



**NALSAR**  
University of Law, Hyderabad  
(Accredited with 'A++' grade by NAAC)

**nalsarpro**  
e-nexus for Law  
Directorate of Distance Education

# TWO DAY ONLINE COURSE ON DOMESTIC ENQUIRY & TERMINATION OF EMPLOYMENT: LAW & PROCEDURES

## About the Course

This two-day online course on Domestic Enquiry & Termination of Employment: Law & Procedures explores the intricate intersection of management and labour law, a niche yet crucial domain for HR professionals and legal practitioners. It blends legal frameworks with managerial practices to ensure fairness, compliance, and organizational efficiency in handling employee misconduct and termination. Participants will gain both theoretical and procedural expertise to conduct enquiries, draft chargesheets, and manage post-termination settlements in line with constitutional and statutory safeguards.

## Course Objectives

This course equips participants with the legal and practical knowledge to handle employee misconduct and termination in line with constitutional safeguards and principles of natural justice. It focuses on understanding definitions and categories of misconduct, drafting chargesheets with legal precision, conducting fair domestic enquiries, and managing the implications of termination on statutory benefits and settlements.

## Course Outcome

- Apply constitutional safeguards and principles of natural justice to employee misconduct and termination procedures.
- Draft legally valid chargesheets and related documents with clarity, precision, and compliance with statutory requirements.
- Conduct and evaluate domestic enquiries in accordance with legal standards and fair process norms.
- Manage termination and full-and-final settlements while ensuring compliance with labour laws and protecting employee rights.

## Schedule and Details of the Sessions (Tentatively from December 13 – 14, 2025)

- Introduction to Employee Misconduct and Constitutional Safeguards
- What is Employee misconduct- Definitions, categories, and legal interpretation



- Drafting and Language of Chargesheet– Essential elements, legal precision, and sample drafts
- Procedure Related to Domestic Enquiry– Fair enquiry process, compliance with natural justice
- At will Terminations & Mutual Separation, Holding of Enquiry while Acquittal in Criminal Trials
- Implications of Termination due to Misconduct on Earned Leaves, PF and Gratuity.
- Process of Full and Final Settlement.

## Eligibility

Candidates who are pursuing graduation or had graduated are eligible to register.

## Admission Procedure

- Submission of Online Application Form along with the required documents and the fee
- Direct admission subject to fulfilling the eligibility criteria
- Interested candidates may register for more than one course only when the dates of the sessions are not clashing.

## Course Fee:

**Rs. 7,500/-**

## How to Apply

All the candidates should apply online through the website [www.nalsarpro.org](http://www.nalsarpro.org)

Link to Apply : <https://apply.nalsar.ac.in/application-form-for-short-term-courses>

Last Date to Apply : December 10, 2025.

## Conduct of the Course

Live sessions will be conducted online by the academicians, professionals and industry experts during weekend. Soft copy of the reference materials will be provided to the candidates.

If the enrollments are more than 100, then the University may conduct the classes in different batches on different dates.

## Mode of Assessment

Online Examination will be conducted only once at the end of the course. The assessment may include MCQ, short answer questions, case study, problem based questions etc.

## Award of Certificate (only soft copy through email):

- Course Completion Certificate: Candidates securing 50% or more in the Assessment Test will be awarded the 'Course Completion Certificate'
- Certificate of Participation: All other enrolled candidates will be awarded 'Certificate of Participation'

Please note that certificates will be issued in soft copy format only and will be sent via email. Printed (hard) copies will not be provided.

## Course Coordinator & the Instructors



**Dr. Ameesh Samalopanan,**  
**Assistant Professor, NALSAR University of Law**  
**Course Coordinator**



**Ms Swarnima,**  
**Partner, Trilegal**



**Ms Ekta Behl,**  
**Partner, Samvad Partners**



**Mr Krishna Kishore Chivukula,**  
**Veteran HR Professional**