



# CORPORATE SERVICES

## *EMPLOYMENT LAW SERVICES*

Ancillary to our core **workplace dispute mediation** services, Arc Mediation offers a range of corporate services to SME's, multinationals and semi-state organisations.

**The services are offered as distinct cost effective modules and include:**

### **Workplace Health Check**

ARC will review your processes, documentation and procedures for the employment of staff, the storing of records, your staff handbook, and the operations of workplace dispute resolution. Where necessary, we can make recommendations to ensure compliance with the Health & Safety Authority (HSA) Code of Practice 2007, guidelines, Registered Agreements, and any statutory requirements such as the *Industrial Relations Act (1990)* and the *Employment Equality Act (1998)* For new businesses, we can also provide you with best practice documented processes which are designed to help you avoid costly and acrimonious disputes between staff members, or between staff and you the employer.

### **Workplace Training**

We offer workplace training for Management and/or staff on Employment Law and the Workplace, which includes a best practice approach to identifying and addressing bullying/harassment in the workplace and interpersonal conflict resolution. **The training includes;** an over-view of what legislation/Codes of Practice govern this area, early identification of workplace issues, best practice informal and formal processes to investigate complaints and an understanding of mediation, through role play.

### **Employment Regulatory Compliance Check**

Arc will review your processes, staff manuals, systems for staff rostering etc. to assist your compliance with your legal obligations as an Employer, both statutory and **Registered Employment Agreements**. We will also assist you to prepare for an inspection by NERA, by a thorough examination of your compliance with statutory

requirements, we will identify any issues arising and recommend a course of action, pre-inspection.

### **Workplace Investigations**

Arc Mediators will help you manage a dispute resolution process within your organisation, either through mediation, or by conducting a best-practice formal investigation of bullying or harassment as provided under the Health and Safety Authority's Code of Practice 2007.

We understand the impact a dispute can have on your business and we aim to resolve all disputes as fairly, quickly and cost effectively as possible.

## ***ABOUT ARC***

Arc Mediation was setup in 2010 by Roisin O'Shea and Shane Dempsey. Both Roisin and Shane are trained mediators but each bring additional skills to the table. Shane is an internationally-published ICT expert while Roisin is a legal PhD scholar and the recipient of several awards including: IRCHSS doctoral scholarship (2009), HEA Innovation in Research (2010), IRCHSS New Ideas (2012) and joint 2<sup>nd</sup> place in the Hague Institute's international Innovating Justice award (2012).

ARC's first client was the successful National Industrial Relations Alliance chaired by Xavier McAuliffe. Since 2010, Arc Mediation has carried out workplace mediations and training. We now have 10 associates and dedicated conference and training facilities in Waterford, Ireland. Testimonials are available on our website with further testimonials provided on request.

## ***CONTACT DETAILS***

To learn more, please contact Arc using email, phone, postal or social media services.

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