

**SYLLABUS
OF
COURSE
MASTER OF LABOUR LAWS AND PERSONEL MANAGEMENT
FOR THE SESSION
2021-22**



**PRIVATE EXAMINATION CELL
SAMBALPUR UNIVERSITY
JYOTI VIHAR, BURLA,
SAMBALPUR, ODISHA - 768019**

**COURSES OF STUDIES
FOR
MASTER OF LABOUR LAWS AND PERSONEL MANAGEMENT**

Session -2021-2022

LL&PM course credit semester system with grading evaluation system

FIRST SEMESTER LL&PM. EXAMINATIONS: Month of December

SECOND SEMESTER EXAMINATIONS: Month of April

THIRD SEMESTER EXAMINATIONS: Month of December

FOURTH SEMESTER EXAMINATIONS: Month of April

The First and Third Semester shall cover the period from June to November of the academic session and the Second and the Fourth semester shall cover the period from December to May of the subsequent academic session.

The distance courses of studies for the LL&PM Semester examination shall consist of Four semesters comprising of 80 credits. Each semester shall consist of four theory papers, each of three hours examination duration. First semester shall comprise Seminar-I (4 credits), the Second shall comprise Seminar-II 4 credits), the Third semester shall comprise Dissertation (4 credits) and the Fourth semester shall comprise of Internship (4 credits). There shall be five papers in each semester, each with four credits.

Besides, in each Semester there shall be non-credit course (without examination) equivalent to Four Credit hours teaching.

Non-credits course on Industrial Peace and Harmony shall comprise of four papers:

First, semester Settlement Mechanism,

Second Semester-Adjudicatory Mechanism,

Third Semester - Corporate Social Responsibility & Compensation Management and

Fourth Semester -Strategic and Statistic Management

LL &PM COURSE STRUCTURE w.e.f 2021 – 2022 Academic Session

FIRST SEMESTER LL&PM EXAMINATIONS: December 2021

SECOND SEMESTER LL&PM EXAMINATIONS: April 2022

THIRD SEMESTER LL&PM. EXAMINATIONS: December 2022

FOURTH SEMESTER LL&PM: EXAMINATIONS: April 2023

Paper code	Subject Title	Credit
FIRST SEMESTER (June to November)		
LLP 411	Jurisprudence of Labour Law and Industrial Democracy	4 Credits
LLP 412	Wages & Service Condition	4 Credits
LLP 413	Principles and Practices of Management	4 Credits
LLP 414	Managerial Economics	4 Credits
LLP 415	Project Submission on Law	4 Credits
Total		20 Credits
1st Semester - Non- Credit Course – Settlement Mechanism		
Paper code	Subject Title	Credit
SECOND SEMESTER (December to May)		
LLP 421	Human Values and Professional Ethics	4 Credits
LLP 422	Organizational Behavior	4 Credits
LLP 423	Employees Safety & Environmental Studies	4 Credits
LLP 424	Dissertation & Viva Voce	4 Credits
LLP 425	Project Submission on Management	4 Credits
Total		20 Credits
2nd Sem. Non-Credit Course – Adjudicatory Mechanism		

Paper code	Subject Title	Credit
THIRD SEMESTER (June to November)		
LLP 431	Paper-I Principles of Industrial Relations – I	4 Credits
LLP 432	Paper II Principles of Industrial Relations – I	4 Credits
LLP 433	Paper-I Human Resource Management-	4 Credits
LLP 434	Paper-II Human resource Management – II	4 Credits
LLP 435	Dissertation and Viva Voce	4 Credits
Total		20 Credits
3rd Semester Non-credit course – Corporate Social Responsibility & Compensation Management		

Paper code	Subject Title	Credit
FOURTH SEMESTER (December to May)		
LLP 441	Paper-I Labour Welfare and Social Security . I	4 Credits
LLP 442	Paper-II Labour Welfare and Social Security. II	4 Credits
LLP 443	Paper-I Marketing Management - I	4 Credits
LLP 444	Paper-II Marketing Management - II	4 Credits
LLP 445	Internship and Project Report	4 Credits
Total		20 Credits
4th semester Non-credit course – Strategic and Statistic Management		
Grand Total		

Course No. LLP 415 (Seminar-I of 1st Semester), Course No. LLP 425 (Seminar-II of 2nd semester) and Course No. LLP 445 (Management Subject of 4th semester) are practical papers which shall be valued by internal Examiners. Course No. LLP 435 (Dissertation and Viva- voce of 3rd Semester) shall be assessed in a viva voce examination jointly by one internal and one external examiner. Each dissertation shall consist of minimum fifty pages from content to Bibliography. Topic of dissertation shall be fixed by the supervisor judging the aptitude of the candidate at the first phase of the 3rd Semester. For 4th Semester, Course No- LLP 445 (Internship

and Project Report) shall be authorized to students internship programme, visited to industrial establishments and submit a report to the Department. That Report will examine and evaluate through Internal and External examiner.

FIRST SEMESTER (20 Credits)

LLP 411 Jurisprudence of Labour Law and Industrial Democracy

4 Credits

Objectives:-

1. To study principles and concept of labour jurisprudence and industrial democracy.
2. To understand and importance of industrial democracy in the industrial undertaking.

Learning outcomes

This paper will give exposure and knowledge of various tools and aspects of industrial democracy with human behaviour in organization. Various aspects and objective of Labour laws.

Course Contents

- Unit – I :** Definition & Scope of Jurisprudence of Labour Law; Pattern of Labour exploitation , Doctrine of *Laissez faire*, Freedom of Contract, Doctrine of *hire and fire*.
- Unit –II :** Historical ages of labour law, ancient, middle, Modern and Significance Era of Globalization, Multinational and Liberalization.
- Unit –III:** Evolution of Labour Laws in International level, Convention, I.L.O, UDHR-1948, Constitution of Indian and Labour Code.
- Unit—IV** Meaning of Industrial Democracy, It's Significance, Workers Participation in Management, Collective Bargaining, Human Engineering, Trade Union Movement in India,

1. Arun Monappa : Industrial Relations, McGraw Hill
2. Harlod Crouch : Trade Unions and Politics in India, P.C.Manaktala& Sons
3. J.T Dunlop : Industrial Relations Systems, Henry Holt and Co, New York
4. K.N Subramanian : Labour Management Relations, Asia Publishing House
5. Mamoria and Mamoria : Dynamics of Industrial Relations, Himalaya Pub. Co., Mumbai
6. S.D Punekar : Trade Unionism in India, New Book Company Ltd.
7. Sinha and Sinha : Industrial Relations and Labour Legislation,Oxford IBH
8. T.N Bhagoliwal : Economics of Labour and Industrial Relations, SahityaBhawan,

9. V.V Giri : Labour Problems in Indian Industry, Asia Publishing House
10. B. N. Behera : 'Right to Work and Industrial Relations', National Law Publications, Prayagraj, Allahabad.

LLP 412 Wages and Service Condition

4 Credits

Objectives:

- 1) To understand the organised activities of wage earners.
- 2) To study the history of labour movement.
- 3) To study the wage earners struggle against exploitation and inhuman working conditions.

Learning outcomes:

This course should help to re-examine the functions of trade union and their role in the context of technological changes, management values and globalization as in order to understand the present it is necessary to understand the past.

Course Contents

- Unit-I** Definition of Wage, History of Wage structure, Component of Wages, Minimum Wages, Living Wages, Wage Analysis on International Institution and Constitution of India.
- Unit-II** Equal Remuneration, Payment of Bonus, Mines related issues and challenges with Odisha Rules
Contract Labour , Un-organised Workers, Out Sourcing Workers Laws and Rules
- Unit-III** Human Relationship in view of service conditions in the Factories Laws with Odisha Rules, Odisha shops and Commercial Estt. Laws Rules for Odisha,
- Unit – IV :** Nature, Scope and Legitimate Expectation of Service Condition of Labour, Industrial Employment Standing Orders Laws and Rules.
Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Laws and Polices of Center and State.
Model Contract of Service Condition

Suggestive Readings

1. Labour Law in Indian volume 1 & 2 by G.B.PAL, Butterworths india, New Delhi
2. Labour and Industrial law by Meenu Paul, Allahabad Law Agency, Faridabad, Haryana
3. Modern Labour and Industrial law by Srikanta Mishra ,Deep& Deep Publications, New Delhi
4. Labour Problems in Indian Industry, Asia Publishing House, 1959
5. Labour and Industrial law by Meenu Paul, Allahabad Law Agency, Faridabad, Haryana
6. Labour Problems in Indian Industry, Asia Publishing House, 1959
7. Labour Movement in India, S.D Punekar and R. variekiar, Vol 3
8. Gazette of India 29 August 1984, Part II, s 2 Extraordinary p 11 (No. 55)
9. Constitution of India, by J. N. Pandey, Central Law Publication, Allhabad.

LLP 413

Principles and Practice of Management

4 Credits

Objectives:

- 1) To help the student understand principle of management and evaluation of management thought and system.
- 2) To help them familiarize with the concepts of social responsibility, compensation management and performance management.

Learning Outcomes:

At the end of the Course, students should have complete knowledge about the various facets of principles and practices of managing people and understanding of the various specialized operational areas.

Course Contents

UNIT-I:

Evolution of management thought, systems and contingency approach for understanding organizations, managerial processes, functions, skills and roles in an organization. Social responsibility of business, Scope and challenges of CSR in Indian scenario , Management practices from past to present, Different levels of management, Manager and Business environment.

UNIT – II

Planning- Objective of planning, planning process, Types of planning, Types of plans, Corporate planning, Management by Objective, Decision-making- types, process & techniques, making decision effective.

UNIT-III

Organising; staffing- Meaning of organization, types of organization, Organization structure, Span of management, Line and staff relationship, Departmentation, Delegation- Centralization and decentralization of authority, Meaning of staffing, Recruitment, selection & placement, Training & development.

UNIT- IV

Directing & Controlling- Principle of directing, Essence of coordination, Basic control process, Different control techniques, Management by exception.

Suggested Readings:

1. Koontz Harold & Wehrich Heinz – Essentials of management (Tata McGraw Hill, 5th Edition, 2008)
2. Dr. Premvir Kapoor, Principles and Practices of Management, Khanna Publishing House, Delhi
3. Robbins & Coulter - Management (Prentice Hall of India, 9th Edition)
4. Robbins S.P. and Decenzo David A. - Fundamentals of Management: Essential Concepts and Applications Pearson Education, 6th Edition.
5. Wehrich Heinz and Koontz Harold - Management: A Global and Entrepreneurial Perspective.
6. James F. Stoner, et al, Management, Pearson Education Delhi, 2008
7. Principles of Management, George R. Terry & S.G. Franklin, AITBS, Delhi.
8. L. M. Prasad- Principles and Practices of Management, Sulatn Chand & Sons, 7th edition, 2007.
9. N M Khandelwal- Indian Ethos & Values for Management- Himalyan Publishing

Objectives:

In today's globally competitive economy, Managerial economics are the prime objective of any organization. The objective of this course is to acquaint the students with Concept of managerial economics, its concept, nature and classifications.

Learning Outcomes:

At the end of this course, Students should be able to managerial economics and function in the organization in an effective way. They should be able to handle demand and supply effectively.

Course Contents:

UNIT –I: Basic Concepts and principles: Definition, Nature and Scope of Economics, Micro-Economics and Macro Economics, Managerial Economics and its relevance in business decisions. Fundamental Principles of Managerial Economics – Incremental Principle, Marginal Principle, Marginal Concept and Optimization, Concept of Time Perspective, Equi- Marginal Principle, Utility Analysis, Cardinal Utility and Ordinal Utility.

UNIT –II: Demand and Supply Analysis: Theory of Demand, Types of Demand. Determinants of demand, Demand Function, Demand Schedule, Demand curve, Law of Demand, Exceptions to the law of Demand, Shifts in demand curve, Elasticity of Demand and its measurement. Price Elasticity, Income Elasticity, Cross Elasticity, Indifference Curve Theory, Income and Substitution effects, Revealed Preference Approach and Demand Forecasting, Demand Estimation, Demand forecasting: meaning, significance and methods.

UNIT–III Production and cost Analysis: Production concepts & analysis; Production function, Types of production function, Laws of production: Law of diminishing returns, Stages of Production, Law of returns to scale. Cost concept and analysis: Cost, Types of costs, Cost output relationship in the short-run; Cost output relationship in the Long- run. Estimation of Revenue. Average Revenue, Marginal Revenue.

UNIT –IV Market structures: Perfect and Imperfect Market Structures, Perfect Competition, features, Pure Competition & Perfect Competition, determination of price under perfect competition. Monopoly: Feature, pricing under monopoly, Price Discrimination. Monopolistic: Features, pricing under monopolistic competition, product differentiation.

Suggested Readings

1. Adhikary, M. Business Economics, New Delhi, Excel Books, 2000.
2. Baumal, W.J. Economic Theory and Operations Analysis, New Delhi, Prentice Hall Inc., 1996.

3. Chopra, O.P. Managerial Economics, New Delhi Tata McGraw Hill, 1995.
4. Keat, Paul G & Philips K.Y. Young, Managerial Economics, Prentice Hall, New Jersey, 1996.
5. Koutsoyiannis, A. Modern Micro Economics, New York, Macmillian, 1991.
6. Shapiro, Edward J. Macro Economic Analysis, Galgotia Publication, 2013.

LLP 415 Seminar - I 4 Credits

Non Credit Course on Settlement Mechanism 4 Credits

Mediation, Negotiation, Conciliation, Board of Conciliation, Works committee, Court of Enquiry and Lok-Adalat.

SECOND SEMESTER (20 Credits)

LLP 421 Human Values and Professional Ethics 4 Credits

Objectives

1. Provides understanding of the attitudes, motivation and behaviours Influences our perception of the world around us.
2. Represents interpretation of “right and wrong”
3. Provides a way to understand humans and organization.

Learning Outcomes

Human values are integral part of one’s personality and affects employability quotient. Many employers are inclined to hire those who have better human values and maintaining the professional ethics.

Course Contents

Unit – I: Ethos and Values-Meaning, it’s relevance, essential features of Indian Ethos and Insight, Basic principles of management as per Ancient Indian wisdom and insight, Ethics vs. ethos, Indian vs. Western Management, Contemporary issues in management. Personal growth and lessons from ancient Indian educational system.

Unit –II: Model of management in the Indian socio-political environment. Holistic approach for managers in decision making. Work Ethos--Dimensions of work ethos, Work ethos at different levels of management, Reasons for poor work ethos, Steps for improving work ethos. Stress—Meaning, Reasons for stress in organizations, Eustress and Distress, Problems relating to stress in organisations – Indian perspective, Stress reduction and stress management.

Unit – III: Teaching Ethics, Nature and objectives of ethics, Golden rules of ethics, Business ethics: Factors affecting business ethics, importance and its applications, Relationship between business and ethics-The Separatist view, The Unitarian View and The Integration View; Different views of ethical value system—The System of Universalism, The System of Utilitarianism, The System of Distributive Justice and Social Contracts, Individual Freedom of Choice and The Legal System and Professional Ethics.

Unit – IV: Relevance of values in management, Indian perspective of values for managers, Need for values in global change; Secular vs. spiritual values in management, Spirituality in work place for corporate excellence; Trans-cultural human values in management education, science and human values, Business Ethics and Corporate Governance.

Suggested Readings

1. Chakraborty, S.K.: Foundations of Managerial Work – Contributions from Indian Thought, Himalaya Publishing House Delhi 1998.
2. Drucker, P: Managing in Turbulent Times, Pan Books London 1983.
3. Kumar, S and N.K. Uberoi: Managing secularism in the New Millennium, Excel Books 2000.
4. Nandagopal,R.and Ajit Sankar,R.N.:Indian Ethos and Values in Management,TataMcGrawHill
5. Griffith,B., The marriage of east and west,Colling,1985
6. Gandhi,M.K., The story of my experiment with truth,Navjivan Publishing House.
7. Trevino and Nelson, Managing Business Ethics,John Wiley and Sons,1995.
8. Satpathy,B. Indian Ethos and Values—A Managerial Perspective,Elite Publications,Bhubaneswar,Orissa,India,2002,ISBN:81-85531-20-X
9. Fernando,A.C. Corporate Governance-Principles,Policies and Practices,Pearson Education,New Delhi,2006.

LLP 422

Organizational Behavior

4 Credits

Objectives:

1. The main objective of Organizational Behavior is to understand the human interactions in an organization, find what is driving it and influence it for getting better results in attaining business goals.
2. The organizations in which people work affect their thoughts, feelings, and actions. These thoughts, feelings, and actions, in turn, affect the organization itself.

Learning Outcomes:

The students should be equipped regarding efforts of mechanisms governing these interactions, seeking to identify and foster behaviors conducive to the survival and effectiveness of the organization.

The Students will be able to understand and to set up an organizational culture, hiring the best people and creating meaningful connections among them, resolving the conflicts, developing the qualities of the employees, and establish a firm and clear leadership chain.

Course Contents

UNIT I Introduction to OB: The meaning of OB, Why study organizational behaviour, Fundamentals of individual behaviour. Learning and OB , Motivation: Meaning & definition, Traditional theory of Motivation: Maslow's, Herzberg's, McClelland, Contemporary theories of Motivation: Self Determination Theory, Self Efficacy Theory, Vroom's Expectancy Theory, Equity Theory, Reinforcement Theory, OB MOD;

UNIT II Perception: Meaning, process, principles and errors of perception, managerial & behavioural applications of perception. Attitudes: Meaning, Types, Components, Theory of attitude formation and attitude change. Determinants of Personality, types of personality, Personal effectiveness.

UNIT III Foundation of Group Behaviour: Group: Meaning, types, group dynamics, group cohesiveness, Meaning of Interpersonal Behaviour & Interpersonal skills, Transactional Analysis, Johari Window, FIRO –B, MBTI, Leadership: What is leadership, types of leaders and leadership styles, traits and qualities of effective leader, trait theory, LSM – Leadership Situational Model, Team Building, Tuckman Model of Team Development.

UNIT IV Organisational communication, Organisation Structure, Organizational Change and Development: Meaning of organizational change, approaches to managing organizational change, creating a culture for change, implementing the change, Kurt Lewin Model of change. International Organisational Behaviour.

Suggested Readings

1. Fred Luthans, —Organizational Behaviour, 12th Edition, McGraw Hill International Edition
2. Stephen P. Robbins, —Organizational Behaviour, 12th Edition, Prentice Hall
3. Aswathappa K, —Organizational Behaviour (Text, Cases and Games), Himalaya Publication
4. Udai Pareek, —Organizational Behavior, Oxford University Press

Objectives:

1. To understand perspectives of Employees Safety and Security.
2. To study about Environmental Study and Remedial Measures.
3. To study various futuristic issues in the field of Industrial Safety and Challenges of Suitable environment in the industrial undertakings.

Learning Outcomes:

At the end of study students will be conversant with the various techniques of Industrial Relations and futuristic issues in era of dynamic technological changes.

Course Contents

Unit-I The concept of Environment and Ecology, Biosphere and its preservation. Environmental Pollution – Industrial Pollution, Acid Rain, Green House Effect and Ozone Depletion – Sustainable Development. International concern for environment, Rio-Declaration on Environment and Development, 1992. World summit on Sustainable Development 2002.

Unit-II Definition of Safety, Industrial Safety Measures, Liability of Employer, Domestic laws on Safety Measures, Safety Officers, Role of Government on Safety Issues.

Unit- III Constitutional Provisions against Environmental Pollution, Fundamental Rights and Fundamental Duties. Role of Judiciary, the Principle of Absolute Liability. Common Law Provisions against Pollution, Effective of Public Interest Litigation.

Unit - IV Water Pollution and Air Pollution Causes of Water Pollution, Effects of Water Pollution, Methods to contain Water / Air Pollution. The Water (Prevention and Control of Pollution) Act, Air Pollution Control of (Prevention and Control of Pollution) Act.

LLP 424 Dissertation and Viva Voce

4 Credits

LLP 425 Project Submission on Management

4 Credits

There shall be Seminar examination to test the knowledge of the students with regard to papers prescribed in First and Second Semesters. Seminars shall be evaluated by two Internal Examiners.

Non- Credit course on Adjudicatory Mechanism

Meaning of Adjudicatory Mechanism-Arbitration, Labour Court, Tribunal and National Tribunal

THIRD SEMESTER

LLP 431

Principles of Industrial Relations - I

4 Credits

Objectives:-

1. To understand perspectives of Industrial Relations and various approaches.
2. To study about Industrial Relation institutions and systems.
3. To study various futuristic issues in the field of Industrial Retaliations

Learning Outcomes:

At the end of study students will be conversant with the various techniques of Industrial Relations and futuristic issues in era of dynamic technological changes.

UNIT-I Concept of Industrial Relations: Factors affecting industrial relations - Importance of Industrial Relations - Determinants of IR Systems - IR Models.

UNIT-II Trade Unionism: Concept, structure, functions of TU – Union Registration and Recognition – Employers’ Union, Managerial Unionism – Roles and Responsibilities of TU – Contemporary trends in Trade Unionism.

UNIT-III Industrial Dispute / Conflict: Concept, Types, Causes – Industrial Disputes in India, Individual Disputes and Industrial Disputes.

UNIT-IV Collective Bargaining: Nature, scope, process, functions and types of bargaining – Theories of CB – Issues in CB – Practices of CB. Workers’ participation in Management: Concept, scope, objectives, forms – Practice of workers’ participation in Management in India and issues thereof.

Recommended Books:

1. Arun Monappa : Industrial Relations, McGraw Hill
2. Harlod Crouch : Trade Unions and Politics in India, P.C.Manaktala& Sons
3. J.T Dunlop : Industrial Relations Systems, Henry Holt and Co, New York
4. K.N Subramanian : Labour Management Relations, Asia Publishing House
5. Mamoria and Mamoria : Dynamics of Industrial Relations, Himalaya Pub. Co., Mumbai
6. S.D Punekar : Trade Unionism in India, New Book Company Ltd.
7. Sinha and Sinha : Industrial Relations and Labour Legislation,Oxford IBH
8. T.N Bhagoliwal : Economics of Labour and Industrial Relations, SahityaBhawan,
9. V.V Giri : Labour Problems in Indian Industry, Asia Publishing House
10. B.N.Behera : ‘Right to Work and Industrial Relations’, National Law Publications, Prayagraj, Allahabad.

LLP 432 Principles of Industrial Relations - II**4 Credit****Objectives:-**

1. To study various legal provisions regarding labour management and regional Industrial Relations.
2. To study rules and procedures of labour management relations.

Learning outcomes

At the end of the course students will be conversant with the legal formalities like how to follow rules and procedures of industrial relations for establishing of harmonious relationship in the undertaking.

UNIT-I International Labour Organization (ILO) and its impact on Labour Management Relations Emerging Trends in Industrial Relations.-

UNIT-II Approaches to Industrial Relations: Role of different Bipartite and Tripartite bodies and their functions in India- Pre-requisites for successful Industrial Relations.

UNIT-III Employee Discipline – Workplace Discipline - Causes of indiscipline and Procedure of management – Code of Discipline – Code of Conduct, Hot Stove Rule. Disciplinary Procedure: Domestic Enquiry Process – Grievance Management – Model Grievance Settlement Procedures.

UNIT-IV Conflict Management: Approach and methods – Government interventions: conciliation, arbitration and adjudication - Contemporary trends of IR in India.

Recommended Books:

1. A.M Sharma : Industrial relations, Himalaya Publication
2. ArunMonappa : Industrial Relations, TMH
3. C.S. VenkataRatnam : Industrial Relations, Oxford
4. K.M.Subramanian : Labour Management Relations in India
5. Mamoria and Mamoria : Dynamics of Industrial relations, Himalaya Publication
6. PramodVerma : Management of Industrial Relations
7. Sinha, Sinha, &Shekar : Industrial Relations, Trade union and Labour legislation, Pearson
8. B.N.Behera, Legitimate Expectation of Workers, The Law House, Rajabagicha, Cuttack

LLP 433 Human Resource Management – I 4 Credits

Objective

1. To study basic concept of Human Resource Management.
2. To study how to deal with talent management.
3. To understand systems, policies and functions of Human Resource Management.

Learning outcomes

At the end of the course students will be sensitized with various aspects to deal with People Resourcing and talent management. Human resource management (HRM or HR) is the strategic approach to the effective and efficient management of people in a company or organization such that they help their business gain a competitive advantage. It is designed to maximize employee performance in service of an employer's strategic objectives.

Course Contents

UNIT I Essentials of HRM: Nature of HRM, Scope, functions and importance of HRM, HRM vs.HRD, Strategic HRM: Introduction, characteristics and scope of Strategic HRM, Strategic HRM vs. Conventional HRM, Barriers to strategic HRM, Linking HR strategy with business strategy, HRM linkage with TQM & productivity. basic principles governing International Human Resource Management and the role of culture.

UNIT II Human Resource Planning and Employee Hiring : Nature of job Analysis, job design, Human Resource Planning, Demand forecasting for manpower planning, HR supply forecasting, factors influencing HRP, Employee hiring- Nature of Recruitment, Sources of recruitment, Employee selection, process of employee selection, recent trends in recruitment.

UNIT III Employee Training & Development: Nature and importance of Training, methods and types of training, career planning, promotion, transfer, demotion and separation, Performance Appraisal: Meaning and types of appraisal, Job Evaluation: Meaning and methods of job evaluation. Meaning and nature of employee relation and industrial relations.

UNIT IV Compensation Management and Employee Relations: Introduction to compensation management, Components of employee and executive compensation, Factors affecting employee compensation, Employee incentive schemes, and recent trends in compensations management. Employee Safety/ Health and International Human Resource Management: Basics of ethics and fair treatment at work, measures and policies for employee safety at work,

Suggested Readings:

1. V.S.P.Rao, Human Resource Management (Text and Cases) Himalaya Publications, Thirteenth Edition.
2. Durai Praveen, Human Resource Management Pearson Publication, 2nd Edition.
3. Gary Dessler and Biju Varkkey Human Resource Management, Person Publication, 2013, 14th Edition.
4. Seema Sanghi, Human Resource Management, Vikas Publications, 2014, 5th Edition.
5. K. Aswathappa, Human Resource Management, McGraw Hill Education, 2013, 7th Edition.

LLP 434 - Human Resource Management II 4 Credits

Objectives

The field of human resources management is greatly influenced and shaped by the state and federal laws governing employment issues. Indeed, regulations and laws govern all aspects of human resource management—recruitment, placement, development, and compensation.

Learning Outcomes

Students should know the law of laws and regulation for smooth conducting of employment issues. Objective of labour laws and implements in the productive utilize of human resources.

Course Contents

Unit I: Compensation: Method of pay and Allowances, Pay structure: Basic Pay, DA, HRA, Gross Pay, Take home pay etc. Incentive schemes; Methods of payment: Time and piece rate. Fringe benefits & other allowances: Overtime, City compensatory, Travelling etc. Regulatory compliance: Introductions, Wage and Pay commissions, Overview of minimum

Unit II: Emergence and objectives of labour laws and their socio-economic environment; industrial relations laws – laws relating to industrial disputes, trade unions, and standing orders. Laws relating to discharge, misconduct, domestic enquiry, disciplinary action. Social security laws – laws relating to workmen’s compensation, employees’ state insurance, provident fund, gratuity and maternity relief.

Unit III: Wages and bonus laws – the law of minimum wages, payment of wages, payment of bonus. Law relating to working conditions – the laws relating to factories, establishment, and contract labour; interpretations of labour laws, their working, and implications for management, union, workmen; the economy and the industry.

Unit IV: Organisation and management of training function, training need assessment, Training climate and pedagogy; developing training modules, Training methods and techniques, facilities planning and training aids; training communication. Training evaluation; training and development in India

Suggested Readings

1. Mamkootam, K Trade Unionism, Myth and Reality, New Delhi, Oxford University Press, 1982.
2. Niland JR etc., The future of Industrial Relations. New Delhi, Sage, 1994.
3. Popola, TS & Rodgers, G. Labour Institutions and Economic Development in India, Geneva, ILO,1992.
4. Ramaswamy, EA. The Rayon Spinners, The Strategic Management Industrial Relations, New Delhi, Oxford University Press, 1994.
5. B D Singh (2012). Compensation and Reward Management, Excel Book
6. Ghaiye, BR. Law and Procedure of Departmental Enquiry in Private and Public Sector, Lucknow, Eastern Law Company, 1994.
7. Malhotra, O.P. The law of Industrial Disputes, Vol. I and II, Bombay, N.M. Tripathi, 1985.
8. Malik, PL. Handbook of Industrial Law, Lucknow, Eastern Book, 1995.
9. Saini, Debi S. Labour judiciary, Adjudication and Industrial Justice, New Delhi, Oxford, 1995.
10. Saini, Debi S. Redressal of Labour Grievances, Claims and Disputes, New Delhi, Oxford & IBH,1994.
11. Beunet, Roger ed. Improving Training Effectiveness, Aldershot, Gower, 1988.
12. Buckley, R & Caple, Jim. The Theory & Practice of Training, London, Kogan

& Page, 1995.

13. Lynton, R Pareek, U. Training for Development, 2nd ed., New Delhi, Vistaar, 1990.

14. Pepper, Allan D. Managing the Training and Development Function, Aldershot Gower, 1984.

15. Rae, L. How to Measure Training Effectiveness, Aldershot, Gower, 1986.

LLP 435 Dissertation and Viva Voce

4 Credits

FORTH SEMESTER

LLP 441 Paper. I

Labour Welfare and Social Security –I

4 credits

OBJECTIVES

- 1) To examine the traditional concept of labour welfare in the industry
- 2) To understand the labour policy aspects in the country
- 3) To understand the conditions of labour and their welfare and social security needs in the country.

Learning Outcomes:

At the end of the course students should be able to understand a perspective of labour welfare and remedial measures in the country.

Unit- I - Concept, Approaches and Agencies of Labour Welfare, International Conference, Role of ILO, Labour Issues and Challenges in the 21st Century.

Unit - II – Labour Welfare in India, Welfare Fund, Welfare work inside the factory and community present practices. Role and Functions of welfare officers in India.

Unit - III – Health and hygiene. Canteen organization and management , Organization of credit and consumer co-operative societies-recreational, creates and educational actives-workers education in India.

Unit - IV - Welfare Measures to-wards Bonded Labour, Women Labour Child Labour, Domestic Worker, Rag pickers, Construction Workers and Relevant Judicial Decision of Supreme Court and High Court.

Suggested Readings

1. Labour Law in Indian volume 1 & 2 by G.B.PAL, Butterworths india, New Delhi
2. Labour and Industrial law by Meenu Paul, Allahabad Law Agency, Faridabad, Haryana
3. Modern Labour and Industrial law by Srikanta Mishra ,Deep& Deep Publications, New Delhi

4. Labour Problems in Indian Industry, Asia Publishing House, 1959
5. Labour and Industrial law by Meenu Paul, Allahabad Law Agency, Faridabad, Haryana
6. Modern Labour and Industrial law by Srikanta Mishra ,Deep& Deep Publications, New Delhi
7. Labour Problems in Indian Industry, Asia Publishing House, 1959
8. Labour Movement in India, S.D Punekar and R. variekiar, Vol 3
9. Gazette of India 29 August 1984, Part II, s 2 Extraordinary p 11 (No. 55)
10. Constitution of India, by J. N. Pandey, Central Law Publication, Allahabad.
11. Report of the Second National commission on Labour (2002), Volume-I (Part-II)

LLM 442 Paper II Labour Welfare and Social Security- II 4Credits

Objectives

- 1) To examine the traditional concept of labour welfare in the industry
- 2) To understand the labour policy aspects in the country
- 3) To understand the conditions of labour and their welfare and social security needs in the country.

Learning Outcomes:

At the end of the course students should be able to understand a perspective of labour problems and remedial measures in the country.

Unit –I Concept and Origin of Social Security Measures, Effective of Social Security Measures, Measures towards Organised Sectors and Un-organized Sector.

Unit –II Social Security Measures- ILO, Several Convention, Constitution of India,

Unit- III Laws on Employees State Insurance, Payment of Gratuity, Employees Provident Fund and Misc. Provisions, Pension Laws and Pension Schemes. Social Security Measures for Un-organised Workers.

Unit –IV- Employers liability – Notional Extension, Statutory Liability, Government Five Year Plan , Policy and Government Welfare Schemes to wards workers .

Suggestive Readings

1. A.M. Sharma : Industrial Jurisprudence & Labour Legislation, Himalaya
2. B. D Singh : Labour Laws, Excel Books

3. G.M Kothari : A Study on Industrial Law (Vol-1 and Vol-11), N.M Tripathy Pvt. Ltd., Mumbai
4. G.P Das Gupta : Industrial Discipline, Tata McGraw Hill
5. Kapoor N.D : Labour Laws, Sultan Chand
6. Mamoria and Mamoria : Dynamics of Industrial relations, Himalaya
7. P.L Malick : Handbook of Labour and Industrial Law, Eastern Book
8. P.R Bagri : Industrial Disputes, Eastern Law House, Kolkata
9. R. Matrubham : Factory and Labour Manual- Madras Law Journal Office
- 10.S.C. Srivastava : Industrial Relation and Labour Laws- Vikash Publication
- 11.S.Mishra : Modern Labour Laws and Industrial Relation, Deep & Deep, Delhi
- 12.S.N Chaturbedi : Labour and Industrial Laws, Central Law Agencies, Allahabad
- 13.Sahoo, Sundaray and Tripathy : Human Relations Legislations, Vrinda Publications.
- 14.Sinha and Sinha : Industrial Relation and Labour Legislation- Oxford IBH.
- 15.B.N. Behera, Modern Labour and Industrial Law, The Law House, Cuttack

LLP 443 Paper I: Marketing Management- I

4 Credits

Objective

1. Marketing Management identifies market opportunities and comes out with appropriate strategies for exploring those opportunities profitably.
2. It has to implement marketing programme and evaluate continuously the effectiveness of marketing-mix. It has to remove the deficiencies observed in the actual execution of marketing plans, policies, and procedures. It looks after the marketing system of the enterprise.

Learning Outcomes

The students should know what is marketing objectives relates to attracting new customers, retention of current customer, expansion of customer base, introduction of new product, improvement of old product and so on. Marketing management aims at maximising the customer's value by providing high satisfaction to the customers.

Course contents

UNIT I Marketing Management: Introduction, objectives, Scope and Importance, Evolution, Core Concepts, Functions of Marketing, Marketing Orientations towards market place, Marketing Environment: Introduction, Environment Scanning, Analyzing the Organization's Micro Environment, Company's Macro Environment, Marketing Planning; Competitors' Analysis, Industry Structure

Product Mix, Product Line, Packaging and Labelling, New Product Development Process, Brand Management- Meaning, Characteristics of a Good Brand, Types of Brand, Brand Positioning,

UNIT II Pricing- Introduction, Factors Affecting Pricing Decisions of a firm, Pricing Strategies, Pricing Methods, Initiating and Responding to the Price Changes-Customers' Reaction and Competitors' reaction to Price Changes, Price Cut, Price War;

UNIT III Distribution Management- Introduction, Need and Types of Marketing Channels, Channel Management Decisions, Physical Distribution System-Objectives, Strategies, Organisations' Responsibility for Physical Distribution; Retailing- Meaning, Types, Marketing Strategies; Wholesaling- Meaning, Types, Trends in Wholesaling; Channel Conflict, Vertical and Horizontal Marketing System;

UNIT IV Promotion Management- Introduction, Integrated Marketing Communications (IMC), Communication Development Process, Promotion Mix- Advertising- Meaning, Objectives, Types, Publicity, Fundamentals of Sales Promotion, Personal Selling Process, Public Relations, Direct Marketing. Designing and Managing the Sales Force.

Suggested Readings

1. Enis, B.M. Marketing Classics: A selection of Influential Articles, New York, McGraw Hill, 1991.
2. Kotler, Philip and Amstrong, G. Principles of Marketing, New Delhi, Prentice Hall of India, 1997.
3. Kotler, Philip, Marketing Management: analysis, Planning, Implementation and Control, New Delhi, Prentice Hall of India, 1994.
4. Ramaswamy, VS and Namakumari, S. Marketing Management: Planning, Control, New Delhi, MacMillan 1990.

LLP 445 Internship and Practical Work: 4 Credits

Observational Visits and Institutional Visits

- (a) Visits to industrial units in the local area
- (b) Visits to social institutions working for Welfare issues
- (c) Visits to Government offices connected with implementation of Labour laws, Education of Labour etc.

During the visits, depending upon the nature of the organization, the following aspects of the organization should be studied:

- (1) Aims & objectives of the organization
- (2) Policies, Functions and Administrative set up
- (3) Production process and working conditions
- (4) Labour problems-Labour management relations

(5) Wage structure

(6) Welfare activities

(7) Special contribution of the organization toward the cause of industrial harmony.

The parameters for evaluation of these visits will be:

Attendance

Participation

Report submission
