

A STUDY ON HR POLICY AND IMPLEMENTATION AT LENOVO INDIA LIMITED PUDUCHERRY

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ABSTRACT

HR policies serve as a road map for the manager. HR policies are also defined as that body of principles and rules of conduct which govern the enterprise in its relationship with employees. Such a policy statement provides guidelines for a wide variety of employment relationships in the organization. The main purpose of the study is to know how it works and its satisfaction of employee in the organization in the HR policies implementation at Lenovo India limited. Both primary and secondary data were used in the study. Primary data were collected from the 30-sample employee in an organization at Lenovo. Data processing was done statistically by applying the descriptive methods by using SPSS software and the statistical correlation according to the hypothesis. The findings of the study resulted in there is no relationship between the HR policies implementation.

Keywords: HR policies, Attendance and Leave Policies, Over Time Policies, Training and Development, Compensatory Policies, Grievance Redressal Policies, Employee Turnover

I. INTRODUCTION

Kundu. Subhash C., Diva Mahan (2009) This study is based on the "Human Resources Management Practices in Insurance Companies: The study was made in Indian and MNC's and explains the benefits of the organization is generated only by Human Resources. However, the advantage of giving insurance to the Human Resources is one of the employee benefits issued by the Human Resource Management. The findings of the study says that both domestic and international Insurance companies have to improve more on their HR practices like performance appraisal, HR planning and Recruitment. V.Siva Kumar (2015) This study describes that the high level of policies increases the growth of the organization and acts as a retention strategy. From this study it is observed that employee's relationship. T. Suhasini and Dr. K. Kalpana (2018) The study reveals that relevance of HRM policy studies to the organizations. However, the urgency for new studies on the HRM was highlighted, since some policies, despite their strategic nature for organizations, are still little investigated. This is the case for recruitment and selection and evaluation of performance and skills, as well as studies relating HRM policies to other variables of organizational behaviour and the effort to construct and validate measurement instruments.

HR policies serve as a road map for the manager. HR policies are also defined as that body of principles and rules of conduct which govern the enterprise in its relationship with employees. Such a policy statement provides guidelines for a wide variety of employment relationships in the organization. The purpose and significance of the HR policies hardly need any elaboration. Every organization needs policies to ensure consistency in action and equity in its relation with employees. Policies serve the purpose of achieving organizational goals in an effective manner. HR policies constitute the basis for sound HRM practices. Moreover, policies are the yardstick by which accomplishment of programs can be measured.

II REVIEW OF LITERATURE

Kundu. Subhash C., Diva Mahan (2009) This study is based on the "Human Resources Management Practices in Insurance Companies: The study was made in Indian and MNC's and explains the benefits of the organization is generated only by Human Resources. However, the advantage of giving insurance to the Human Resources is one of the employee benefits issued by the Human Resource Management. Hemant Rao (2007) In this research study he explained the changes in the role Human Resources. There was an extraordinary change in the role of Human resource department. He found that each individual should work in the organization such that they should treat the employees irrespective to cast, religion, gender etc. Subramanian, V. (2005) He expresses that the recruitment and selection process in the organization and selecting the right candidate for the correct position helps employees to work in the organization in a very positive mode. The interview process should be relevant to the job profile so that the candidates will be interested in the job profile. Udai Pareek & T.V. Rao (1999) In his study he explains that the limitations of Human Resource Department where they need to improve in the personal growth of employee and the organization.

In his he elaborately explains about the importance of the training and Development, HR Audit, Planning and Development, Organizational Behaviours. This also gives the lots of information about the Educational Institutes and lot of professional people. Venkateswaran (1997) He explains in his article about how Human resource Department helps the organization in their Financial growth. For that he made an empirical study by collecting data from a sample of 132 executives of a private organization. This study helps to know how the HRD works in the organization and how for employees are benefited out of them. As a result, the HRD works in better way how such that employees are more much comfortable in the rule and regulations of the organizations. This also helps the organization to maintain a Tripathy (2008) He has explained that the organization have the optimum usage of Human resources in the organization. They follow the 3 C concept (i.e.) Competencies, commitment and culture. By following these 3 C cultures in the work organization give the positive results in the organization

III. OBJECTIVES OF THE STUDY

1. To find the level of satisfaction with the HR policies at Lenovo India limited.
2. To find out the relationship between HR policies and employees turnover at Lenovo India limited

IV. HYPOTHESIS OF THE STUDY

H0: There is no significant relationship between HR policies and employees turnover.

H1: There is a significant relationship between HR policies and employees turnover.

V. RESEARCH METHODOLOGY

The study at Lenovo that seeks the knowledge and information about the six factor that are about in HR policies in organisation, HR policies, Attendance and leave policies, Over time Policies, Training and development, Compensatory policies, Grievance Redressal policies, Employee Turnover and role clarity it consists of 100 employees among them a sample of 30 respondents were selected at random. Both the primary and secondary data has been used for the study. Primary data was collected with the help of questionnaire distributed to the employees of, Lenovo India limited by using the questionnaire. This data was analysed using the SPSS software.

IV ANALYSIS AND INTERPRETATION

The table 1 shows the socioeconomic variable of the employees for this study

TABLE 1 SHOWS DEMOGRAPHIC VARIABLE

Sl No	Demographic variable	Frequency	Percentage	
1.	Gender	Male	10	33
		Female	20	67
		TOTAL	30	100
2.	Age	21-25 year	11	37
		26-30 year	10	33
		30-40 year	3	10
		Above 41 years	6	20
		TOTAL	30	100
3.	Marital status	Married	20	67
		Unmarried	10	33
		TOTAL	30	100
4.	Qualification	Diploma	20	67
		Under graduate	10	33
		Post graduate	0	0
		Other	0	0
		TOTAL	30	100
5.	Experience	0-1 year	10	33
		1-2 year	20	67
		2-5 year	0	0
		Above 5 years	0	0
		TOTAL	30	100

Source: Primary Data

The employees are predominantly at the age group of 26-30 and less than 41. The study disclosed 100% of the employees are undergraduates and 30% of the employees comes under 1-2year experience.

Table 2 the table show the There is no significant relationship between HR policies and Employee Turn over

CORRELATION			
		HR Policies	Employee Turnover
HR Policies	Pearson Correlation	1	.033
	Sig. (2-tailed)		.863
	N	30	30
Employee Turnover	Pearson Correlation	.033	1
	Sig. (2-tailed)	.863	
	N	30	30

Source: Primary Data

By using correlation was found that there is no There is no significant relationship between HR policies and its implementation which is greater than 0.05 significant level

V. DISCUSSION AND CONCLUSION

The employees are predominantly at the age group of 26-30 and less than 41. The study disclosed 100% of the employees are undergraduates and 30% of the employees comes under 1-2year experience. There is no significant relationship between HR policies and employee turnover. By using correlation was found that there is no There is no significant relationship between HR policies and its implementation which is greater than 0.05 significant level. Human Resource Policies refers 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 the attainment of the organization objectives. This study is conducted to know about the HR Policies and to analyse the employee satisfaction with respect to HR Policy followed . It is found from the study that there is a association between the job satisfaction of the respondents and HR Policies then the working conditions and welfare policies is the most influencing factor of HR Policy and The employees are moderately satisfied with the level of job satisfaction. Company should prepare the standard human resource planning because the success and failure of organizations is highly dependent on the proper HR planning. They represent specific guidelines to HR managers on various matters concerning employment and state the intent of the organization on different aspects of Human Resource management such as recruitment, promotion, compensation, training, selections, selections and so on. The company should prepare the standard promotion policy for the employees of the organization.

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