

UNIT-I (Introduction)

Outcome of this Presentation

This Presentation will cover CO1

Statement of CO1 is as follows:

Understand the basic concepts of human resource management and different managerial functions, and their scope in order to take the benefits from various policy of management.

Human Resource Management

Human Resource Management (HRM) is a process, which consists of four main activities, namely,

- acquisition,
- development,
- motivation, as well as
- maintenance of

human resources

Definitions of HRM

- **Scott, Clothier and Spriegel have defined Human Resource Management as that branch of management which is responsible on a staff basis for concentrating on those aspects of operations which are primarily concerned with the relationship of management to employees and employees to employees and with the development of the individual and the group.**
- **Northcott considers human resource management as an extension of general management, that of prompting and stimulating every employee to make his fullest contribution to the purpose of a business. Human resource management is not something that could be separated from the basic managerial function. It is a major component of the broader managerial function.**
- **Edwin B. Flippo, —Human resource management is the planning, organising, directing and controlling of the procurement, development, resources to the end that individual and societal objectives are accomplished||. This definition reveals that human resource (HR) management is that aspect of management, which deals with the planning, organising, directing and controlling the personnel functions of the enterprise.**

NATURE OF HRM

- ✓ Inherent Part of Management
- ✓ Pervasive Function
- ✓ Basic to all Functional Areas
- ✓ Basic to all Functional Areas
- ✓ Personnel Activities or Functions
- ✓ Continuous Process
- ✓ Based on Human Relations

OBJECTIVES OF HRM

- To ensure effective utilisation of human resources, all other organisational resources will be efficiently utilised by the human resources.
- To establish and maintain an adequate organisational structure of relationship among all the members of an organisation by dividing of organisation tasks into functions, positions and jobs, and by defining clearly the responsibility, accountability, authority for each job and its relation with other jobs in the organisation.
- To generate maximum development of human resources within the organisation by offering opportunities for advancement to employees through training and education.
- To ensure respect for human beings by providing various services and welfare facilities to the personnel.
- To ensure reconciliation of individual/group goals with those of the organisation in such a manner that the personnel feel a sense of commitment and loyalty towards it.
- To identify and satisfy the needs of individuals by offering various monetary and non-monetary rewards.

FUNCTIONS OF HRM

Managerial Functions

- Planning
- Organization
- Directing
- Controlling

Operative Functions

- Procurement of Personnel
- Development of Personnel
- Compensation to Personnel
- Maintaining Good Industrial Relation
- Record Keeping
- Personnel Planning and Evaluation

IMPORTANCE OF HRM

- It helps management in the preparation adoption and continuing evolution of personnel programmes and policies.
- It supplies skilled workers through scientific selection process.
- It ensures maximum benefit out of the expenditure on training and development and appreciates the human assets.
- It prepares workers according to the changing needs of industry and environment.
- It motivates workers and upgrades them so as to enable them to accomplish the organization goals.
- Through innovation and experimentation in the fields of personnel, it helps in reducing casts and helps in increasing productivity.
- It contributes a lot in restoring the industrial harmony and healthy employer-employee relations.
- It establishes mechanism for the administration of personnel services that are delegated to the personnel department.

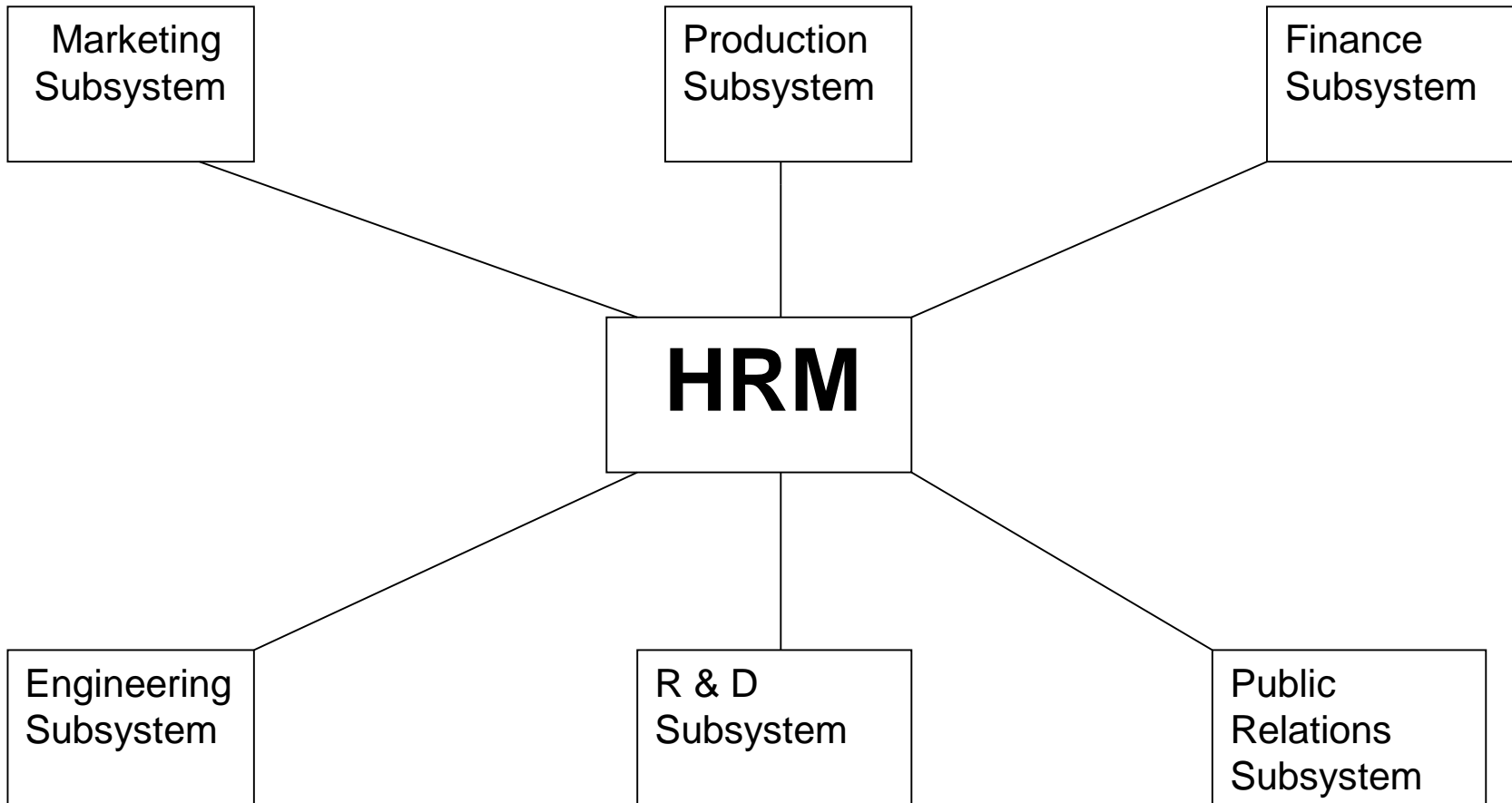
SCOPE Of HRM

Personnel Aspect : This is concerned with manpower planning, recruitment, selection, placement, transfer, promotion, training & development, lay off and retrenchment, remuneration, incentives, productivity etc.

Welfare Aspect : It deals with working conditions and amenities like canteens, crèches, rest and lunch rooms, housing, transport, medical assistance, education, health and safety, recreation facilities etc.

Industrial Relations Aspect: This covers union management relations, joint consultation, collective bargaining, grievance, disciplinary procedures and settlement of disputes etc.

Relation Of HRM With Other Functions



THANK YOU