



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



DEPARTMENT OF MANAGEMENT STUDIES

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





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



HR PRACTICES







TOP 10 HUMAN RESOURCES PRACTICES





RECAP

QUESTIONS???

THANK YOU