Wednesday	9:00am-12:00nn
Effective Employee and Labor Relations Management	Labor Law	12	Wednesday	9:00am-11:00am
Rightful Claim: Legal Facts on Claiming Damages	Business Law	19	Wednesday	9:00am-11:00am
Tax Incentives on Salaries and Benefits of Employees	Labor Law	26	Wednesday	9:00am-12:00nn
AUGUST	CATEGORY	DATE	DAY	TIME
Understanding the Legalities of Franchising Agreement	Business Law	2	Wednesday	9:00am-12:00nn
Must-Have Knowledge About DOLE Compliance Inspections	Labor Law	10	Thursday	9:00am-12:00nn
Having your own business identity: Trademark Registration and other Intellectual Properties	Business Law	23	Wednesday	9:00am-11:00am
Effective Workplace Discipline: A Complete Guide to Supervisors and Managers	Labor Law	30	Wednesday	9:00am-11:00am
SEPTEMBER	CATEGORY	DATE	DAY	TIME
The Data Privacy Law Simplified	Business Law	6	Wednesday	9:00am-12:00nn
Legal Guidelines on Hours and Conditions of Work	Labor Law	14	Thursday	9:00am-11:00am
Legal Compliance Guide for Startup and Small Businesses	Business Law	20	Wednesday	9:00am-12:00nn
2nd Run of How to Avoid Illegal Dismissal Cases	Labor Law	27	Wednesday	9:00am-5:00pm
OCTOBER	CATEGORY	DATE	DAY	TIME
Updates on Safe Spaces, Anti-Sexual Harassment, Drug-Free Workplace and Other Mandatory Policies	Business Law	4	Wednesday	9:00am-12:00nn
Condominium Owners' Rights and Obligations under Philippine Law	Property Law	11	Wednesday	9:00am-11:00am
5th Run of Labor Law Certification Training: A Comprehensive Guide for HR Professionals	Labor Law	19-20	Thursday-Friday	9:00am-5:00pm
How to Prepare and Handle BIR Audits	Business Law	25	Wednesday	9:00am-12:00nn
NOVEMBER	CATEGORY	DATE	DAY	TIME
Developing Winning HR Policies	Labor Law	8	Wednesday	9:00am-12:00nn
Legalities on Sale of Properties in Installment	Property Law	15	Wednesday	9:00am-12:00nn
Effective Handling of Estate Settlement under the Law	Property Law	22	Wednesday	9:00am-11:00am
Annulment in the Philippines 101: Everything you Need to Know in the Law on Annulment	Annulment	29	Wednesday	9:00am-11:00am