



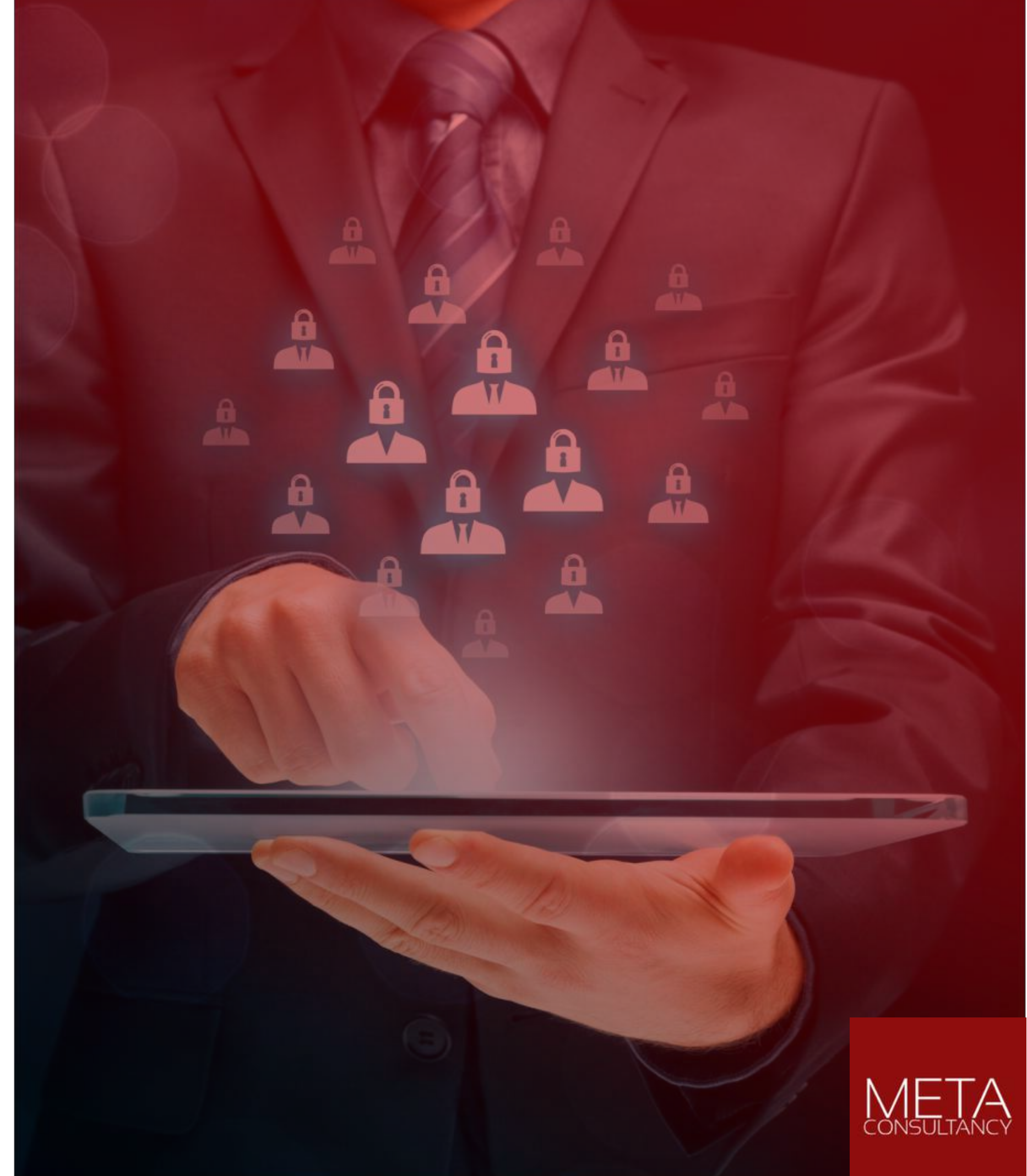
META
CONSULTANCY

Training Courses

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Meeting your inhouse training requirements

Meta Consultancy Ltd provides tailor-made in-house legal related training courses to corporate bodies in Mauritius. We work in close collaboration with the HR/Head of Departments to understand the training needs being sought and deliver our training sessions online or through face-face interactions, with a view to upskilling the target personnel, addressing legal risks of the organization, and ensuring that the personnel being trained not only understand the dos and don'ts but fully appreciate the legal parameters within which they operate. The present slides presentation- by no means exhaustive- gives a brief overview of the contents of corporate training we have conducted.



AML/CFT for the insurance sector

This whole day course reviews the legislative and regulatory framework with respect to combatting money laundering and countering the financing of terrorism activities and looks at the conduct expected from insurance staff. The course looks at fraud typologies involving insurance products that could give rise to money laundering offences and the possibility of bribery through insurance products. Participants are thereon call upon to discuss the safeguards they have and whether these are sufficient to prevent the commission of money laundering. The course ends setting out the sanctions that may be imposed by the regulator for breach of the legislative framework for participants to fully appreciate that a breach of the regulatory framework may lead to serious consequences. The course complements that of Financial Crimes which is also offered.



Financial Crimes

The Financial Crimes Commission Act 2023 (FCCA) came into force on the 29 March 2024, imposing upon legal entities an obligation to have adequate procedures in place, which are reasonably necessary, to prevent it or any person acting on its behalf from committing, a corruption or fraud offence. A failure of doing so could lead the said private entity paying a fine of up to 20 million rupees.

Staff should not only uphold high ethical standards by adhering to relevant policies of the organization but any employer leaning on the side of caution, should as part of its internal procedure, dispense regularly training to its staff for them to understand acts that may give rise to the commission of an offence under the new legislation, which could bring the organization in disrepute and stain one's professional career forever.



Financial Crimes (cont.)

The 3 hours training session focuses on various sections of the FCCA, delve into how the private sector employees may fall within the ambit of the legislation, draws parallels with the organization's policies, provides examples of case-law, and creates an overall awareness of the relevant legal framework in Mauritius.



Harassment

The course explains moral harassment, violence at work, and sexual harassment from a local perspective, and also looks at good practices from overseas legislations and judgments of foreign jurisdictions, to explain the liability that an organization and its personnel face (both civil and criminal) when these issues are not adequately addressed. The course also looks at what an organization can do to tackle harassment at work. At the end of the course, participants should be able to (i) identify acts that could amount to harassment, (ii) understand the risks associated to such acts for both the employee and the employer, (iii) seek redress and remedy through internal existing processes within the organization, and (iv) consider whether the acts are serious and assess whether these acts ought to be reported to enforcement agencies.



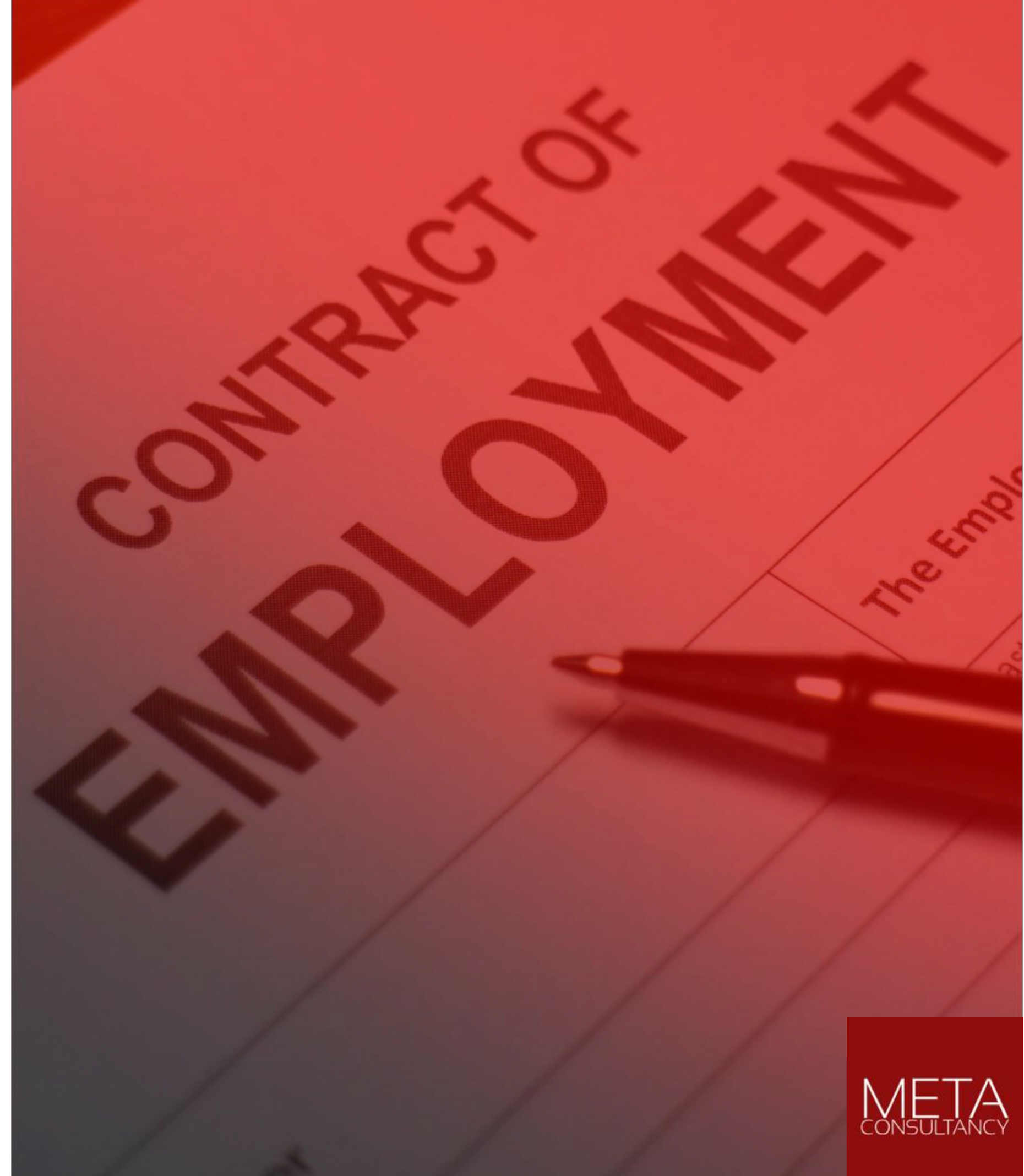
The Disciplinary Hearing

This full day workshop starts with an overview of the legal parameters for convening and conducting a disciplinary committee and sets out some key established legal precedents. Participants are then asked to analyse a letter setting out various charges against an employee and are asked to give their views on whether the charges have been well spelt out and are queried as to danger for not setting the charges with brevity and precision. Participants are then presented with a case scenario, of a male manager having allegedly sexually harassed a female junior employee by sending her messages on Ms Teams. The case scenario looks at various hurdles arising for the HR personnel when investigating the alleged misconduct, at the stage of disciplinary hearing, and even after the date of the hearing. At the end of the workshop, participants should be able to deal with all practical aspects of a disciplinary hearing with confidence.



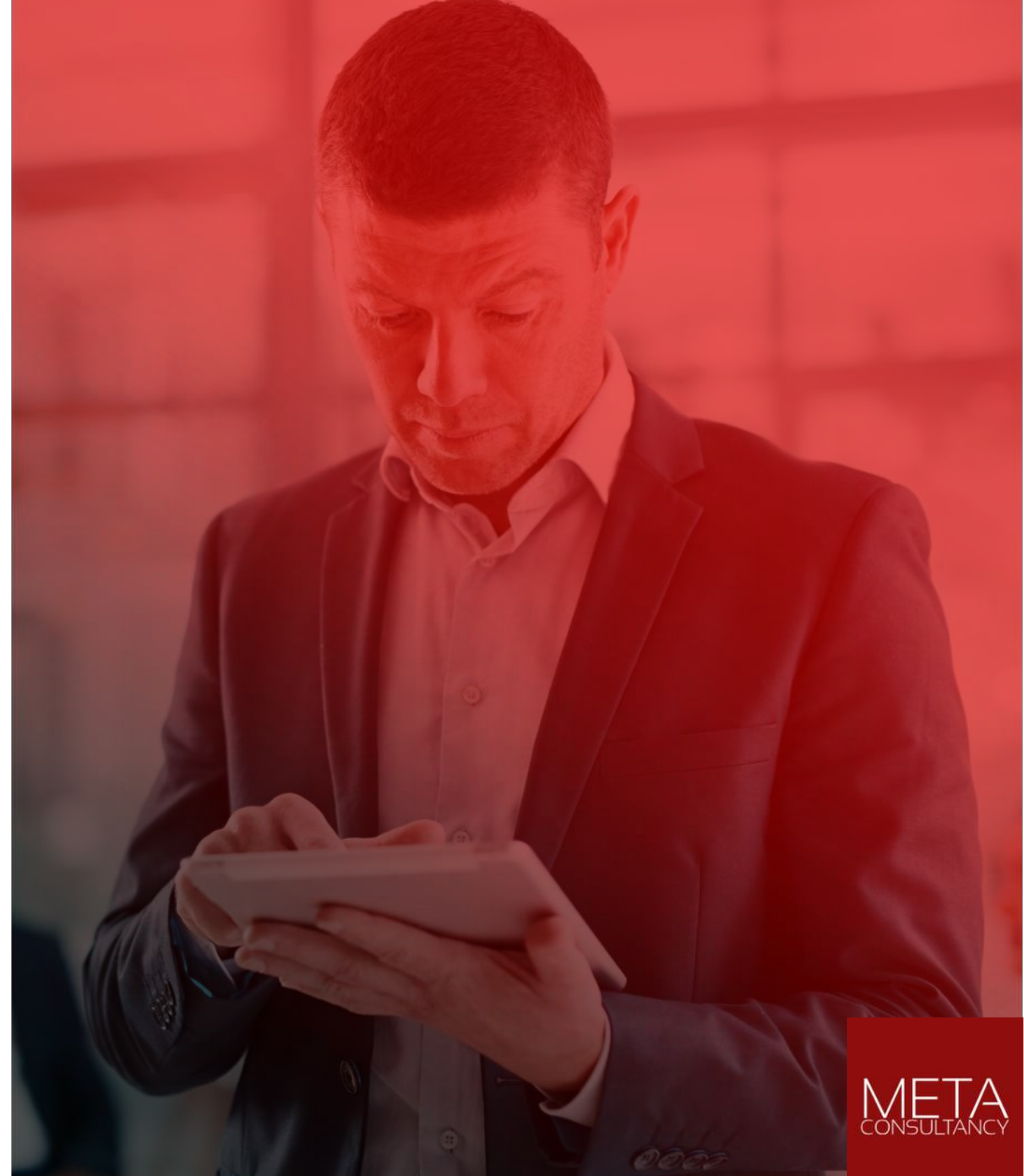
Drafting an employment contract

The employment contract would typically be a standard contractual document, which had been vetted by the organization internal/external legal adviser. This should however not be an excuse for any HR personnel not being skilled enough to draft an employment contract from scratch. This half day workshop aims at enabling the HR to revisit the components of the employment contract, with specific focus on whether the insertion on a non-competing clause is appropriate, how can intellectual property rights of the organization be protected, and additionally on how to bind an employee to a Bond Agreement, in the event where the said employee needs to undergo paid training for a specific period of time.



Director Duties

Becoming a director of a private company requires any newly appointed director to understand their duties from a legal perspective, to whom these duties are owed and what may likely be possible criminal and civil liabilities arising should they act beyond their legal framework or to the prejudice of shareholders or key stakeholders. With a special focus on the local Companies Act 2001, case law analysis both locally and from overseas, this half day seminar is specifically designed for new freshly appointed directors or for those directors who wish to have a refresher course on their duties and responsibilities. This course can be dispensed to the whole board of directors or on a one-to-one basis.



Risks to Personal Data in Debt Recovery

(Taught over 3 seminars of 2 hours each)

The aims and objectives of the Training shall be, to empower the debt recovery staff of your organization,
(1) to have a thorough understanding of the contractual provision binding the client, the legal rights of a client from a data protection perspective and of your organization's legitimate interests in disclosing data to seek a debt recovery,

(2) to revisit and understand privacy rights in the context of the organization own policies , fully appreciate the importance of personal data and how a misuse can give rise to a complaint to the Data Protection Commissioner, the reputation risks to an organization, (with local and international examples) and to one's own professional reputation,

(3) to understand the legal risks, associated to misuse of personal data in the context of one's work, when using a telecommunication device, and -within a broader context- how misuse of personal data can give rise to various offences of fraud (What is an identify fraud, how does it occur, and its impact on an individual life) or such other offences under the criminal code. (Forgery in private writing or conspiracy) or even a money laundering offence.

Safety and Health at Work

With our seasoned trainers in the field of safety and health at work, this 3-hour workshop aims at Identifying and mitigating workplace hazards, understanding and complying with safety regulations, implementing safe work practices, responding effectively to emergencies, and promoting a culture of safety within your organization.

At the end of the workshop, participants will have an extensive knowledge on establishing a safety culture in the organization, which will reduce incidents of accidents leading to less disruption of operational activities and improved response in case of fire outbreak necessitating firefighting and emergency evacuation.





Data Protection Courses

Our half day works on Data Protection courses are intensive and explore the pertinence of data protection through different lenses.

Session 1: Is there a right to be left alone?

(This session will be of an interest to those willing to understand the protection of personal data from a human rights and constitutional perspective.)

To understand why data protection is important, one needs to understand what constitutes personal data from the European Court of Human Rights perspective and make a comparative analysis of the constitutional limitations of right to privacy between Europe and Mauritius. This session looks at the key principles of data protection under the Data Protection Act and GDPR, overview of some key rulings from the Data Commissioner and the Supreme Court of Mauritius, as well as analyse various measures that an organization can take to protect personal data.

Session 2: ISO and Regulatory Standards

(This session will be of an interest to those willing to devise inhouse organizational measures to protect confidentiality, integrity and availability of data.)

The International Organization for Standardization (ISO) 27001 standard (as recently updated) is a globally recognised standard for information security management systems (ISMS). Institutions should use the said standard to protect data and manage cybersecurity risks. This session equips the participant to understand and apply ISO 27001 standard (as updated) and focuses on additional requirements as set by specific regulators, within the banking and financial sector.

Session 3: Data Protection in the Banking Sector

(This session will be of an interest to those working in the financial services industry.)

This session looks at banker and customer relationship and the duty of confidentiality arising therefrom. From a historical to present day jurisprudence perspective this session demonstrates that though confidentiality is key in the banking sector, there are many instances when that duty no longer applies at common law or is simply waived through the intervention of the legislator. It also expands on the duties and obligations of financial institutions as elaborated under the Guide issued by the DPO and the Bank of Mauritius.

Session 4- The EU standard contractual clause.

(This session will be of particular interest to those working in the BPO sector.)

Participant will (i) have a working knowledge of the standard contractual clauses under the GDPR (ii) be able to draft and appreciate the importance of internal organizational documents relating to personal data processing (iii) appreciate how employment contracts and commercial agreements address confidentiality and privacy, and (iv) how beyond the privacy and personal data protection policies, external suppliers can also be bound by a code of conduct to protect personal data and uphold privacy.