

## Human Resources Management

### INDUSTRIAL RELATIONS AND LEGISLATIONS

Subject Code	: 14MBA HR301	IA Marks	: 50
No. of Lecture Hours / Week	: 04	Exam Hours	: 03
Total Number of Lecture Hours	: 56	Exam Marks	: 100
Practical Component	: 01 Hour / Week		

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#### Objectives:

1. To enable students to grasp and apply the principles of IR and develop an awareness of the significance of industrial peace.
2. To provide a conceptual basis of Industrial Relations.
3. To give an understanding of the components and meaning of sustaining Industrial peace anchored on harmonious Employee-Management relations.

#### PART A:

#### INDUSTRIAL RELATIONS

##### MODULE 1:

(8 hours)

##### Introduction:

Background of Industrial Relations – Definition, scope, objectives, factors affecting IR, participants of IR, importance of IR. Approaches to Industrial relations, system of IR in India – Historical perspective & post independence period, Code of Discipline and historical initiatives for harmonious IR, Government policies relating to labor, ILO and its influence on Legal enactments in India.

##### MODULE 2:

(8 Hours)

##### Collective Bargaining & Negotiation:

**Collective Bargaining:** Definition, Meaning, Nature, essential conditions for the success of collective bargaining, functions of collective bargaining, importance of Collective Bargaining, collective bargaining process, prerequisites for collective bargaining, implementation and administration of agreements.

**Negotiations**-Types of Negotiations-Problem solving attitude, Techniques of negotiation, negotiation process, essential skills for negotiation, Workers Participation in Management

##### Module 3:

(8 Hours)

##### Trade Union

**Trade Unions:** Meaning, trade union movement in India, The role of the Trade Unions in Modern Industrial Society of India, functions of trade unions, objectives of important trade unions, The Trade Union Act, 1926, procedure for registration of Trade Union, Grounds for the withdrawal and cancellation of registration, union structure, Rights and responsibilities, Penalties for offences of trade unions, Difference between a registered and a recognised Trade Union, problems of trade unions, future trends of trade union movement in India.

##### Module 4:

(8 Hours)

##### Grievance procedure and Discipline management:

**Grievance** - Meaning and forms, sources of grievance, approaches to grievance machinery, Grievance procedures, model grievance procedure.

**Discipline** - Causes of Indiscipline - Maintenance of discipline. Principles of Natural Justice, Judicial approach to discipline, Domestic enquiries, Disciplinary procedures, approaches to manage discipline in Industry, Principles of Hot stove rule.

**Module 5:**

**(8 Hours)**

**Industrial Conflicts:**

Industrial conflict – perspectives, Nature of conflicts and its manifestations causes and types of Industrial conflicts, prevention of Industrial conflicts, industrial disputes act of 1947, settlement Machinery of Industrial disputes.

Paradigm shift from industrial relations to employee relations – shift in focus, difference, employee relations management at work, culture and employee relations, future of employee relations.

**RECOMMENDED BOOKS:**

1. Employee Relations Management - P N Singh, Singh P. N., Pearson Publications
2. Dynamics of Industrial Relations – Mamoria & Mamoria,
3. Human Resource Management, Principles & Practice – Aquinas, Vikas Publication
4. Personnel Management & Industrial Relations – Nair
5. Essentials of Human Resource Management and Industrial Relations - Subba Rao – 3rd Revised edition
6. Malhotra, O.P. : The Law of Industrial Disputes
7. Arya, V.P. : A Guide to Settlement of Industrial Disputes
8. Aggarwal, Dr. Arjun P. and Larki, H. : Gherao and Industrial Relations, Trade Unionism in the New Society
9. Aggarwal, S.L. : Labour Relations Law in India

**PART B:**

**INDUSTRIAL LEGISLATIONS (16 hours)**

- Factories Act 1948,
- Industrial Employment (Standing orders) Act, 1946
- Employees' State Insurance (ESI) Act, 1948,
- Maternity benefit Act, 1961
- Workmen's compensation Act, 1923
- Payment of Gratuity Act 1972,
- Employees' Provident Fund and Miscellaneous Provisions Act 1952;
- Payment of Bonus Act, 1965.
- Payment of Wages Act, 1936,
- Child Labour (Prohibition & Regulation) Act, 1986

**RECOMMENDED BOOKS:**

1. Labor Laws for Managers, BD Singh, Excel BOOKS
2. Industrial Relations and Labor laws, 5th Edition, SC Srivastava, Vikas Publications
3. Elements of Mercantile Law - N. D Kapoor
4. Labor Industrial Laws – Dr. V. G. Goswami , Eighth Edition
5. P R N Sinha et al Industrial Relations, Trade Unions & Labour Legislation, Pearson Education
6. Bare acts