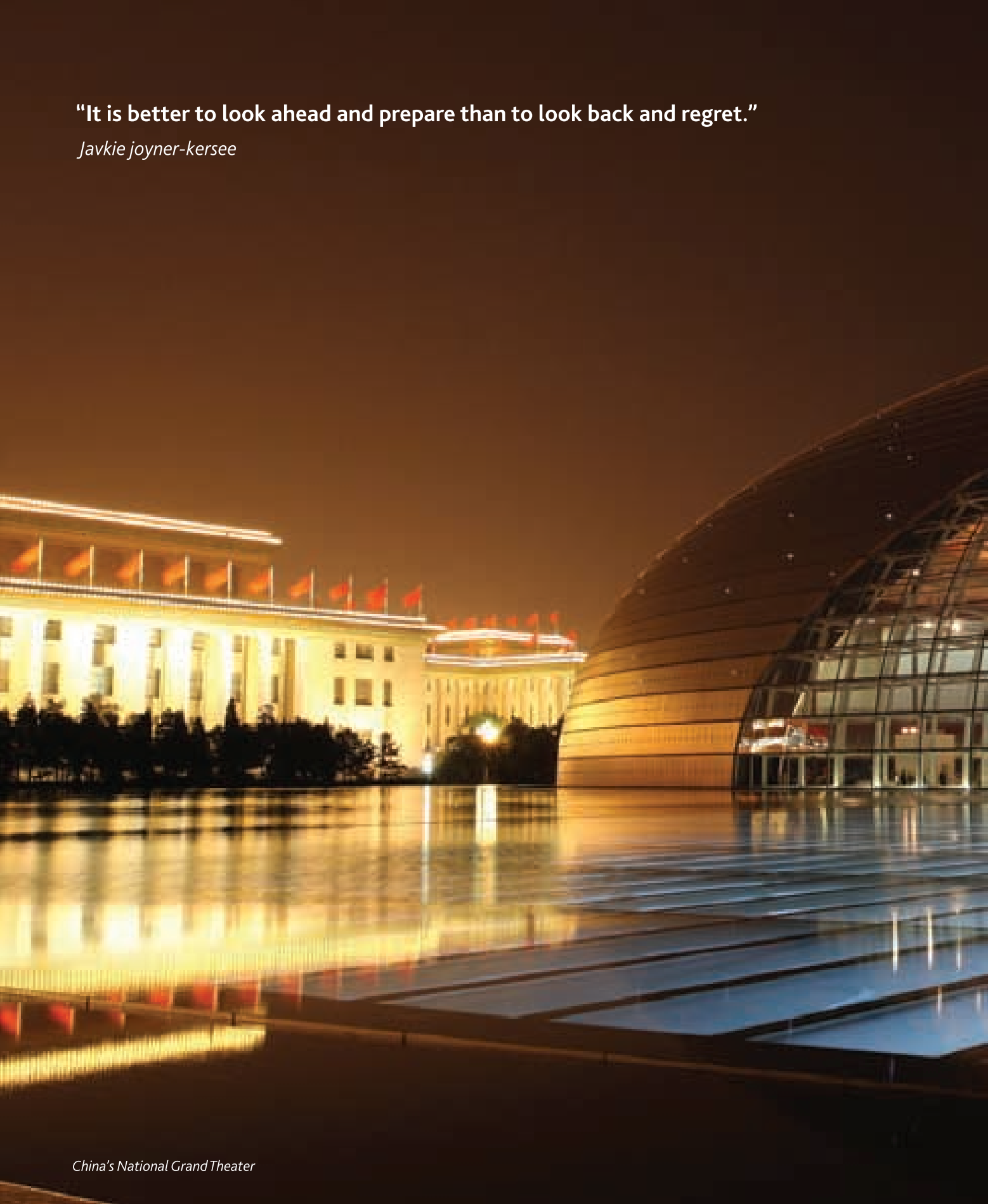


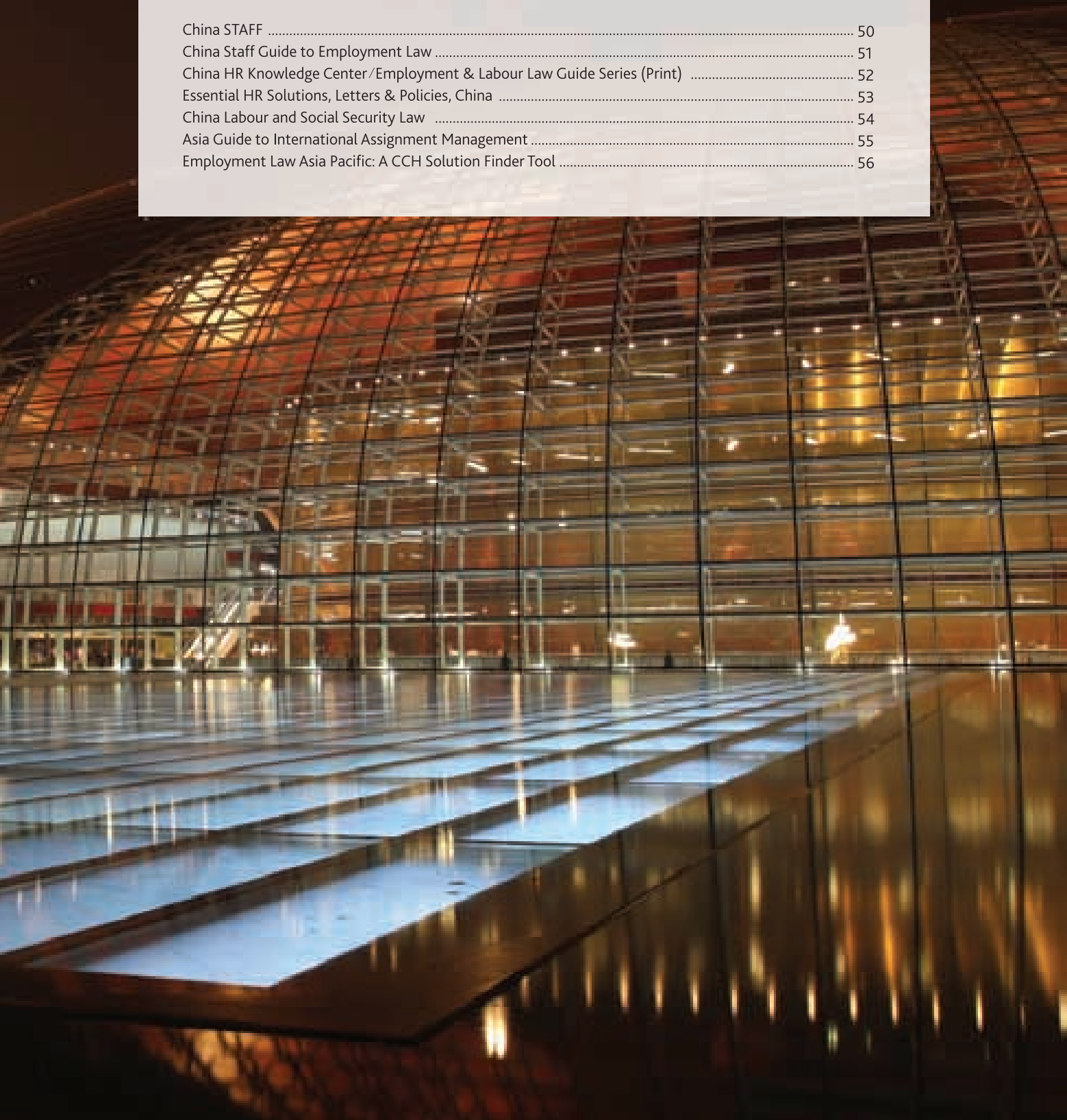
"It is better to look ahead and prepare than to look back and regret."

Javkie joyner-kersee



Human Resources: Greater China

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China STAFF



Description:

With the increasing challenges facing HR professionals today, access to the most up-to-date and informed intelligence on the latest trends in the marketplace is vital to the success of any business venture. China STAFF, a bilingual journal, keeps readers informed on all these issues, continuously tracking the latest HR developments in China and Hong Kong.

It contains highly specialized content and is recommended reading for business professionals who wish to use HR as a corporate strategy to grow the business. The articles explore important HR issues from a practical point of view and feature exclusive interviews with industry practitioners as well as analysis and recommended best practices.

Key features:

- Learn from other senior HR professionals in the region who share proven strategies on compensation, training, leadership development, recruitment, health and safety, localization and labour law
- Thought-provoking analysis of topics that are of critical concern to senior HR professionals in the region
- Interviews with leading HR directors in the region reveal their companies' talent management strategies operate and how your organization compares with these benchmark setters
- Legal experts provide answers to pressing employment law questions and practical analysis of Hong Kong and PRC employment law developments
- HR news from Hong Kong, China and around the Asia Pacific region
- Key HR data excerpted from regional surveys, including salary, hiring trends and engagement surveys

Topics covered:

- Regulars: Hong Kong Employment Watch, Labour Law Forum, Data Page
- News on Hong Kong, China and Asia Pacific HR developments
- Content covered include compensation and benefits, performance management, recruitment and selection, termination and dismissal, talent management and more

Your annual subscription includes:

- 10 issues a year
- Monthly HR Watch e-newsletter (Chinese)

Authored/Updated by:

Leading HR experts in Mainland China and Hong Kong
China STAFF writers and contributing employment lawyers

Related resources include:

- Employment and Labour Law Guide Series(include Beijing, Shanghai, Guangdong, Shenzhen, Jiangsu volume)
- China Staff Guide to Employment Law
- China Labour and Social Security Law
- Employment Law Asia Pacific: A CCH Solution finder tool

Available as:



Product code: MQOPA
ISBN: 1012-7887

China Staff Guide to Employment Law



Description:

China Staff Guide to Employment Law is the only authoritative resource that provides jargon-free and user-friendly commentary on employment laws in Hong Kong, China and Taiwan in one convenient location. It provides practical advice on how to apply employment laws in the workplace.

Key features:

- Case studies and examples of employment law in practice
- Sample forms and letters

Topics covered:

- Getting Started
- The Employment Laws
- Recruiting, Selecting Hiring and Induction
- The Employment Contract
- Employment Issues
- Benefits, Retirement and Tax Issues
- Termination and Redundancy
- Labour Relations
- Expatriate and Foreign Workers
- Training and Development
- HR Best Practice

Your annual subscription includes:

- 1 single-user online licence or 1 loose-leaf print volume
- Approximately 3 loose-leaf updates
- Weekly PRC Briefing e-newsletter

Authored/Updated by:

China: Victor Chu & Co and Chris Hunter

Hong Kong: Freshfields Bruckhaus Deringer and Fiducia Management Consultants

Taiwan: Wang & Wang

Related resources include:

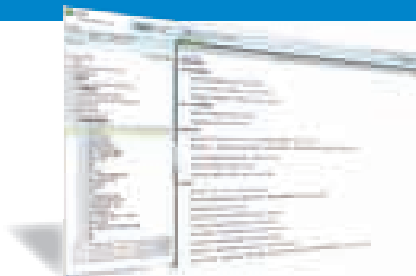
- Employment and Labour Law Guide Series (include Beijing, Shanghai, Guangdong, Shenzhen, Jiangsu volume)
- Essential HR Solutions, Letter & Policies, China

Available as:



Product code: WCSLG/CSLG
ISBN: 978-981-4228-13-8/
978-981-04-8968-7

China HR Knowledge Center



Available as:



Beijing & Shanghai



Beijing, Shanghai,
Guangdong, Jiangsu
& Shenzhen

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Online Package: WCHR;
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Shanghai: WELGSHEN/
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Guangdong: WCELGGD;
Jiangsu: WCELGJS;
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Beijing – 9789881722379/
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9789881722393;
Guangdong –
9789889982935;
Jiangsu – 9789881722300;
Shenzhen – 9789889982997

Description:

Available in individual province, covering Beijing, Shanghai, Jiangsu, Guangdong and Shenzhen, each Guide offers issues driven commentary and analysis of the current employment and labor law. It covers commonly faced issues in the area of recruitment, compensation & benefits and day-to-day HR management etc. CCH Employment & Labor Law Guide Series helps you to:

- Efficiently manage your organizational structure and overhead cost
- Be on top of your legal liability and minimize risk
- Quickly respond to your management needs in a professional manner
- Proficiently manage the employment of foreigners for your organization

Key features:

- Detailed and systematic analysis by experts providing reader-friendly reference for practical use
- Especially designed for enterprises in different cities accordingly
- Commentary written in a plain and straightforward manner for easy understanding
- Legislation included for easy reference

Topics covered:

- China labor legislation survey
- General instruction of legal system
- Employment of foreigners and people from Hong Kong, Macao and Taiwan
- Special types of the employment
- Recruitment and employment
- Employment contract
- Labor union, collective negotiation and collective contract
- Internal policies and punishments of enterprises
- Training and assessment
- Wages
- Social securities and housing fund
- Benefits and stock option scheme for employees
- Working hours and vacations
- Occupational health and safety
- Modification, early termination, termination and renewal of the employment contract
- Labor dispute settlement
- Labor relation settlement during M&A, dissolution and insolvency
- Labor and social security supervision (only in Shanghai Volume)
- Cases

Your annual subscription includes:

- 1 single-user online licence
- China Labor and Social Security Law Commentary (Q & A)
- China Labor and Social Security Law Legislation
- Monthly HR Watch e-newsletter (Chinese) and HR Spectrum
- 6 updates a year for Beijing & Shanghai; 4 updates a year for other region
- "Ask CCH" (ad hoc query service): CCH editor will respond labor law questions e-mailed by customers within three working days, and will check with professionals to make sure the answer is most reliable

Authored/Updated by:

Jiang Junlu, Partner, King & Wood

Related resources include:

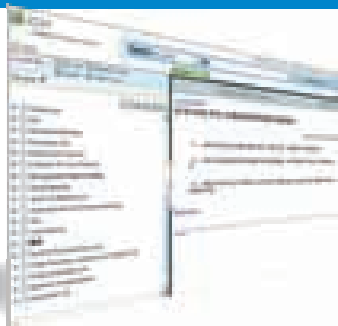
- China Staff Guide to Employment Law
- China Labour and Social Security Law

Employment & Labour Law Guide Series (Print)

- Beijing Employment & Labour Law Guide Series
- Shanghai Employment & Labour Law Guide Series



Essential HR Solutions, Letters & Policies, China



Description:

This product offers instant solutions – a wide collection of ready-to-use letters, forms and policy statements that HR professionals can use in their daily HR work. The letters, forms and policies have been selected and formatted so that HR professionals can use them immediately simply by printing them out. Designed to give speed, accuracy and accessibility to the information required, the product provides useful templates that may be modified and customized to suit customers' needs.

Key features:

- An easy-to-use online product to help customers' daily HR work
- A wide, comprehensive collection of letters, forms and policies to save time in HR management
- A bilingual HR work tool that satisfies the common needs of most foreign investment enterprises
- A localized product specially designed for enterprises based in mainland China. Besides covering legislation, the contracts and corporate internal policies are pursuant to the China mainland laws, regulations and traditions.
- A multi-option tool that enables customers to handle different cases or situations.

Topics covered:

- Employment of Expatriates and Foreign Labour (Chinese Only)
- Recruitment
- Employment Contracts
- Induction, Training and Transfer
- Wage and Benefits
- Discipline
- Termination
- Labour Legislation

Your annual subscription includes:

- 1 single-user online licence
- Approximately 2 updates a year
- Monthly HR Watch e-newsletter (Chinese)

Authored/Updated by:

CCH HR Editors

Related resources include:

- China Staff Guide to Employment Law
- China STAFF
- China Labour and Social Security Law

Available as:



Product code: WEHRLC

China Labour and Social Security Law



Description:

This definitive guide to Chinese labour-related legislation and policies is a publication containing over 270 comprehensive questions and answers in addition to all relevant current legislation. It answers commonly asked questions on China Labour Law and Social Security Law by employers and employees in China.

Key features:

- Gives busy practitioners concise answers to complex questions
- All major issues in labour and social security law in China explained
- Reality on the ground explained (regional variations, etc.) by experts
- The logical structure, separate indexes and tab cards make browsing quick & easy
- Bilingual format minimizes misunderstandings between Chinese & English speaking staff and makes comparison easy

Topics covered:

- Employment and Recruitment
- Employment Contracts
- Collective Contracts
- Wages
- Working Hours, Holidays & Leave
- Social Security
- Labour Disputes
- Females & Minors
- Occupational Health & Safety
- Rewards and Punishment
- Personal Files
- Training and Appraisal
- Legislation

Your annual subscription includes:

- 1 single-user online licence or 2 loose-leaf print volumes
- Approximately 3 updates a year

Authored/Updated by:

Ma Jianjun, Partner, Jun He Law Offices

Related resources include:

- China STAFF
- Employment and Labour Law Guide Series

Available as:



Product code: WCLLS/ CLLS
ISBN: 981-4180-39-4

Asia Guide to International Assignment Management



Description:

With the rise of global mobility, international assignments have gained increasing importance in today's business world. Asia Guide to International Assignment Management adopts both a broad-based and country-specific approach to provide quality coverage of both HR and tax issues in international assignment within one convenient location. It features useful tax formulas, tables as well as practical examples to aid you in obtaining significant business cost savings while managing employees on assignment successfully.

Key features:

- The only publication that focuses on the twin issues of HR and tax in international assignment within a single source
- Tax formulas and tables
- Practical examples to illustrate tax laws in practice

Topics covered:

- Key Tax Issues
- Social Security Issues
- Employment Law Issues
- Immigration Issues
- Cost of Living
- Family Issues
- Medical Policies
- Expatriate Compensation and Benefits
- Risk Mitigation
- Housing Issues
- Repatriation Planning
- Localization
- Costing, Budgeting and Return on Investment for International Assignments

Your annual subscription includes:

- 1 single-user online licence
- Approximately 4 updates a year

Authored/Updated by:

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Lorraine Jennings, Regional Manager of IHR Consulting Services
- Deloitte Singapore: Jill Lim, Global Employer Services (GES) Partner;
See Jee Chang, Corporate Tax Director
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Lau Wai Ling, GES Senior Tax Manager
Sabrina Sia, GES Tax Manager
Nur-Washelah Sujaeh, Senior Consultant with GES Co-sourcing
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- Deloitte India: Homi Mistry, Partner
Tapati Ghose, Director; Pramod Joshi, Director
Poorva Praksh, Senior Manager; Hiten Shah, Senior Manager
Pallavi Dhamecha, Manager
Aarti Raote, Manager; Kasturirangan, Saraswathi, Manager
Jatin Kanabar, Manager; Vidushi Sharma, Assistant Manager

Related resources include:

- Asia Pacific Employment Law: A CCH Solution Finder Tool
- HR Management Library
- HR eBook Library
- HR Practices Guide

Available as:



Product code: WEMA
ISBN: 978-981-4228-63-3

Employment Law Asia Pacific: A CCH Solution Finder Tool



Description:

Asia Pacific Employment Law: A CCH Solution Finder Tool brings daunting regional HR management tasks under control. A time and energy-saving e-resource with content covering the laws of 14 Asian countries, it provides expert practical commentary updated regularly by local practitioners, as well as the laws and all the documentation templates you'll ever need—all in plain English, and instantly accessible through key words, country, topic and internal links.

Key features:

- Provides you with a constantly up-to-date, comprehensive and jargon-free coverage of the employment laws and practices in 14 countries, namely, Australia, China, Hong Kong, Taiwan, Indonesia, India, Japan, Korea, Malaysia, New Zealand, Philippines, Singapore, Thailand and Vietnam, in one practical, convenient and easy-to-use online service
- Improves productivity with its time-saving, customizable, country-specific letters, forms and policies templates
- Brings breadth and depth of service to bear to help meet your critical employment law information requirements (sickness leave, maternity leave and annual leave)
- Saves significant time and money in researching and resolving Asian employment law issues
- Facilitates easy cross comparisons between countries with its Comparison Tables featuring public holidays, termination and minimum leave entitlements
- Keeps you up-to-date with the latest regional HR trends with timely news and articles

Topics covered:

- Getting Started
- HR best Practice
- The Employment Laws
- Recruiting, Selecting, Hiring and Induction
- The Employment Contract
- Employment Issues
- Training and Development
- Benefits, Retirement and Related Tax Issues
- Termination and Redundancy
- Industrial Relations
- Expatriate and Foreign Workers

The additional topic areas for Australia and New Zealand are:

- Occupational health and safety
- Equal employment opportunity

Your annual subscription includes:

- 1 single-user online licence (access for 14 countries or regions)
- Approximately 5 updates a year
- HR Spectrum

Authored/Updated by:

Australia: CCH Editors

China: Victor Chu & Co and Chris Hunter

Hong Kong: Freshfields Bruckhaus Deringer and Fiducia Management Consultants

India: Singhanian & Partners

Indonesia: Makarim & Taira S. and the Amrop Hever Group, Jakarta

Available as:



Product code: HELP
ISBN: 978-981-04-8751-5

Japan: Sonderhoff & Einsel and Japan Intercultural Consulting
Korea: Yoon Yang Kim Shin & Yu and Korn/Ferry International
Malaysia: Raymond T C Low, Shearn Delamore & Co
New Zealand: CCH Editors
Philippines: P laton Martinez Flores San Pedro & Leano Fernando Panagsagan & Bantilan and Atty. Manuel R. Del Rosario
Singapore: Allen & Gledhill and Effective Outsource Networks
Taiwan: Wang & Wang
Thailand: First Bangkok Law & Practice Ltd. and the Amrop Hever Group, Bangkok
Vietnam: Tilleke & Gibbins Consultants Ltd. and Asia Pacific Management Resources Pty Ltd.

Related resources include:

- Asia Guide to International Assignment Management
- Compensation Guide
- Croner-i Human Resources