

A Study on Human Resource Policies and Implementation at Sivalayam Printing and Packaging Private Limited

R RAJALAKSHMI

MBA-2nd year

MANAKULA VINAYAGAR INSTITUTE OF TECHNOLOGY PUDUCHERRY- 605 107

rajirameshrv@gmail.com

Mr. D. JAYANTHAN B.Com, MBA

Assistant professor

DEPARTMENT OF MANAGEMENT STUDIES MANAKULA VINAYAGAR INSTITUTE OF TECHNOLOGY
PUDUCHERRY- 605 107

ABSTRACT:

This study focuses on the HR policies and their implementation at Sivalayam Printing and Packaging (SPP), a leading provider of printing and packaging services. The research investigates employee awareness, satisfaction, and the effectiveness of existing HR policies while identifying areas for improvement. Employing descriptive research methodology, data was gathered through surveys and interviews involving 101 employees. The analysis reveals strengths in policy enforcement and a positive impact on employee work-life balance, but also highlights gaps in communication, satisfaction, and policy updates. Statistical tools like Chi square and Anova validate correlations and differences among demographic variables and HR effectiveness. Recommendations include periodic policy reviews, enhanced training, better communication strategies, and fostering employee involvement in policymaking. The findings aim to assist SPP in aligning HR practices with organizational goals and employee well-being, thereby promoting a productive and supportive workplace environment .

INTRODUCTION:

Human Resource (HR) policies refer to a set of guiding principles and rules that shape the relationship between an organization and its employees. These policies offer a framework for managing various aspects of employment within the company. They are crucial for maintaining fairness, consistency, and transparency in all employee-related decisions and actions.

Every organization requires structured HR policies to align employee management with the organization's objectives. These policies not only support effective HR practices but also serve as a benchmark for evaluating the success of different HR programs. In essence, HR policies act as standardized guidelines that

ensure both managers and employees understand their roles, responsibilities, and expected behaviors within the workplace.

While HR policies define the general direction and intent, procedures provide the step-by-step methods to implement them. Much like how a shadow outlines the form of a person, procedures give structure and clarity to HR policies, making them actionable and effective.

REVIEW OF LITERATURE:

Mechanism for the Formation and Implementation of HR Policy: The Globa Experience Ostap-stepa Bachynskyi

Futurity of social science 2 (2), 62-78,2024

The formation of modern international HR policy practices faces a number of challenges caused by digitalisation and globalisation processes at the global level. The purpose of the proposed article is to study the mechanisms of creation and implementation of HR policy at the international level, to identify the experiences that can improve HR policy at the public and private levels in Ukraine. to achieve this goal, several scientific methods were used, primarily to study the scientific literature on the issue. This includes the use of content analysis, comparison, and systematisation methods, which allowed not only to summarise existing practices, but also to formulate certain recommendations for implementation in Ukrainian realities. The results show that modern HR policies, despite the impact of digitalisation and globalisation, retain some regional peculiarities.

International Journal of Management Reviews 22 (2), 150-176, 2020

The authors highlight ongoing ambiguity in understanding the concept of HRM (Human Resource Management) implementation, despite its growing importance in explaining how HRM influences organizational performance. To address this, the study draws insights from three well-established areas outside HRM—namely strategy, innovation, and change management—which have explored implementation in depth.

The research defines HRM implementation as a dynamic and interactive process involving various stakeholders. This process begins with the adoption of a new HR practice and concludes when that practice becomes a routine part of organizational operations. In contrast, *implementation effectiveness* is defined as the measurable result or outcome of this process.

By providing clearer conceptual definitions, the study strengthens the foundation for future research in this area. It also outlines a research agenda by examining different theoretical and methodological frameworks that have been applied to implementation studies, including those in HRM. Ultimately, the research positions implementation as a critical topic of interest not just within HRM, but across broader fields of management.

Karlshaus.A, 2020:

This paper explores the relevance of part-time leadership as a strategic tool within sustainable Human Resource Management (HRM). The concept is examined through a meta-analysis of existing literature and recent research focused on standard work-time structures in leadership roles.

The study connects part-time leadership with the three core dimensions of the Triple Bottom Line—economic, social, and environmental—and investigates how such leadership models can contribute to achieving Sustainable Development Goals (SDGs), particularly within Western societies.

In addition, the paper identifies key conditions and common obstacles that affect the successful adoption of part-time leadership as a form of Corporate Social Responsibility (CSR). It offers practical recommendations to overcome these challenges, drawing from macro-level (policy), micro-level (organizational), and process-level (implementation) perspectives.

Malathi.T, 2019:

This study focuses on examining the connection between employee motivation, job satisfaction, and their learning behaviors during task performance. Specifically, it investigates these factors among both skilled and unskilled workers in India's automobile sector.

With rapid advancements in technology and the growing impact of globalization, many organizations—particularly in developing nations—struggle to maintain high levels of employee motivation and satisfaction. As a result, understanding these elements is essential for developing effective human resource strategies. The findings aim to assist HR professionals, managers, policymakers, and practitioners in creating solutions that enhance workforce engagement and performance.

OBJECTIVE OF THE STUDY

- To analyze employees' awareness and understanding of HR policies.
- To examine the effectiveness of HR policy implementation, enforcement, and communication, and their impact on employee satisfaction and work-life balance.
- To examine the individuals or roles responsible for policy approval .

RESEARCH METHODOLOGY:

Research methodology refers to the structured process used to address and solve a research problem in a scientific manner. It involves understanding the techniques, tools, and steps followed during the research process, as well as the rationale behind each step. This approach helps ensure that the research is conducted logically and systematically.

While research methods are specific tools and techniques used for data collection and analysis, research methodology encompasses a broader framework that guides the overall research approach. It includes not only

the methods but also the reasoning, design, and strategy behind selecting and applying those methods.

DATA ANALYSIS AND INTERPRETATION

PERCENTAGE ANALYSIS GENDER OF THE RESPONDENTS

PARTICULARS	FREQUENCY	PERCENTAGE
MALE	78	77.22
FEMALE	23	22.77
TOTAL	101	100

AGE OF THE RESPONDENTS

PARTICULARS	FREQUENCY	PERCENTAGE
UPTO-25	19	18.8
26-35	48	47.5
36-45	29	28.7
ABOVE-45	5	4.95
TOTAL	101	100

AWARENESS OF THE RESPONDENTS

PARTICULARS	FREQUENCY	PERCENTAGE
YES	84	83.16
NO	17	16.84
TOTAL	101	100

INDINGS

- ♦ From the above table it is shows that 77.22% of the respondents belong to the male category, 22.77% belongs to female category.
- ♦ From the above table it shows that 47.5% of the respondents belongs to the age 26-35 group, 4.95% of the respondents belongs to above 45age group .
- ♦ From the table it is inferred that 83.16% of the respondents has awareness and 16.84% has no awareness .

CHI -SQUARE TEST

Application of chi- square:

Analysis of respondents regarding their Age and Qualification .

HYPOTHESIS

NULL HYPOTHESIS(H₀):

There is no significant association between respondents regarding their Age and Qualification .

ALTERNATIVE HYPOTHESIS(H1):

There is significant association between respondents regarding their Age and Company.

age * qualification Count	qualification				Total
	upto school level	iti/diploma	ug	pg	
age upto 25	19	0	0	0	19
26-35	10	33	5	0	48
36-45	0	0	24	5	29
above 45	0	0	0	5	5
Total	29	33	29	10	101

Chi-Square Tests

	Value	df	Asymp. Sig. (2-sided)
Pearson Chi-Square	11.721E2 ^a	9	.000
Likelihood Ratio	159.445	9	.000
Linear-by-Linear Association	79.147	1	.000
N of Valid Cases	101		

a. 7 cells (43.8%) have expected count less than 5. The minimum expected count is .50.

company

CORRELATION

ANALYSING THE RELATIONSHIP BETWEEN COMPANY AND LEAVE POLICIES

Application of correlation:

Analysis of opinion of respondents regarding effective policies and policy impact.

HYPOTHESIS

NULL HYPOTHESIS:

There is no significant relationship between effective policies and policy impact.

ALTERNATIVE HYPOTHESIS:

There is significant relationship between effective policies and policy impact.

Correlations

		leave policies
company	Pearson Correlation	.783**
	Sig. (2-tailed)	.000
	N	101
leave policies	Pearson Correlation	.783**
	Sig. (2-tailed)	.000
	N	101

** . Correlation is significant at the 0.01 level (2-tailed).

ANOVA

ANALYSING THE DIFFERENCE BETWEEN GENDER WITH RESPECT TO WORK LIFE

HYPOTHESIS

Between Groups	6.018	1.504	.000
Within Groups	96	.122	
Total	100		

NULL HYPOTHESIS: (H0)

There is no significant difference between Gender With Respect To Work Life .

ALTERNATE HYPOTHESIS: (H1)

There is a significant difference between the Gender With Respect To Work Life.

ANOVA

gender	Sum of Squares	df	Mean Square	F	Sig.
	11.745	4		12.297	
	17.762				

gender

Duncan		Subset for alpha = 0.05	
work life	N	1	2
not at all	5	1.00	
slightly	20	1.00	
moderately	15	1.00	
very much	14	1.00	
extremely	47		1.49
Sig.		1.000	1.000

Means for groups in homogeneous subsets are displayed.

SUGGESTION

- Providing training for managers and HR staff can ensure consistent enforcement.
- Introducing anonymous feedback mechanisms could foster open and honest communication.
- Offering more training and career development opportunities may enhance employee skills.
- Regularly auditing HR policies can help identify and address gaps effectively.
 - Encouraging managers to take an active role in supporting employees can build trust and efficiency.
- Ensuring employees are aware of emergency leave policies can support their needs better

CONCLUSION

The Analysis highlights significant strengths and areas of improvement in the HR policies and practices at Sivalayam Printing and Packaging. While most employees recognize the importance of these policies and their positive impact, gaps in satisfaction and awareness signal the need for better communication, updates, and enforcement. By addressing these issues and involving employees in the policymaking process, SPP can create a more supportive and productive work environment, aligning with both organizational goals and employee well-being. This will not only enhance employee morale but also improve overall organizational effectiveness

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