

X-FACTORED

HUMAN CAPITAL

OUR PROGRAM OFFERING

Introduction:

At X-Factored Human Capital, we take pride in the depth and breadth of our expertise, developed over years of delivering tailored solutions to our clients. Throughout our journey, we have designed and refined a diverse range of programs across multiple industries and organizational needs. This document provides an overview of the key programs we offer, organized into six core areas of specialization. Each program is designed to empower organizations to unlock their full potential, enhance performance, and drive sustainable growth.

1. Employee Relations & People Management Practices

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| - Employee Relations Policies Development, Audits & Reviews | - Chairing Disciplinary Enquiries |
| - Development of Human Resources Policies & Procedures | - Initiating Disciplinary Enquiries |
| - Employee Relations Climate Surveys | - Chairing/Facilitating COL & ER Negotiations |
| - Development of (Business Continuity) Strike Contingency Plans | - Assessing Formal Grievances |
| - Relationship Building for Social Partners | - Reviewing Appeals Against Disciplinary/Grievance Outcomes |

Our consulting services in Employee Relations & People Management Practices focus on creating a supportive and effective work environment through strategic policy development, audits, and reviews. This approach fosters positive relationships with social partners and helps ensure compliance, fairness, and clarity in all employee relations matters. We work alongside you to align practices with your organizational goals and create a harmonious, productive workplace.

2. Employee Relations & People Management

- Employee Rights & Responsibilities (ERR)
- Managing Attendance & Addressing Absenteeism & Presenteeism (MAAAP)
- Nurturing a Culture of Discipline & Compliance (NCDC)
- Investigating, Preparing & initiating Disciplinary Enquiries (IPIDE)
- Representing Employees at Disciplinary Enquiries (REDE)
- Chairing & Applying Rules of Evidence at Disciplinary Enquiries (CAROEDE)
- Performance Contracting, Conducting Performance Reviews & Appraisals
- Addressing Poor Performance & Incapacity (APPI)
- Addressing Complaints & Employee Grievances (ACEG)
- Integrative Negotiation Skills (INS)

Our Employee Relations & People Management Practices Training programs are designed to empower organizations and individuals with the knowledge and skills to manage workplace dynamics effectively and equitably. These training programs are designed to create a fair, transparent, and supportive work environment where employees and employers can thrive together. Through collaborative learning, we aim to enhance both individual and organizational performance in a positive, compliant, and respectful workplace culture.

3. Organisational Development, Transformation & Leadership Development

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| <ul style="list-style-type: none">- Facilitating Organisational Strategy Development- Employee Perception Surveys & Intervening of Strategy Development- Organisational Culture Surveys & Culture Change Strategy- Employee Value Proposition Strategy- Succession Planning & Talent Development & Retention Strategy | <ul style="list-style-type: none">- Mainstreaming Workplace Inclusivity- Implementing Self-directed Work Team- Facilitation Section 189 Termination- Championing Change- Supervisory & Leadership Development Program |
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Our approach to Organizational Development, Transformation, and Leadership Development focuses on guiding organizations through sustainable growth and positive change. We partner with businesses to co-create strategies that enhance culture, inclusivity, and leadership effectiveness. By working together, we help organizations develop a resilient, inclusive, and high-performing culture, equipping leaders and teams with the tools they need to succeed in an ever-evolving workplace.

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4. Relationships & Team Building Interventions

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| <ul style="list-style-type: none">- Understanding Teamwork & Collaboration Training- Relationship Effectiveness Assessments & Improvement Facilitation- Facilitating Team Spirit | <ul style="list-style-type: none">- Post Strike Employee Reintegration- Post-Restructuring & Retrenchment Employee Reintegration- Building Employee Resilience to Survive Business Distress & Major Events |
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Our Relationships & Team Building Interventions are designed to strengthen collaboration, enhance workplace relationships, and help teams navigate change with resilience. We work alongside organizations to foster a positive, cohesive environment where teams can thrive. Through these collaborative interventions, we aim to cultivate trust, strengthen communication,

and empower teams to navigate both everyday tasks and times of change with confidence and unity.

5. Conflict Management & Dispute Resolution

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| <ul style="list-style-type: none">- Charing Disciplinary Enquiries- Initiating Disciplinary Enquiries- Charing/Facilitating COL & Other ER Negotiations | <ul style="list-style-type: none">- Assessing Formal Grievances- Reviewing Appeals Against Disciplinary/Grievance- Relationship Building Interventions |
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Our Conflict Management & Dispute Resolution services are designed to help organizations address and resolve conflicts in a fair and constructive way. We partner with businesses to support effective communication, fair processes, and positive outcomes in challenging situations. Through these services, we aim to create a culture of open dialogue and effective problem-solving, ensuring that conflicts are resolved in a way that supports the long-term success and harmony of the organization.

6. Labour Formations Support Services

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| <ul style="list-style-type: none">- Consulting & Negotiating on Behalf of Employees- Developing A Program of Action Towards Advancing Employee Interests- Representing Employees at Discipline & Grievance Hearings- Meaningful Participation in Policy Related Consultations | <ul style="list-style-type: none">- Understanding Workplace Bullying & Intimidation of Harassment- Understanding the Right to Fair Labour/Employment Practices- Employee Rights in Respect of Recruitment, Selection, Appointments & Placements- Employee Rights in Respect of Transfers, Secondments, Demotions & Promotions |
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Our Labour Formations Support Services are designed to assist employees in navigating workplace challenges and advocating for their rights. We offer expert consulting and negotiation services to help employees address issues such as workplace bullying, intimidation, and harassment. Additionally, we help develop action plans to advance employee interests and ensure fair labour practices are upheld.