

# LEGAL PROFESSIONAL PRIVILEGE FOR HR PROFESSIONALS AND MANAGERS

Course Code: LPP



Legal professional privilege (LPP) protects the confidentiality of communications between a lawyer and their client. Understanding how LPP works is of vital importance for HR professionals and other managers.

If LPP is not clearly understood and actively managed, organisations may find themselves forced to disclose information that would otherwise have remained confidential.

This half-day course explains what LPP is, how to identify privileged information and how LPP is relevant to your organisation. Practical advice will be provided on how to ensure LPP is established when and where appropriate and what must be done for privilege to be maintained.

During the course, several 'real life' case examples will be workshopped. These cases provide crucial insights into how LPP operates in practice.

## Learning Content

This half day programme covers:

- Defining and identifying legal professional privilege
- How legal professional privilege is relevant to your organisation
- The risks of not maintaining legal professional privilege
- How to maintain legal professional privilege
- How to educate your organisation about legal professional privilege

## Learning Outcomes

At the conclusion of this programme, participants will:

- Be able to articulate what legal professional privilege is
- Identify when legal professional privilege should be established
- Actively manage issues related to maintaining legal professional privilege
- Mitigate risks of waiving legal professional privilege unintentionally

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## JUSTITIA TRAINING REGISTRATION FORM

Please complete one form per participant. Confirmation of your registration will be emailed.

### COURSE DETAILS

Course Code: LPP  
Course Date: \_\_\_\_\_

### PARTICIPANT DETAILS

Prefix: Mr / Ms / Mrs / Dr / Other:  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Organisation Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_  
Telephone: (       )  
Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Email Updates: ☐ Please add me to Justitia's email list  
Dietary Requirements: \_\_\_\_\_

### PAYMENT DETAILS

Payment can be made by cheque or credit card. If paying by cheque, please make your cheque payable to 'Justitia'. If paying by credit card, please complete the following section. We request you post or fax this registration form with payment.

Credit Card Type: ☐ VISA ☐ MasterCard  
Cardholder Name: \_\_\_\_\_  
Credit Card Number: 

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Expiry Date: Month: \_\_\_\_\_ / Year: \_\_\_\_\_  
Course Fee: \$ \_\_\_\_\_ (Normal Fee \$500 / Early Bird \$450)

### CANCELLATION POLICY

We will refund your total course fee if you give us 5 or more days' notice of your cancellation. We will not refund your course fee if you notify us of the cancellation less than 5 days prior to the training day. Alternatively, you will be given the opportunity to indicate that another person from your organisation will attend in your place. We ask that you inform us of this before the training day. We may sometimes need to reschedule or cancel courses due to unforeseen circumstances. In that instance, we will offer you the option of a total refund of your course fee, or, if that course is deferred to a later date, a transfer of your booking to the later date.

Fax Registration Form to:  
**(03) 8621 4599**