

## TEACHING GUIDE

Course Information	
Full name	Labour Law and Regulatory Compliance
Code	0000012189
Degree	<a href="#">Master's Degree in Talent Management / Master in Talent Management from Comillas Pontifical University</a>
Taught in	Master's Degree in Talent Management / Master in Talent Management
Level	Postgraduate Official Master's Degree
Term	Quarterly
Credits	3,0 ECTS
Type	Mandatory
Person in charge	Robert Antonides Campos
Office hours	Continuous availability via email

Professor information	
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## **SPECIFIC COURSE INFORMATION**

### **Course contextualization**

#### **Contribution to the professional profile of the degree**

##### **Labour Legal Framework**

The positioning and identification of the basic legal framework within which it operates is one of the necessary pillars for understanding the complex world of Human Resources. To do this, you must be aware of both the rights and obligations of the parties involved in the job relationship, as well as the characteristics of an employment relationship and how to distinguish them from similar non-work relationships.

This block will introduce the student to labor regulations and the margins of action of companies and workers in the day-to-day operations of an employment relationship.

##### **Work Relationships and Contracts**

In the world of human resources, it is essential to have basic knowledge related to the rights of workers both individually and collectively. It is equally important to have essential notions in relation to existing employment contracts in the current legal framework since they constitute basic tools for Management of human resources. Ignorance in terms of contracts generates problems such as poorly planned negotiation processes for new hires, aspects that are susceptible to contractual regulation remain unspecified, doubts regarding the content of the employer-employee relationship, and even higher expenses caused by an inadequate selection of the ideal contractual modality in each case.

This block will allow the student to know the risks and benefits derived from the management of labor relations in a company.

##### **International Mobility**

The globalization of the business world as well as the internationalization of companies imply that the international mobility of the workforce is something consubstantial to the practice of human resources. For this reason, it is increasingly common for human resources departments to manage situations in which the international component is key.

This block will allow the student to know the basic guidelines for the management of international mobility and the design of mobility policies within the function of human resources.

##### **Labour Risk Prevention**

The function of human resources, as a practice centered on people, also encompasses the prevention of the risks that the worker has in the habitual performance of his work.

This block will allow the student to know the basic lines to consider to adequately manage the prevention of occupational risks.

##### **Data Protection**

The current situation of the legal framework of labour relations means that professionals in the sector face a multitude of questions on a day-to-day basis arising from the legal treatment of personal data generated on the labour relationship. They are an essential foundation in terms of productivity, performance measurement and control of work activity, but at the same time incorrect use can expose organizations to very large fines. The increase in remote work and the need to strengthen employee health control systems are generating a continuous evolution of systems and relevant pronouncements on the matter. This block will identify the basic legal bases that allow certain data related to labour relations to be processed, as well as the mechanisms for managing incidents that arise on a day-to-day

basis.



**Competences - Objectives**

**Competences**

**GENERAL**

<b>CG2</b>	Use critical thinking for decision making and problem solving in talent management processes	
	<b>RA2</b>	Interpret, analyze, synthesize and evaluate ideas, and do so from a critical point of view.

**SPECIFIC**

<b>CE9</b>	Understand the labor legal framework and proceed with compliance with the regulations that affect the rights and duties of the companies and the people that make up the organization.	
	<b>RA1</b>	Become acquainted with know, interpret and apply the regulations that affect workers in the company.
	<b>RA2</b>	Establish the mechanisms for correct management of occupational risks, perceive the importance of psychosocial factors in the health of employees and how it is related to their performance and job satisfaction. Know how to make decisions taking these factors into account.
	<b>RA3</b>	Define the regulatory process for dismissal of workers and specify the support and help mechanisms provided by the organizations.

## THEMES AND CONTENT

Contents-Themes
<b>Labor legal framework</b>
<ul style="list-style-type: none"><li>- ♦ The labor legal framework in the legal system: importance and delimitation.</li><li>- ♦ Definition of the employment relationship: defining notes of the employment relationship.</li><li>- Rights and obligations arising from the employment relationship.</li></ul>
<b>Labor Relations</b>
<ul style="list-style-type: none"><li>- Importance of national and international standards.</li><li>- ♦ Objective delimitation of labor relations and the courses involved.</li><li>- Delimitation of the figure of the worker: new forms of work and challenges for the future of human resources</li><li>- Delimitation of the figure of the employer: company groups, triangular relations, productive decentralization and assignment of workers.</li><li>- Working time</li><li>- Interruptions and suspensions of the employment contract</li><li>- Infringements and sanctions</li><li>- Employment contract: definition and typology.</li><li>♦</li><li>♦</li></ul>
<b>Data protection</b>
<ul style="list-style-type: none"><li>- ♦ Regulatory framework.</li><li>♦</li><li>- Employee personal data.</li></ul>
<b>International mobility</b>
<ul style="list-style-type: none"><li>- Introduction to international mobility as a reality in the function of human resources.</li><li>- Labor and fiscal aspects.</li><li>- Corporate responsibility for safety</li></ul>

## TEACHING METHODOLOGY

### General methodological course aspects

#### Presential Methodology: Activities

- ✓ Students work cooperatively in pairs or small groups, receive a task, case or course that requires sharing information and resources among members with the purpose of achieving a common goal. Based on the case study method, learned by each student, and discussed by each group before the individual interventions of each general session.
- ✓ The project-based learning method encourages inductive learning. From the analysis of specific examples, the different analysis tools are built and general rules applicable to all types of companies and sectors are induced. For this reason, it is essential to study the methodologies to be used and to actively participate in the discussions of the general sessions.
- ✓ Exhibitions about their skills and abilities to get a job.
- ✓ The presentations must be evaluated and critiqued by the rest of the classmates or by the professor with the purpose of going deeper into the course. Expository lessons.
- ✓ Expository lessons.

#### Non-presential Methodology: Activities

- ✓ Individual study.
- ✓ Individual reading of different types of texts (cases, books, magazines, articles, press, Internet publications, reports on practical experiences, etc.) related to the courses being studied.
- ✓ Cooperative work of students who, in pairs or small groups, receive a task which requires sharing information and resources among members with the aim of achieving a common goal.

**SUMMARY OF STUDENT WORK HOURS**

**PRESENTIAL HOURS**

Professor Exposition	Student exhibition. Debates and group dynamics	Exercises and problem solving. Elaboration of applied work	Analysis and documentation	Tutorial sessions	Development of real projects for organizations
8	11	10	0	1	0

**NON-PRESENTIAL HOURS**

Professor Exposition	Student exhibition. Debates and group dynamics	Exercises and problem solving. Elaboration of applied work	Analysis and documentation	Tutorial sessions	Development of real projects for organizations
0	0	20	27	1,5	0,5

**CRÉDITS ECTS: 3,0 (79,00 hours)**



**EVALUATION AND GRADING CRITERIA**

Graded Activities	Evaluation Criteria	% of total grade
<p>Evaluation of the individual or collective projects carried out by the students, some of them presented in class.</p>	<p>Work adequacy to the objectives set</p> <p>On time delivery.</p> <p>Goal adequacy and focus.</p> <p>Reached goals.</p> <p>The participation of all the members of each team in the presentations and elaborations is necessary.</p>	<p>30</p>
<p>Carrying out oral and written exams, public defences and multiple-choice tests, concept tests and resolution of practical cases as an exam</p>	<p>Throughout the program, exams or written tests will be carried out in which the solidity of the concepts acquired will be put to the test.</p> <p>To pass the course, the final exams and written tests of each section of the course must be passed. In the case of several exams in the same section or block of a course, the weighted average of them must be greater than 4.90 as necessary condition to pass the course.</p>	<p>50</p>
<p>Active in-class participation by the student.</p>	<p>When we talk about participation, it is clear that the positive and negative aspects are counted, and that the quality of participation is as important as the quantity. The students' participation in class, the quality and opportunity of their interventions, the quality in the preparation and presentation of the works, predisposition and commitment, initiative, attendance.</p>	<p>20</p>

## Grades

The evaluation criteria of the course are governed by the following regulations:

1. All students must comply with 100% attendance on the days set for this course. Any absence must be justified.
2. The final grade corresponds to the sum of the graded activities, evaluation criteria and % of total grade described in the Evaluation and Grading Criteria section.
3. Individual and group work must be delivered on time and in the manner planned by the course professor.
4. A final mark below 5 implies the completion of an extraordinary test. The final grade in this exam may not be higher than the median of those passed at the time of set exams.

### **The Evaluation Criteria to enroll for a second year**

The student enrolled in the course for the second year must comply with the individual and group tasks set by the course professor. The same evaluation criteria described in the Evaluation and Grading Criteria section will be maintained.

For those circumstances not foreseen in this Teaching Guide, the Advantere School of Management Regulations and the Comillas General Regulations will apply.

**BIBLIOGRAPHIES AND RESOURCES****Basic Bibliographies****Books and manuals**

- Teun Jaspers, Frans Pennings, Saskia Peters (eds.) "European Labour Law", Intersentia, August, 2019.
- Gerardus Blokdyk, HR Compliance A Complete Guide - 2021 Edition (English Edition), The Art of Service.
- Protección de datos en las relaciones laborales, Francis Lefebvre, Jesús Mercader Ugina, 2ª Edición, ISBN, 978-84-17317-56-0
- Casas Baamonde, María Emilia; Gil Albuquerque, Román (dirs.). "Derecho Social de la Unión Europea. Aplicación por el Tribunal de Justicia": Madrid: Francis Lefebvre, 2018. ISBN 978-84-17317-13-3
- Ana Matorras (directora), "La expatriación de trabajadores", Aranzadi, 2012, ISBN 978-84-9903-952-7

**Web Resources**

- [CURIA - Formulario de búsqueda](#)
- <https://www.poderjudicial.es/search/indexAN.jsp>
- <https://www.ilo.org/global/lang--es/index.htm>
- <https://eur-lex.europa.eu/homepage.html>
- [https://ec.europa.eu/info/index\\_en](https://ec.europa.eu/info/index_en)
- <https://www.mckinsey.com/es/our-insights>

In compliance with current regulations regarding the **protection of personal data**, we inform you and remind you that you can consult the aspects related to privacy and data protection that you have accepted in your registration by entering this website and pressing "download".

[https://servicios.upcomillas.es/sedelectronica/inicio.aspx?csv=02E4557CAA6F4A81663AD10CED66792](https://servicios.upcomillas.es/sedeelectronica/inicio.aspx?csv=02E4557CAA6F4A81663AD10CED66792)