

SVKM's NMIMS
School of Distance Learning

Programme: PGDHRM

Academic Year: 2010 – 2011

Subject: HR Audit

Date: 03/07/2011

Semester IV

Course New

Marks 70

Time: 3.00 pm to 6.00 pm

Instructions:

Candidates should read carefully the instructions printed on the question paper and on the cover of the answer book which is provided for their use.

- Q.1. Attempt any two out of four. Explain the following terms. (10 marks)
- Types of HR Audit
 - Elements of HRD culture
 - Performance Ratings
 - Planned change and unplanned change
- Q.2. Write short notes on any two out of five (10 marks)
- Role of change Agents
 - Organizational culture Audit
 - Factors leading to Employee Engagement
 - Systematic Identification of Training Needs
 - Audit of Career Planning and Development
- Q.3. Attempt any three out of five questions given below (30 marks)
- Explain the Auditing of Compensation and Benefits
 - Explain "HR Audit Process" in detail.
 - Define HR Audit and explain why most companies want HR Audit?
 - Discuss Human Resource Demand Analysis and Human Resource Supply Analysis, in detail.
 - Describe the Audit of Performance Planning System and Performance Appraisal.
- Q.4. Case Study – Answer the questions in detail (20 marks)

Kaka Steel Ltd. is a well – known steel Rods/bars and sheets manufacturing company established a decade ago. Kaka steels was an organization initially started as a partnership firm and converted in a "Pvt Ltd" company four years ago. Its promoters used to believe in "Employee loyalty, sincerity and hard – working" for their sustaining in the organization Kaka steels has an HR Dept. headed by Mr. Pandey for the last five years. Kaka steels has around 500 employees on its roles.

Now, the employees, in the key roles, started leaving the company one after the other. The "HR Systems and Practices" of the organization failed to stop them. Of course, market dynamics also played some role in it (employee leaving the organization)

- As an "HR Auditor" (to be appointed) for the organization what would be your proposals (in the context of organizations present HR systems and practices) to revive HR systems and practices of Kaka Steels Ltd.
- What are the Areas/functions of HR (of Kaka steels) which need HR Audit and your Action plan for that?