

■ **SINALINGUA SHANGHAI –
Our Open Seminars**



**“Keep your Best Employees” -
How to retain and motivate employees in China
May 20, 2010 in Shanghai**

■ **Program**

- 8.30 a.m. **Registration**
- 9.00 a.m. **Welcome and introduction**
- 9.15 a.m. **Legal and administrative framework of employing people (lecture by Intergest)**
(including 15 minutes coffee break)
- Main topics:
- What are the main points for the new labor law? To protect employee or employer?
 - Employee retention under the new labor law
 - Social benefit system in China with local or other provinces' citizenship (HUKOU)
 - Compensation package of social benefit, allowance and welfare for employee retention
 - Internal HR regulation of training, promotion, rating and punishing for employee retention
 - Kinds of bonus systems to encourage employee's royalty
 - Arbitration and suit for employment dispute
- 12.00 p.m. **Lunch**
- 1.00 p.m. **Successful leadership and teamwork (lecture by SinaLingua)**
(including 15 minutes coffee break)
- Main topics:
- What do the Chinese employees expect from their superior?
 - What is a good superior in China?
 - Localization of international standards: Which cultural aspects shall be considered?
 - Loyalty, trust and individual commitment
 - How to motivate Chinese employees in a cross-cultural team?
 - How to create a successful team culture and upgrade multi-national understandings
- 3.45 p.m. **Coffee break**
- 4.00 p.m. **Q & A**

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4.45 p.m. **Evaluation & Feedback**

5.00 p.m. **End of workshop**

■ Training Institutions

SinaLingua is an enterprise specialized in cross-cultural management training and counseling. Our training and consulting services help enterprises coming from Western countries to enter the Chinese market successfully and improve the communication skills of their Chinese and foreign staff. By developing specialized training materials and methods through our own senior trainers, SinaLingua has now become one of the leading training and consulting firms for cross-cultural trainings as well as an expert on Sino-German economic and cultural exchange and business co-operation. SinaLingua's products were selected as „Excellent Training Product“ by „Stiftung Warentest“.

InterGest is a globally operating trust company. Our objective is to assist you in your export activities and to support you with all administrative processes in the respective target country. InterGest assumes responsibility in the form of Business Process Outsourcing (BPO) for all your administrative activities, starting with the formation formalities and domiciliation of a foreign branch office or subsidiary through to the fiduciary management of daily administrative tasks. InterGest can deal with everything apart from your sales activities and technology.

■ Trainers

Intergest

Mr. Sam Yuan is General Manager of InterGest China. With experience in foreign enterprise operation including administration, accounting, marketing, manufacturing and developing in the Chinese market, Mr. Yuan would like to share with you the knowledge in the field of Chinese New Labor Law and social benefits system in China, through which you might understand why Many Chinese employees quit jobs frequently.

SinaLingua

Ms. Anna Rundshagen is a senior consultant of SinaLingua and is responsible for products development. With the experience of providing communication training and leadership development in China since 1994, Ms. Rundshagen ensures all programs are adapted to the market and needs of participants in terms of cultural and organizational communication. You will be benefited in the tips of retain your best employees explored from the view of cross-cultural aspect.

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