

# **HR POLICIES IN JINDAL STAINLESS LIMITED**

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## **ABSTRACT;**

Within various types of organizations, the employees as well as the employers need to carry out their job duties in accordance to policies and procedures. In leading to well being and progression and enhance the reputation of the organization it is necessary to formulate human resources policies and procedures. When the human resources abide by the policies and procedures, they are not only able to implement their job duties appropriately, but also would promote discipline within the working environment. The policies and procedures need to be concerned in terms of various areas such as technical, clerical, management, administration and so forth. When the employees get recruited with the organizations they are required to go through training and development programs. In these programs they are imparted with knowledge in terms of human resources policies and procedures. When the human resources follow the policies and procedures, they are able to benefit to a major extent. The main areas that have been taken into account in this research paper are meaning and significance of human resources policies and procedures, types of human resources policies and areas in which human resources policies and procedures are implemented

**KEY WORDS:** Human Resource, Policies and procedures, Organizations

## **INTRODUCTION HR POLICIES**

Policies are the very important aspect for any organization. It is a tool that helps an organization for better functioning. These involve managing the relationship between the top management as well as lower management. The goal of HR Policies is to ensure that the firm is able to continue its operations. And that it has sufficient to satisfy both maturing short-term debt and upcoming operational expenses. Management should use a combination of policies and techniques for the management of HR policies. These policies aim at managing the

work balance according to requirement. In HR Policies we can include the following.

- Recruitment
- Selection
- Induction
- Training and development
- Compensation system
- Leave policy
- Welfare policy

### **OBJECTIVES OF THE STUDY**

- To identify the technique of recruitment and selection & training and development.
- To know employer attitude towards the compensation system & welfare policy.
- To know about the reputation of the firm.
- To provide suggestions & recommendations from the study conducted.
- To study about the major HR policies adopted by the managers of selected firms of steel industry.
- To study how consistently the policies have implemented.

### **INDUSTRY PROFILE**

#### **STEEL INDUSTRY**

The history of Iron and Steel industry in India is nearly 4000 years old. The Iron pillars at the outskirts of Delhi prove that Indians were familiar with iron and steel even during the Vedic age. But the father of the modern Steel industry Sir Jamshedji Tata set up the Tata Iron and Steel Company (TISCO) in 1907. The first steel ingots were rolled in TISCO in 1911. This was followed by the establishment of the

Mysore Iron and Steel Works in 1936, later renamed as Visveswaraya Iron and Steel Works. In 1939, Indian Iron and Steel Company (IISCO), now a subsidiary of Steel Authority of India Limited (SAIL) was started.

At the time of Independence, India possessed a small but viable steel industry with an annual capacity of 1.3 million tonnes. In 1951, India produced 1.1 million tones of finished steel. In the era of planned economy, iron and steel - a core and basic sector - received the full attention of the government and with the foreign assistance and own resources, many new steel plants were set up

**REVIEW OF LITERATURE**

**MALLIKARJUNAM K (2005)**- The HR policies have assumed a new shape and nature in the form of a two-way communication link between the employees and the employers. Proper communication between the assessing authority and the employees under policies are essential for gathering all the required information from the employee. HR policies that are based on a free and unrestrained approach would generate the preferred data and help to increase organizational productivity.

**GUPTA SAMITA (2006)**- this article discusses the concept, goals and also explores several others aspects of human resource management. The literature focuses on the concept of effective HR policies in the organization. Researchers have argued in an article that HR represents twin dimensions of rationalization. The pursuits of reason in human affairs that is the process of bringing policies are pursued and rationalization as the increasing dominance of a means- end instrumental rationality.

**RAJU AND JENA(2006)**- this literature provides the background and description of HR policies of ONGC. A good review system can help improve communication, while allowing people to increase their own effectiveness and clarify their own jobs and responsibilities. An innovative system will not only increase the performance of the staff, but also help them work together with common goals and fewer obstacles. The current system adopted by ONGC coupled with an aggressive communication campaign has resulted in the creation of a positive work culture with a successful implementation of the new appraisal system; ONGC is setting an example for others

**RESEARCH METHODOLOGY**

RESEARCH DESIGN : Exploratory cum Descriptive in nature

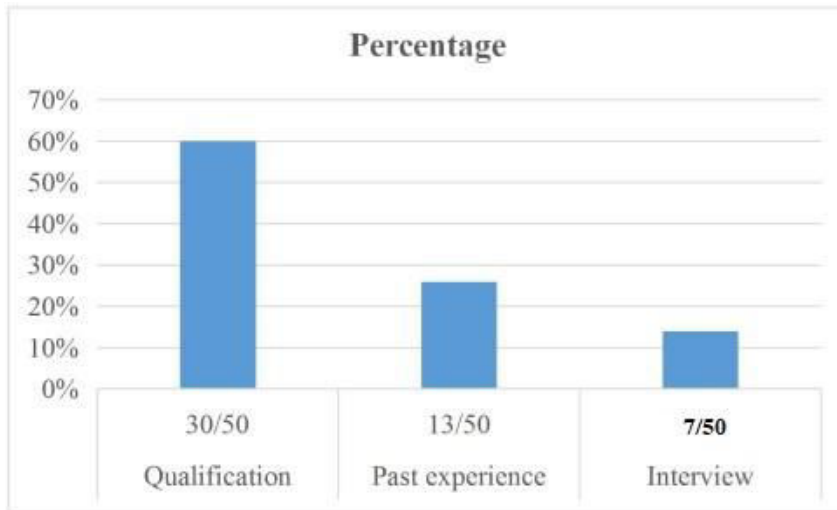
POPULATION SIZE: 134

SIZE OF SAMPLE : 50

COLLECTION OF DATA : Primary and Secondary Data

**The most important factor for selection policy**

<b>Particulars</b>	<b>Qualification</b>	<b>Past experience</b>	<b>Interview</b>
Response	30/50	13/50	7/50
percentage	60%	26%	14%

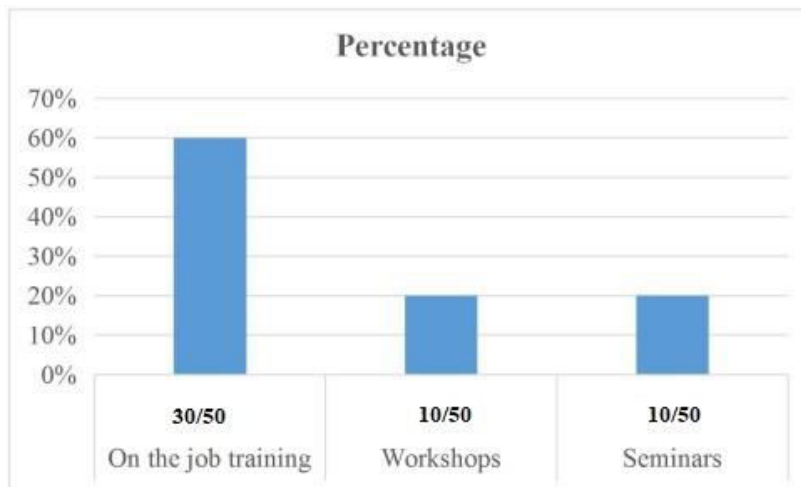


**Interpretation:**

60% of the employee’s qualification is the most important factor in selection process.

**Which method is adopted by the company in training policy?**

Response	30/50	10/50	10/50
Percentage	60%	20%	20%



**Interpretation:-**

60% respondents are believes on the job training is preferred mostly .

**FINDINGS**

- There are a lot of techniques of recruitment, selection, training & development. In Jindal Stainless Limited, there are three main factors for the selection process like Qualification, Past experience & Interview but the 60% Respondents believes most important is qualification of the candidates.
- For providing in the company, three methods are applied – On the job training, Workshops & Seminars. Out of these, 60% respondents are believes on the job training is preferred mostly.
- For the purpose of recruitment, out of Online way, Advertisement & through institutions, the advertisement gets the highest response. 40%respondentsbelieves most of the recruitment is done through advertisements.
- As per as the employer attitude towards the compensation system & welfare policy is concerned, the company offers and the 60% Respondents wants bonus the most to its employees as a part of compensation compared to holiday package & others.

**SUGGESTIONS**

- The very concept of recruitment and selection should be standardized through the organization. Unless this is done, it is accepted, be it how important to the organization.
- To market such a concept, it should not start at bottom, instead it should be started by the initiative of the top management. This would help in percolating down the concept to the advantage of all, which includes the top management as well as those below them. This means that the top management has to take a welcoming and positive approach towards the change that is intended to be brought.
- Further, at the time of confirmation also, the recruitment and selection form should not lead to fault of any information. Instead, detailed l of the employee's work must be done – which must incorporates both the work related as well as the other attributes that are important for org.
- Time period for conducting the recruitment and selection should be revised,so that  
the exercise becomes a continuous phenomenon.
- Performance appraisal conducted must be fair and very clear to the employees. A well communicator discussion sort of performance appraisal should be conducted.

**CONCLUSION;**

HR policies are regarded as formal commitments that are focused upon the ways in which employers deal with the employees. Within the organizational structure, the members are assigned various job duties in accordance to their educational qualifications, competencies and aptitude. It is apparent that they need to generate adequate information in terms of implementation of job duties satisfactorily. Apart from this, it is vital for them to acquire information in terms of HR policies and procedures as well. Through these HR policies and procedures, the members of the organization obtain proper guidance and direction.

All the members of the organization are required to dedicate themselves wholeheartedly towards the achievement of desired goals and objectives. Finally, it can be stated that they need to be beneficial to the members and organization as a whole.

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