



Outplacement

1. Outplacement in Poland

Outplacement is a term used to describe the process whereby assistance is given to people to find new employment when they have had their employment terminated. The process is meant to make losing a job and finding another much easier and less traumatic for all parties. Although outplacement is a relatively new technique that is used for managing employees, it has developed rapidly as a useful tool for employers, and it has a large number of positive aspects. We look at these issues below.

Outplacement services in Poland have developed in three main ways:

- **Personal counselling**

When we implemented our pioneering outplacement programs in Poland 15 years ago, our aim was to simply provide job interviews to employees. The market today requires more than just providing “a fishing rod without a fish”. The employment market is now more transparent and efficient so our emphasis has changed to trying to position the employee in the current market. This may include equipping the employees with new skills and providing training so that they present themselves more effectively.

- **Real corporate benefit**

Research shows that during and after redundancy, morale, productivity, and loyalty are lower. Providing assistance to those that have lost their position gives a positive message that the company does care for its staff. Termination with dignity protects corporate profitability, reputation, and makes a difficult job easier to handle. It makes real sense to involve outplacement consultants at the pre-termination phase to support management with planning the termination and outplacement process and managing internal communication.

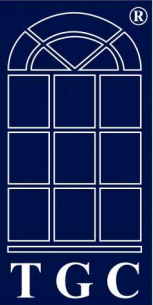
- **Legal obligations**

From 2004 outplacement support is obligatory for employers terminating at least 50 employees within a 3 months period (Art. 70 of the Law on the Promotion of Employment and Labour Market Institutions dated 20 April 2004). Companies planning mass redundancies (please ask us for the legal definition of mass redundancy) must agree the extent and substance of outplacement support with the relevant Local Labour Office. Outplacement support may be provided by consultants registered in the Register of Employment Agencies as “occupational counsellors”.

2. Outplacement or cash-out?

Companies reducing their workforce often give employees the choice of getting support through an outplacement program or receiving a payment. This well-intentioned solution has the inherent risk that the company is not best serving its own goals of being a good employer. Practice shows that treating outplacement as a corporate benefit serves the employee and the company better than the option of offering a payment. Employers should also consider the favourable ZUS, PIT, and CIT implications relating to implementing an outplacement programme (please ask us for more details).





3. Career counselling

Our outplacement programs include personalised consulting for both individuals and groups that is delivered through a one-to-one relationship, including:

- analysis of achievements and skills
- defining career goals and plans
- preparation of a CV (in Polish and English) plus other documents
- agreeing a job search strategy
- training for the recruitment process
- telephone consultations during the recruitment process

Our standard outplacement program usually takes about three months and comprises two main stages:

- i) Individual counselling sessions supported by various written exercises, competence assessment tools, and providing information;
- ii) Job search and recruitment support by telephone and e-mail.

4. Benefits

Our view is that outplacement support is an investment. In most cases, we find there are there are financial savings, improved reputation and business relationships, as well as the preservation of morale, goodwill, and confidential information. With the right approach and careful preparation, an employer can preserve:

- brand
- loyalty and motivation of staff
- productivity and competitive edge
- management of the process

Outplacement as a program for positive change has unique value including:

- goodwill on departure from the company
- develop the persons value in the employment market
- objective assessment of strengths and skills
- a plan for moving onto the next position of employment

In a highly competitive marketplace where business strategies change constantly, employers have to realign and restructure their workforce when necessary. Providing outplacement support is more likely to minimise the negative effects of downsizing and positively impact the bottom line.

5. Contact

Please do not hesitate to contact us if you wish to learn more about our outplacement services:

Nicholas Johnson
Solicitor
TGC Corporate Lawyers
T: +48 (0) 22 653 3720
E: njohnson@tgc.eu

Agnieszka Janowska
Director of Employment Department
TGC Corporate Lawyers
T: +48 (0) 22 653 3862
E: ajanowska@tgc.eu

Dorota Strzelec
Career Transition Consultant
Staff Poland/TGC
T: +48 (0) 22 653 3866
E: dstrzelec@tgc.eu

