Social Security and Labour Welfare Training Course

Professional Development Training Course Outline

Category	Trade Unions	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Social Security and Labour Welfare form the backbone of a resilient and inclusive workforce ecosystem, ensuring economic protection, employee well-being, and sustainable development across industries. In today's rapidly evolving global labour market, organizations are prioritizing social protection systems, workforce compliance, ESG standards, and human capital development to enhance productivity and reduce vulnerability. Social Security and Labour Welfare Training Course is designed to build deep expertise in labour law compliance, social security frameworks, welfare policy implementation, and employee rights protection, enabling professionals to navigate complex regulatory environments effectively.

The course provides a comprehensive understanding of pension systems, health insurance schemes, unemployment benefits, workplace welfare policies, and international labour standards (ILO frameworks). Participants will gain practical insights into policy design, welfare administration, payroll compliance, and social protection mechanisms, aligned with modern trends such as digital social security systems, gig economy protection, and inclusive labour governance. It equips learners with the skills to implement sustainable welfare strategies that enhance both organizational performance and employee satisfaction

Programme Curriculum

Social Security and Labour Welfare Training Course

Introduction

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Course Duration

5 days

Course Objectives

1. Understand social security systems and labour welfare policies globally and locally
2. Analyze employee protection laws and labour compliance frameworks
3. Apply welfare benefit administration techniques in organizations
4. Evaluate pension schemes, insurance systems, and retirement benefits
5. Implement occupational safety and health (OSH) standards
6. Develop strategies for workforce well-being and productivity enhancement
7. Interpret International Labour Organization (ILO) conventions
8. Manage payroll compliance and statutory deductions effectively
9. Design inclusive workplace welfare programs
10. Assess gig economy and informal sector social protection models
11. Strengthen HR compliance and labour audit systems
12. Promote ESG-aligned labour welfare governance
13. Build capacity in digital social security management systems

Target Audience

1. HR Managers and HR Officers
2. Labour Welfare Officers
3. Compliance and Legal Officers
4. Government Social Security Administrators
5. Payroll and Finance Professionals
6. Trade Union Leaders
7. Policy Makers and Public Sector Officials
8. Occupational Health and Safety Practitioners

Course Modules

Module 1: Foundations of Social Security Systems

- Evolution of social protection frameworks
- Types of social security schemes globally
- Role of government and private sector
- Contribution-based vs tax-funded systems
- Digital transformation in social security
- **Case Study:** Implementation of national social security digitization system improving enrolment efficiency and fraud reduction.

Module 2: Labour Welfare Legislation & Compliance

- Key labour laws and regulations
- Employer obligations and worker rights
- Statutory compliance mechanisms
- Labour inspections and audits
- Penalties and enforcement frameworks
- **Case Study:** A manufacturing firm improving compliance score after labour law audit intervention.

Module 3: Employee Benefits & Welfare Administration

- Health insurance and medical benefits
- Housing and family welfare schemes
- Employee assistance programs (EAPs)
- Leave and retirement benefits
- Welfare fund management systems
- **Case Study:** Corporate welfare program reducing employee turnover by improving benefits structure.

Module 4: Occupational Safety and Health (OSH)

- Workplace safety regulations
- Risk assessment and hazard control
- Accident reporting and prevention
- Safety training programs
- Health surveillance systems
- **Case Study:** Construction site reducing accidents by 40% after OSH compliance training rollout.

Module 5: Pension Systems and Retirement Security

- Defined benefit vs defined contribution plans
- Retirement planning frameworks
- Provident fund management
- Gratuity systems
- Old-age income protection strategies
- **Case Study:** Pension reform improving retirement coverage for informal workers.

Module 6: Payroll Compliance and Statutory Contributions

- Payroll processing fundamentals
- Tax deductions and contributions
- Social security payroll integration
- Compliance reporting systems
- Audit trails and documentation
- **Case Study:** Company avoiding penalties after implementing automated payroll compliance system.

Module 7: Informal Sector & Gig Economy Protection

- Challenges in informal employment
- Platform economy labour rights
- Portable benefits systems
- Micro-insurance models
- Policy innovation for gig workers

- **Case Study:** Gig worker protection scheme introducing portable health insurance coverage.

Module 8: Digital Social Security & Future Trends

- E-governance in social welfare
- AI in labour compliance monitoring
- Blockchain for benefit distribution
- Data-driven policy making
- Smart welfare ecosystems
- **Case Study:** Digital welfare platform reducing claim processing time by 60%.

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com