

SNS COLLEGE OF ENGINEERING

Kurumbapalayam (Po), Coimbatore – 641 107 An Autonomous Institution Accredited by NBA – AICTE and Accredited by NAAC – UGC with 'A' Grade Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai



COURSE NAME : 19BA202 – HUMAN RESOURCE MANAGEMENT

I YEAR /II SEMESTER

Unit 1 – INTRODUCTION TO HRM & FRAMEWORK

Topic 5: HRM Policies and Practices



HR POLICY



- HR Policies can be defined as pre-made management decisions affecting the employer-employee relationship.
- A policy is predetermined and accepted course of thought and action that is defined and established as a guide towards accepted goals and objectives





CHARACTERISTICS

- Related to objectives
- Easy to understand
- Stable as well as flexible
- Based on facts
- Appropriate numbers
- Just, fair and equitable
- Reasonable
- < Review



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OBJECTIVES

- Maximum use of human resource
- Personnel development
- Sound industrial relationship
- Proper recognition of workforce and protection of their prestige
- Safeguarding the workforce and protection of their prestige
- Safeguarding the interests of labor and mgmt





NEED FOR HR POLICY

- To achieve the objectives of the organizations.
- To achieve uniformity in decision.
- To delegate authority
- To achieve better control
- To evaluate efficiency
- To create confidence among employees
- To motivate
- To guide the management







TYPES

- Original policies
- Appealed policies
- Imposed policies
- General policies
- Specific policies
- Written or implied policies





FACTORS

Law

- Social values & customs
- Management philosophy and values
- Stages of development
- Financial position
- Union objectives & practices
- Types of workforce.

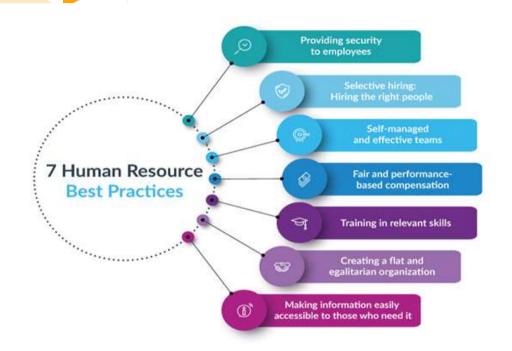


FORMULATION

- Identifying the need
- Gathering the information
- Examining the policy
- Putting the policy in writing
- Getting approval
- Communicating
- Evaluating

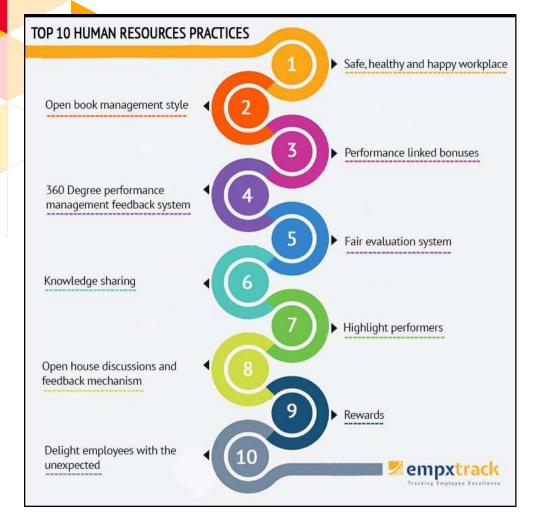






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RECAP

QUESTIONS???

THANK YOU



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