

HUMAN CAPITAL CERTIFICATION PROGRAM (HCCP)

HR Laws, Compliance & Ethics Certified Professional

Fully online, hands-on, insight-led, and industry-driven HR learning experience

Connect and learn with professionals from across regions and sectors

- Make the next step in your HR career with a focused, practice-first module.
- Be the trusted advisor on policy and risk.
- Protect the organization from legal/reputational damage.
- Build a safe, ethical workplace that people recommend.

Core Focus:

- ✓ Understand Pakistan labor laws, IR, and policy design
- ✓ Implement DEI, ethics, privacy and internal audits
- ✓ Handle harassment law casework and grievance procedures with care
- ✓ Develop HR policies that both comply with law and strengthen employer branding

Learning Outcome

- Compliance & Ethics Handbook (policies, checklists, and SOPs)
- Update labor laws and IR; uphold ethics and D&I; conduct audits
- Evaluate the profit impact of compliance vs. non-compliance.



What You'll Learn (Key Competencies)

- HR Governance: Policies, Procedures & Manuals
- Employment Law Fundamentals – National and Global Context
- Industrial & Labor Laws (EOBI, SESSI, Factories Act, etc.)
- Contract Types, Clauses & Legal Frameworks
- Labor Policies affecting organizational productivity.
- Laws pertaining to workplace discipline and working conditions.
- HR Compliance Frameworks – ISO, Audits, SOPs
- Diversity, Equity & Inclusion (DEI) Strategy and Metrics
- Harassment Laws in Pakistan.
- Environmental, Social & Governance (ESG) for HR Leaders





Who Should Attend

- HR generalists and specialists aiming to step into strategic roles
- Line managers and unit heads seeking HR fluency for better team outcomes
- Founders/SME owners professionalizing people operations
- Public sector and NGO HR teams
- Career switchers entering HR (bridging support available)



Assessment & Certification

- Case studies, quizzes & presentations – **20%**
- Final project – **60%**
- Participation & attendance – **20%**
- Credits exemption is available if opts asynchronously



Schedule & Hours

- Course Commencement: March 24 to May 25, 2026
- Last Date for Registration: 20 March, 2026
- Synchronous: 32 hours | Duration: 8 weeks
- Schedule: Evening: Wed & Thu, 6:30–8:30 pm PKT (4 hours/week)
- Delivery: Live online; recordings available for review

Fees & Discounts

- Tuition: PKR 25000
- Registration: PKR 5000
- Early-bird (book 30+ days before): **10% off**
- Corporate nominations: 3–5 seats → **12% off**; 6+ seats → **15% off**
- Public Sector/NGO/Education: **15% off** (verification required)

Admission Requirement

01

Bachelor's degree preferred (flexible for experienced professionals)

02

Basic computer literacy and stable internet connection

03

Commitment to live participation and project work

Contact Us

ASK Development

- 🌐 www.askdevelopment.org
- ☎ +92 346 9036085
- ✉ hccp@askdevelopment.org

Riphah International University

Islamabad:

- ☎ +92 317 1773350
- ✉ faizan.murtaza@riphah.edu.pk

Lahore:

- ☎ +92 323 4525355
- ✉ faisal.maqsood@riphah.edu.pk