HR Policies and Its Implementation

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Abstract

This paper explores the importance of human resources (HR) policies in organizations and their practical implementation. The document discusses the various HR policies that are necessary for the smooth functioning of an organization, such as recruitment, selection, training and development, performance appraisal, compensation, and employee retention. It also highlights the challenges faced by organizations in implementing these policies effectively. The paper concludes that a well-crafted HR policy framework, coupled with practical implementation strategies, can contribute significantly to the success of an organization.

INTRODUCTION:
HUMAN RESOURCE POLICIES

Human Resource Policies refer to principles and rules of conduct which "formulate, redefine, break into details and decide a number of actions" that govern the relationship with employees in attaining the organization's objectives.

HR Policies cover the following:

1. A policy of hiring people with due respect to factors like reservations, sex, marital status, and the like.
2. Policy on terms and conditions of employment-compensation policy and methods, hours of work, overtime, promotion, transfer, lay-off and the like.
3. A policy with regard to medical assistance-sickness benefits, ESI and company medical benefits.
4. Policy regarding housing, transport, uniform and allowances.
5. Policy regarding training and development-need for, methods of, and frequency of training and development.
6. Policy regarding industrial relations, trade-union recognition, collective bargaining, grievance procedure, participative management and communication with workers.

RESEARCH METHODOLOGY

METHOD OF DATA COLLECTION

The researcher has chosen the questionnaire methods of data collection due to the limited time on hand. While designing the data-collection procedure, adequate safeguards against bias and unreliability must be ensured. A researcher has examined the collected data for completeness, comprehensibility, consistency and reliability.

The researcher has also gathered secondary data which have already been collected and analyzed by someone else. He got various information from journals, historical documents, magazines and reports

prepared by the other researchers. For the present piece of research, the investigator has used the following methods:

Questionnaire Interview Observation

HYPOTHESIS OF PROJECT

Human Resource Policies provided by the organization of employees work as an agent for the growth of employees and also motivate the employees to perform well i.e. employee performance and satisfaction is the valuable outcome of the sound HR Policies of the organization.
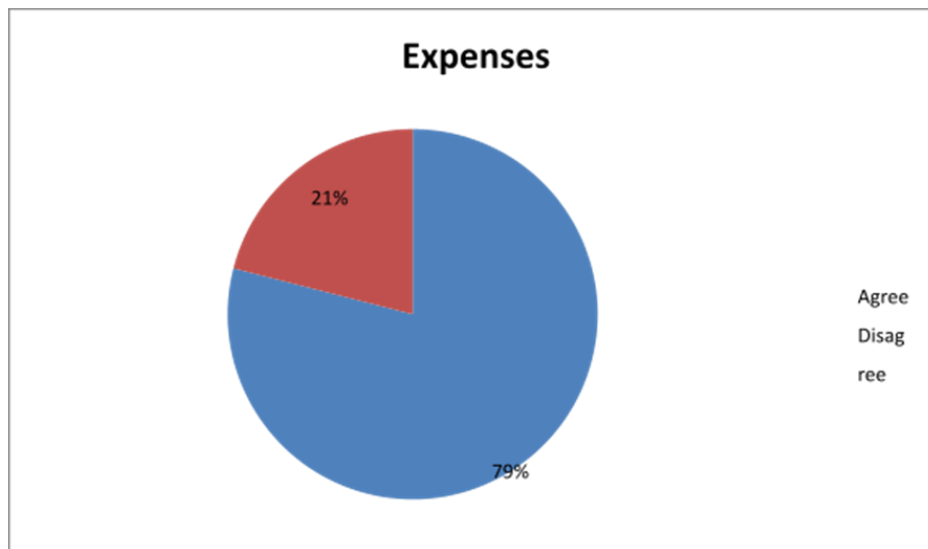
RECRUITMENT AND SELECTION

● Are you satisfied with the external recruitment sources performed in your organization.
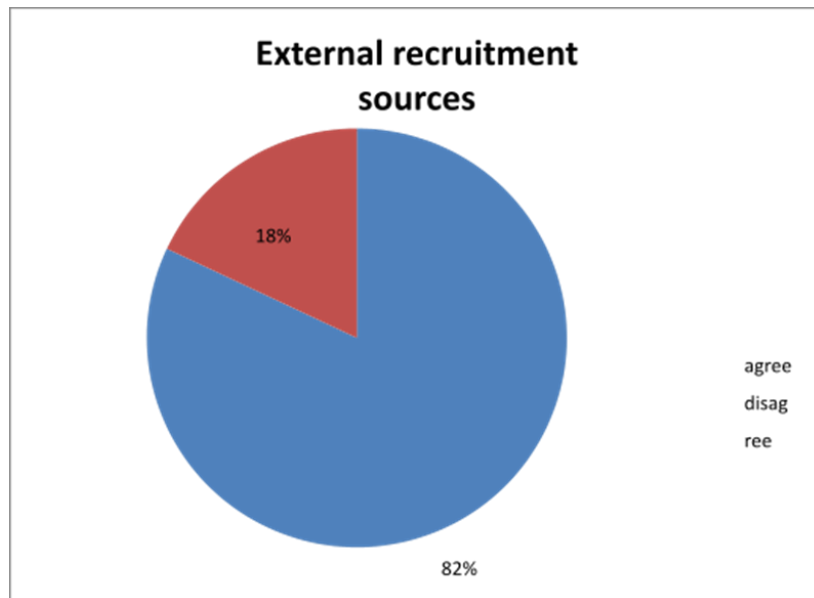
● Regarding monetary reward given on bringing on board 74% of employees are satisfied and 26% are not satisfied.
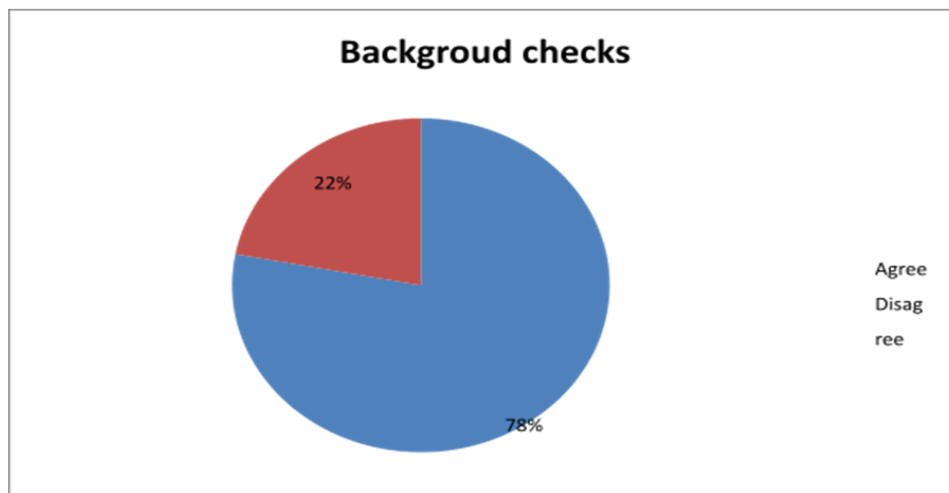
● Regarding monetary limits provided to employees for their expenses 79% of the employees are satisfied and 21% are not satisfied.

DISCUSSION

Human resources (HR) policies are an essential component of any organization's operations. They provide guidelines and rules that govern the management of employees, ensure compliance with laws and regulations, and support the achievement of organizational objectives. The implementation of HR policies is critical to the success of an organization, as it can impact employee performance, job satisfaction, and overall productivity.

One of the essential HR policies is recruitment and selection. This policy outlines the procedures for attracting and selecting suitable candidates for available positions in the organization. Effective implementation of this policy can ensure that the organization hires the right employees, who possess the necessary skills, qualifications, and experience, and align with the organization's culture and values.

Another critical HR policy is training and development. This policy outlines the processes for identifying employee training needs, designing and delivering training programs, and evaluating the effectiveness of the training. Effective implementation of this policy can improve employee skills, knowledge, and job satisfaction, leading to increased productivity and better performance.

Performance appraisal is another essential HR policy. This policy outlines the procedures for evaluating employee performance, providing feedback, and identifying areas for improvement. Effective implementation of this policy can motivate employees to perform better and can also help in identifying top performers for promotion or other opportunities.

CONCLUSION

Education is a crucial tool which is very beneficial in everybody's life. Education is what distinguishes us from different living beings on earth.

The Scope Of Education renders man the cleverest creature on earth. It empowers humans and gets them prepared to confront the challenges of life efficiently. Education continues to be an amenity and not a necessity in our country. Educational understanding needs to be circulated throughout the country to make education accessible.

For any organisation to run in a smooth manner, recruitment and retention of talented employees is a must for which HR has to look into all the criteria and take all measures to provide talented employees in the organisation.

For example: While recruitment, the HR has to look into the employee's stability means he should at least work in the same organisation for at least for 4 years. This will increase the probability of the company attracting a wide range of candidates.

Although the presence of technology does not ensure equity and accessibility in learning, it has the power to lower barriers to both in ways previously impossible. No matter their perceived abilities or geographic locations, all learners can access resources, experiences, planning tools, and information that can set them on a path to acquiring expertise unimaginable a generation ago.