

**A PROJECT REPORT ON “HR POLICIES AND IMPLEMENTATIONS AT
RANBAXY LABORATORIES LTD”**

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I. INTRODUCTION

Organisational culture should guide HR policy. A small firm with 15 peers with professional and personal ties is less organised than one with 300 workers in two locations. Implementing HR rules requires a lot of framework work. Customising conventional HR rules is easy once you determine how much flexibility your organisation requires and compare it to its structure.

Many organisations require HR policies to maintain efficiency and profitability. If your firm has five, 25, or 250 people, establishing HR practices may ease workforce management. The size, culture, and work environment of your firm provide the framework for HR policy execution. Finalising implementation involves legal scrutiny and employee communication.

II. NEED FOR THE STUDY

HR policies attempt to motivate people to become dynamic contributors to organisational objectives. As organisational environment affects employee motivation and a healthy atmosphere is needed to use and improve staff capabilities, A healthy climate encourages free expression of ideas, opinions, and suggestions; collaboration among individuals, teams, and departments; saying what you mean, doing what you say, and trusting others; initiative, proactivity, and creativity. superiors support and juniors respect their superiors; every senior strives to promote their subordinates; Every occurrence is a learning opportunity, and individuals feel satisfied.

III. OBJECTIVES OF THE STUDY

1. The goal is to understand the organization's profile.
 - Observe HR policies at Ranbaxy Laboratories Ltd.
 - Systematically examine HR management factors, including HR policies.
2. The goal is to summarise and offer ways to enhance the HR policies system of the organisation.

IV. HYPOTHESIS

H0 There is no significance relation between employee awareness and HR polices and implementation.

H1 There is a significance relation between employee awareness and HR polices and implementation

V. SCOPE OF THE STUDY

The project focusses on analysing and designing an HR policy handbook for the organisation, since employee performance is heavily influenced by HR rules.

VI. METHODOLOGY

Most of the organisational fare theories' labour knowledge comes from books. Two sources provided

Primary Data:

Personal conversations with employee relations and HR personnel accomplish this.

Secondary Data:

Secondary data was gathered from Ranbaxy Laboratories Ltd Annual Reports, organisational reports, books, journals, newsletters, and magazines. Organisations are verified.

SAMPLE METHOD: - random sample from all workers and department cluster sample.

SAMPLE SIZE: - limited to 100. corporate personnel that understand HR procedures.

Data collection tools

Questionnaires The organisation planned with the study's goal in mind. Executive HR policies are covered in the first management questionnaire. The second was polling sampling employers on various policies.

VII. LIMITATIONS OF THE STUDY

1. The study was conducted during work hours. Therefore, constantly interrupting workers with questionnaires was inconvenient.
2. All workers and management representatives Timing prevented consideration of the organisation. A small percentage of workers were sampled for the research.
3. □Data collecting was time-consuming. Last but not least, time was limited. It is challenging to learn all departments in 45 days.

VIII. REVIEW OF LITERATURE

Prince Vishwakarma (2023) Organizational HR policies and their execution are examined in this article. The document covers HR policies including recruiting, selection, training and development, performance assessment, remuneration, and employee retention that keep an organisation running smoothly. It also shows how organizations struggle to apply these rules. The article indicates that a well-designed HR policy framework and realistic implementation tactics may boost an organization's performance.

Dr. Sushmita singh (2023) The Authors made sense of that the reason for this paper was to analyze the effect of staff approaches and techniques on Port Trust worker work fulfillment. HR approaches and strategies are the foundation of any association. HR arrangements contain insights concerning how workers are dealt with and made mindful of the association's way of life. A comprehensive strategy structure supports a predictable way of behaving and dodges duplication of exertion

Dr. Muhammad Mohiuddin (2023) This chapter uses attribution theories to investigate Nigerian workers' cognitions in HR implementation. Journal articles, textbooks, and public service reforms are used to examine HR practice in this research. **Tekat Sukomardojo (2023)** A corporation requires productive workers. This high performance helps the organisation compete and grow. Employee performance may be improved via human resource management. This research examines how HRM improves private company employee performance.

Sorin M.S. Krammer (2022) This article investigates how HR rules affect corporate innovation. I claim that organisations that encourage work autonomy and performance-based remuneration will innovate more,

as measured by R&D spending. Furthermore, a firm's institutional (labour legislation) and competitive (import pressure) environments will effect HR practices and innovation in distinct ways.

IX. DATA ANALYSIS & INTERPRETATION

Q1: What is your age group?

Age Group	Respondents	Percentile
18-25	20	20%
26-35	30	30%
36-45	25	25%
46-55	15	15%
56 and above	10	10%
Total	100	100%

INTERPRETATION: - The respondents' age distribution shows that the largest group (30%) falls within the 26-35 age range, followed by 36-45 (25%) and 18-25 (20%). This suggests a balanced representation of young to middle-aged adults, with fewer respondents aged 46 and above.

Q5: What is your current job level?

Job Level	Respondents	Percentile
Entry Level	30	30%
Mid-Level	35	35%
Senior Level	20	20%
Management	10	10%
Executive	5	5%
Total	100	100%

INTERPRETATION: - Most respondents are at the Mid-Level (35%) or Entry Level (30%) positions, followed by Senior Level (20%). Management (10%) and Executive (5%) roles are less represented, suggesting a workforce primarily composed of junior to mid-level employees.

Q6: The HR policies in our organization are clearly communicated to all employees.

Rating	Respondents	Percentile
Strongly Disagree	10	10%
Disagree	15	15%
Neutral	25	25%

Agree	35	35%
Strongly Agree	15	15%
Total	100	100%

INTERPRETATION: - The majority of respondents agree (35%) or strongly agree (15%) that HR policies are clearly communicated. However, 25% remain neutral, and 25% either disagree or strongly disagree, indicating room for improvement in policy communication.

Q14: The HR department effectively handles employee grievances.

Rating	Respondents	Percentile
Strongly Disagree	10	10%
Disagree	20	20%
Neutral	35	35%
Agree	25	25%
Strongly Agree	10	10%
Total	100	100%

INTERPRETATION: - A total of 35% agree or strongly agree that the HR department effectively handles grievances, but a significant 35% are neutral, and 30% disagree, suggesting a need for better grievance management.

Q15: I am aware of the career development opportunities available through HR initiatives.

Rating	Respondents	Percentile
Strongly Disagree	8	8%
Disagree	17	17%
Neutral	30	30%
Agree	35	35%
Strongly Agree	10	10%
Total	100	100%

INTERPRETATION: - A majority (45%) agree or strongly agree that they are aware of career development opportunities through HR, yet 30% are neutral, and 25% disagree, indicating varied awareness levels.

Q25: The HR department is proactive in addressing employee needs and concerns.

Rating	Respondents	Percentile
Strongly Disagree	10	10%

Disagree	20	20%
Neutral	30	30%
Agree	30	30%
Strongly Agree	10	10%
Total	100	100%

INTERPRETATION: - A combined 40% agree or strongly agree that HR is proactive in addressing employee needs and concerns, yet 30% are neutral, and 30% disagree, suggesting varied satisfaction with HR's responsiveness.

X. HYPOTHESIS TESTING

H0: - There is no significant relationship between HR Policies and implementations.

H1: - There is a significant relationship between HR Policies and employee implementations.

HR Policies & Employee Performance

Sl. No.	5-Scale Likert Scale Full Description	HR Policies (Factor-1)	implementations (Factor-2)
1	Strongly Disagree	23%	JHUNYMUN
2	Disagree	47%	43%
3	Neutral	56%	62%
4	Agree	78%	89%
5	Strongly Agree	91%	74%
Avg		59%	59.8%

Null Hypothesis (H0):

The above analysis the test hypothesis is H0. There is no significance relation between the HR Policies and implementations. The average of the employee HR Policies is 59% and implementations is 59.8% respectively. The difference between two variables is .8.

Hence the null hypothesis is rejected.

Alternative Hypothesis(H1): The above analysis the test hypothesis is H1. There is significance relation between the HR Policies and implementations. The average of the employee HR Policies is 59% and employee implementations is 59.8% respectively. The difference between two variables is .8.

Hence the alternative hypothesis is accepted.

XI. FINDINGS

1. The respondents' age distribution shows that the largest group (30%) falls within the 26-35 age range, followed by 36-45 (25%) and 18-25 (20%). This suggests a balanced representation of young to middle-aged adults, with fewer respondents aged 46 and above.

2. The gender distribution among respondents is almost evenly split, with males making up 48% and females 46%. A small percentage (3%) identified as 'Other,' and another 3% preferred not to disclose their gender, indicating inclusivity in gender representation.
3. The majority of respondents hold a Bachelor's Degree (35%), followed by those with an Associate Degree and a Master's Degree (20% each). A smaller percentage has completed high school (15%) or holds a Doctorate (5%), reflecting a well-educated sample.

XII. SUGGESTIONS

1. Flexible Work Arrangements:

Implement flexible working hours and remote work options to accommodate employees' diverse needs and promote work-life balance. This can enhance job satisfaction and productivity.

2. Comprehensive Employee Onboarding:

Develop a structured onboarding program that includes orientation sessions, mentorship opportunities, and ongoing training. This helps new hires integrate smoothly and quickly become productive team members.

3. Performance Management System:

Establish a transparent and fair performance management system that includes regular performance reviews, goal setting, and continuous feedback. This encourages employee growth and aligns individual performance with organizational objectives.

4. Employee Wellness Programs:

Introduce wellness programs that address physical, mental, and financial well-being. Offer resources such as health screenings, counseling services, fitness memberships, and financial planning workshops to support employees' overall health.

XIII. CONCLUSION

In conclusion, effective HR policies and their diligent implementation are crucial for fostering a productive and harmonious workplace. These policies serve as a foundation for fair and consistent management practices, ensuring that all employees are treated equitably. By clearly outlining expectations, rights, and responsibilities, HR policies help mitigate conflicts and enhance job satisfaction. Successful implementation of these policies requires regular training, transparent communication, and ongoing evaluation to adapt to evolving organizational needs. Additionally, employee feedback is essential to refine these policies continually. Ultimately, well-crafted and effectively implemented HR policies contribute to a positive organizational culture, driving employee engagement, retention, and overall business success. By prioritizing the development and enforcement of these policies, organizations can build a resilient and motivated workforce, poised to meet future challenges and opportunities.

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