# DR MANGLA SRIVASTAVA,

**DEPTT OF COMMERCE, JCC, JAMSHEDPUR**

**B.Com (Hons) SEM –V**

# HUMAN RESOURCE MANAGEMENT

**HUMAN RESOURCE PLANNING**

What is HRP? In simple words, HRP is a process of striking balance between human resource required and acquired in an organisation. In other words, HRP is a process by which an organisation determines how it should acquired its desired manpower to achieve the organisational goals.

In the words of Beach “Human resource planning is a process of determining and assuming that the organisation will have an adequate numbers of qualified persons, available at the proper times, performing jobs which meet the needs of enterprise and which provide satisfaction for the individuals involved.”

HRP can now be defined as the comparison of an organisation’s existing labour resources with forecast labour demand, and hence the scheduling of activities for acquiring, training, redeploying ,and possibly discarding labour. It seeks to ensure that an adequate supply of labour is available precisely when required.

# OBJECTIVES OF HRP

The objectives of human resource planning are to:

**Ensure adequate supply of manpower as and when required.**

**Ensure proper use of existing human resources in the organisation.**

**Forecast future requirements of human resources with different levels of skills.**

**Asses, surplus or shortage, if any, of human resources available over a specified period of time.**

**Anticipate the impact of technology on jobs and requirements for human resource.**

**Control the human resources already deployed in the organisation**

**Provide lead time available to select and train human resource over a specified period.**

# NEED FOR HRP

The need for HRP in organisation is realised for the following reasons:

**1.**Despite growing unemployment, there has been shortage of human resources with required skills, qualification and capabilities to carry on works.

**2.** Large number of employees who retire, die, leave organisations or become physically or mentally challenged , need to be replaced by the new employees. HRP ensures smooth supply of workers without interruption.

**3,** HRP is also essential in the face of marked rise in work force turnover which is unavoidable and even beneficial.

**4.** Technological changes and globalisation usher in change in the method of products and distribution of production and services and in management techniques. These changes may also require a change in the skills of employees as well as change in the number of employees required .It is HRP that enables organisations to cope with such changes.

**5.** HRP is also needed in order to meet the needs of expansion and diversification programmes of an organisation.

# IMPORTANCE OF HRP:

HRP is important to organisation because it benefits the organisation in several ways, such as ;

**1.**HRP meets the organisation need for right type of people in right number at right times

**2.** By maintaining a balance between demand for and supply of human resources, human resource planning makes optimum use of human resources, on the one hand, and reduce labour cost substantially, on the other.

**3.** Careful consideration of likely future events, through HRP might lead tothe discovery of better means for managing human resources. Thus foreseeable pitfalls might be avoided.

**4.** Manpower shortfalls and surpluses may be avoided, to a large extent.

**5.** HRP helps the organisation create and develop training and succession planning for employees and managers. Thus it provides enough lead time for internal succession of employees to higher position through promotion.

**6.** It also provides multiple gains to the employees by way of promotions,

**7.** Some of the problems of managing change may be foreseen and their consequences mitigated. Consultation with affected groups and individuals can take place at an early stage in the change process .This may avoid resistance to change.

**8.** HRP compels management to asses critically the strength and weaknesses of its employees and personnel policies on continuous basis and, in turn, take corrective measures to improve the situation.

**9.** Through HRP, duplication of efforts and conflict among efforts can be avoided, on the one hand, and coordination of worker’s efforts can be improved, on the other.

**10.** Last but no means the least, with increase in skill, knowledge, potentialities, productivity and job satisfaction, organisation becomes the main beneficiary. Organisation is benefitted in terms of increase in prosperity/production, growth, development, profit and, thus, an edge over its competitors in the market

**HRP: QUANTITATIVE AND QUALITATIVE** **ASPECTS**

Ideally, HRP should include the use of both qualitative (the knowledge, skills and experience required for a job incumbent) and quantitative (the specific number of people required for job vacancies) approaches. In combination, the two approaches serve to complement each other, thus providing a more complete forecast by bringing together the contributions of both theoreticians and practitioners. Keeping the above background factors in mind, HR professionals generally carry out a workforce and workload analysis in order to estimate the demand for manpower---followed by job analysis which, in any case, would help in assessing the skill requirements in relation to a specific accounting period..

**.**