

RUSSELL ADVOCATEN[®]

Seminar Invitation

Monday 12 June 2017

12:00 – 14:00





Seminar



The Embassy desk of Russell Advocaten regularly organizes seminars and workshops for Embassies and facilitates legal lectures for incoming trade missions. In June, we will focus in two parallel sessions on:

- Employment Law (personnel handbook, illness, etc.)
- Real Estate (government permits, environment, etc.)

During these interactive meetings, practical legal questions and developments will be discussed. Our aim is to present relevant information in an easily accessible way.

Programme

Date:	Monday, 12 June 2017
Time:	12:00h – Registration, coffee / tea / lunch 12:30h – Workshops 13:30h – Questions and discussion 14:00h – Closing
Location:	Russell Advocaten Reimersbeek 2 1082 AG Amsterdam



Workshop 1: Employment Law



This workshop will focus mainly on the effect of a personnel handbook in preventing employment related legal issues. We will discuss the importance of applying rules and instructions and the positive effects thereof. Topics to be discussed include:

- Content and drafting of a personnel handbook
- Which rules on, for example, employee absenteeism, sick leave and reimbursement of (travel) expenses should be included?
- Rules for the use of e-mail, Internet and social media?
- Misconduct and sanctions
- How can the personnel handbook be amended?

Speakers: Jan Dop, LL.M. and Roos Inklaar, LL.M.

Workshop 2: Real Estate

This seminar will provide an introduction to Dutch Real Estate Law, with a focus on government permits and building restrictions for Embassies and their neighbours. Topics to be discussed include:

- How to get a government permit to build, expand or adjust a building for your residency or Embassy?
- What to do against infringing building plans of your neighbours?
- Environmental plans and zoning plans: restrictions and possibilities
- How to deal with nuisance in the neighbourhood
- Lease, sublease

Speakers: Reinier W.L. Russell, LL.M. and Ynze Kliphuis, LL.M.



Registration



Please register for a workshop by returning the reply card by post, via our website (www.embassydesk.nl), or via the e-mail address below. Registration for our workshops is open and free of charge. Please feel free to bring a colleague or invite.

For further information, please contact:

Kim Hogewoning (T: 020 - 301 55 55) or e-mail us at embassydesk@russell.nl

In-house Courses

In addition to the scheduled courses, we also offer customized courses tailored to the specific needs of your Embassy. These courses can be held in-house at your Embassy or at our offices.

If you would like to organize such a course for your Embassy or for incoming trade missions, please contact us at any time with your ideas and suggestions. We will gladly look at the possibilities and how to realize them.

For further information, please contact:

Adje Smit-Giesen, LL.M. (T: 020 - 301 55 55), or e-mail us at embassydesk@russell.nl

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Reply Card



Embassy:

Position:

Name:

Address:

Postal code:

Telephone:

E-mail:

Yes, I would like to register for the following workshop(s):

- Employment Law
12 June 2017 - 12.00h – 14.00h
- Real Estate
12 June 2017 - 12.00h – 14.00h
- No, unfortunately I won't be able to participate.
Please contact me to schedule a separate meeting

Are there any practical issues you would like to discuss? Please submit your questions below.

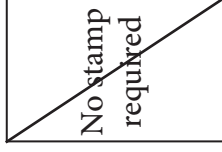
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