

Course : CSE: exercising your mandate within the Social and Economic Committee

Practical course - 2d - 14h00 - Ref. CSF
Price : 1550 CHF E.T.

BEST

The ordinance of September 22, 2017 merged all employee representative bodies (IRP) into a single entity, the Social and Economic Committee (CSE). This training course will help you identify your role as a member of this body and master its operation in its various missions.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understanding the responsibilities and operating rules of the CSE
- ✓ Understanding the resources of the new body
- ✓ Optimize CSE budgets in compliance with regulations
- ✓ Understanding the new rules of collective bargaining

Intended audience

Représentants du personnel.

Prerequisites

No special knowledge required.

Practical details

Hands-on work

Quizzes, case studies and scenarios.

Course schedule

PARTICIPANTS

Représentants du personnel.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

1 How the CSE works

- Know the composition of the CSE.
- Organizing CSE meetings.
- Distinguish between civil and criminal liability.
- Set up committees.

Hands-on work

Organizing the first CSE meeting.

2 General powers of the CSE

- Identify responsibilities based on the number of employees.
- Understand how the economic, social and environmental database (BDESE) works.
- Know the recurring and ad hoc information and consultations.

Exercise

Quiz: information and consultation procedures.

3 The CSE's economic, social and environmental missions

- Monitor the company's economic and financial development.
- Assess the social consequences of corporate strategy.
- Analyze the company's training and professional equality policy.
- Exercising the economic alert right.
- Call in the experts.

Case study

Analysis of an extract from the BDESE, parts "Investments and Professional equality".

4 The CSE's health, safety and working conditions missions

- Identify the role of representatives in occupational risk prevention.
- Clarify the framework for information and consultation of the CSE on health, safety and working conditions.
- Carry out inspections and surveys.

Hands-on work

Carry out an inspection or investigation following a workplace accident.

5 CSE resources

- Apply the procedures for using delegation hours.
- Master the rules of budget management.
- Get to grips with other CSE resources: training, travel, use of experts, internal regulations, etc.
- Know the status of employee representatives on the CSE.

Exercise

Quiz on the rules governing the use of delegation hours. Differentiate between the operating budget and the budget for social and cultural activities.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

6 New rules for collective bargaining

- Applying the provisions for validating company agreements with or without a union presence.
- Follow negotiation procedures and rules according to the context.

Hands-on work

Construction of a summary table on collective bargaining.

Dates and locations

REMOTE CLASS

2026 : 8 June, 7 Dec.