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The EMPOWER  
**Fundamentals of Absenteeism Management**  
Workshop

Unauthorised absenteeism costs the economy billions in lost profits and negatively affects the productivity and morale of your whole organisation.

You can, and you should, take back control of the workplace. You owe it to yourself, and you owe it to your loyal employees.

At The EMPOWER **Fundamentals of Absenteeism Management** workshop you will be equipped with the knowledge and skills you need to effectively manage and ultimately cure the scourge of Absenteeism.

The workshop will take you through the process of first understanding absenteeism then developing a strategy to control it and finally to implement measures to cure it.

### **Understanding Absenteeism**

*Until you understand a subject you cannot manage it.*

- \* The primary obligations of employers and employees to each other.
- \* The Legal environment that governs this relationship.
- \* The difference between authorised and unauthorised absence.
- \* The difference between Legal and Illegal absence.
- \* The impact of visible and invisible absence.
- \* The abuse of authorised absence.
- \* The emotional causes of absence and the emotional fall out of absence

### **Controlling Absenteeism**

*Absenteeism can and should be controlled*

- \* The value of proper record keeping.
- \* Designing and implementing an effective Absenteeism policy.
- \* How to apply discipline if you have to, and what discipline you can apply.
- \* Implementing effective performance management measures.

### **Curing Absenteeism**

*Absenteeism is often a sign that employees do not take their jobs seriously.*

- \* Creating a positive workplace environment.
- \* Designing effective reward and recognition policies.
- \* Improving management methods.
- \* Developing workplace significance.

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To book this powerful workshop to EMPOWER your team  
call Johan or Linda @ **083 304 2867** or e-mail : **johan@motivate.co.za**

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You get an iron clad **Customer Satisfaction Guarantee**

I am very proud of the work that I do and I am committed to offering great service and products that will improve your life and solve your problems. So to give you the peace of mind knowing that you are working with a dedicated professional I offer you a

**"Customer Satisfaction Guarantee"**

which means that if you feel my services were not of an acceptable standard or did not meet your requirements then you do not have to pay.

I believe that

**"Smart talk might get you into the job, but only smart work will keep you in the job"**

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**Johan V Campbell - The Corporate Healer**  
Certified POWER Practitioner  
**Life and Business Coach**

**VISION**

To be recognised  
as the world's leading provider  
of business and personal development systems.

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A professional speaker and trainer, Johan delivers exciting and empowering presentations, seminars and workshops. Using his diverse background to relate to key business principles, Johan enriches his content with insightful and dramatic illustrations, stories, and humour.

Johan has the ability to make the most complicated subject easy to understand and the most sensitive subject easy to deal with.

In the words of one delegate;

*"It's been said that a picture paints a thousand words, Johan's words paint a thousand pictures. You don't listen to Johan. You experience him"*

In the words of another delegate;

*"Johan gives us a genuinely original and inspiring way of understanding ourselves and our place in the universe. I was increasingly impressed and then converted by his learned explanation for society's competitive and self-destructive behaviour."*

More than thirty years of business experience provides a vast wealth of information and experience upon which he draws as a *professional speaker and trainer* in relating to his audiences. Each presentation is a "living work in progress" constantly evolving as new information is discovered.

Johan's workshops and seminars have been rated by virtually every delegate as the best they have ever attended and the results in terms of personal growth have been phenomenal.

*Johan's goal in speaking to each group is threefold:  
to open their minds, to touch their emotions, and to challenge their perceptions.*

**Fundamentals of Absenteeism Management**

*An organisation is only as good as the people in the organisation  
therefore to build the organisation you have got to build the people.*