

Course Type	Course Code	Name of Course	L	T	P	Credit
DE	NMSD508	Personnel Management and Industrial Relations	3	0	0	3
<b>Course Objective</b>						
To provide basic inputs regarding the various topics and statutory laws in the area of Personnel Management and Industrial Relations.						
<b>Prerequisite:</b> The student may have completed courses on Organizational Behaviour and Human Resource Management						
<b>Learning Outcomes</b>						
<ul style="list-style-type: none"> <li>The student will be able to take better decisions in view of the various statutory provisions at the work place in India.</li> </ul>						
Unit No.	Topics to be Covered	Lecture Hours	Learning Outcome			
1	<b>Part A –</b> Personnel Management: Nature & Evolution, Personnel as a Specialist Function, Qualities of a Personnel Manager, Personnel Policies, Discipline & Grievance Procedure: Definition, Disciplinary Procedure Model, Termination of Employment: Retirement, Resignation & Termination of Contract, Layoff & Exit Interview, Dealing with Human Aspects of Termination, Cases in Indian & International Context.	8	This unit will help understand the basics and application of Personnel Management.			
2 3 4 5 6 7 8	<b>Part B-</b> Industrial Relations: Definition, Approaches to IR, Parties to IR. Industrial Worker in India: Profile of Indian Workers in India, Problems of Industrial Worker. Industrial Dispute: Causes, Types, Settlement of Disputes Collective Bargaining: Prerequisites, Process, Growth of Collective Bargaining in India Workers Participation in Management: Concept, Purpose, Workers Participation Scheme in India Trade Unions: Origin, Growth, Structure, Problems in India Labour Welfare: Concept, Purpose.	18	This unit will help understand the basics and various aspects of Industrial relations in the Indian Context			
9 10	Statutory & Non-Statutory Provisions: Industrial Disputes Act, Contract Labour Act 1970, Laws related to Remuneration: Payment of Wages Act 1936, Minimum Wages Act 1948, Payment of Bonus Act 1965, Equal Remuneration Act 1976 Laws related to Industrial Relations: Industrial Disputes Act 1946, Industrial Employment (Standing Orders) Act 1946, Trade Union Act 1926.	12	This unit will help gain information about the various statutory laws related to Industrial relations in India			
11	Laws related to Social Security: Workmen Compensation Act 1926, Employee State Insurance Act 1948, Employee Provident Funds &	4	This unit will help gain information about the various			

	Miscellaneous Provisions Act 1952, Maternity Benefit Act 1961, Payment of Gratuity Act 1972.		statutory laws related to Social Security in India
12	Current Developments & Amendments in various Laws	1	
	Total	42	

**Text Books:**

1. Manoria, Gankar and Gankar – Industrial Relations
2. Sinha, Sinha & Sinha – Industrial Relations

**Reference Books**

1. Venkataratnam and Dhal – Industrial Relations