

Programme on

# Human Resource Management for Line Managers

February 9-13, 2009



## Context

Human Resource Management function, *per se*, is largely performed by line functionaries, as they interface with the people on continuous basis to accomplish the task and make the organisation effective. The competition in the business environment has intensified the need for innovation in Human Resource Management to enhance HR's contribution to organizational performance. There has been growing realization among enterprises that the alignment of Human Resource Management is a prerequisite to complete internal alignment processes and make the organisation to effectively respond to the ever-changing business environment. In this context, it is extremely important that the Line Managers and HR professionals develop a common perspective of Human Resource Management function. Accordingly, the **Programme on Human Resource Management for Line Managers** is aimed at aligning Human Resource Management function at the shop-floor as well as at the organisation level.

## Objectives

The Programme objectives are as follows:

- ❖ Develop better understanding and diagnosis of the problems associated with the people management in organizations aiming at aligning Human Resource Management function with Corporate Direction.
- ❖ Provide an opportunity to study various dimensions of Human Resource Management, including Human Resource Development, Performance Management, Leveraging Human Potential, Employee Relations, etc. in the light of changing Business Environment.

- ❖ Exchange information, based on the experience to reinforce the learning process on practices and strategies in managing Human Resources.

## Contents

The Programme on Human Resource Management for Line Managers will deal with various aspects of Human Resource Management. The contents of the Programme include:

- ❖ Aligning HR Processes with the Corporate Strategies.
- ❖ Strategic Human Resource Management
- ❖ Performance Management
- ❖ Competency Management
- ❖ Leveraging Human Potential
- ❖ Managing Differences
- ❖ Employee Communication
- ❖ Building Competitive Capability on Industrial Relations
- ❖ Management of Change
- ❖ Managing Labour Redundancies
- ❖ Cases in Human Resource Management
- ❖ Strategic Action-Plan

## Methodology

The subjects in the Programme will be dealt with by an appropriate mix of group discussions, case studies, exercises and lectures. The sessions will be dealt with by internal faculty as well as a few special guest faculty. In addition to the basic concepts of Human Resource Management, participants will work in

small groups and go through the process of developing strategic action plans to improve Human Resource Management.

## *Eligibility*

Senior and middle level executives connected with the responsibility of Managing Human Resources including those dealing with HRD, Performance Appraisal, Manpower Planning, Employee Relations, etc.

*Organisational Sponsorship is Essential.*

## *Venue*

The Programme is fully residential and the participants will be accommodated in single air-conditioned rooms in the Bella Vista or the College Park Campus of the College at Hyderabad. The College does not provide accommodation for the family. Transport between Airport/ Railway Station and Campus will be arranged by the College.

## *Duration*

The Programme duration is from **Monday, February 9 to Friday, February 13, 2009**. The participants are expected to arrive a day before the commencement and may leave after the conclusion of the programme.

## *Fee and Nomination*

**Rs. 29,000/-** (US \$ 950 if foreign) plus Service Tax @12.36% per participant will be charged to cover tuition, board and

lodging, courseware and other facilities of the College including Internet usage. Local participants not availing hostel accommodation will be given a discount of Rs.500/- per day for the duration of the programme. The nomination form duly filled in along with the Demand Draft made out in favour of "**Administrative Staff College of India**" payable at Hyderabad should reach the **Programmes Officer** by **January 27, 2009**. A concession of ten per cent is given to the second nominee and onwards. A Further concession of ten per cent is given to women participants.

**Since the College enjoys exemption from income tax, please do not deduct tax from the fee.**

## *Last Date for Withdrawal*

**February 2, 2009**. Withdrawal after this date will entail forfeiture of fee paid.

## *ASCI Alumni Association*

Participants of College Programmes will automatically become members of ASCI Alumni Association.

## *Certificate of Participation*

The College issues a Certificate of Participation on conclusion of the Programme.

*Programme Director :*

**Prof. UMESHWAR PANDEY**

[pandey@asci.org.in](mailto:pandey@asci.org.in)

# ASCI Management Development Programmes

## GENERAL MANAGEMENT

MDP for Women Executives	05-Jan-09	09-Jan-09
GMP for Senior Executives - Session – 112	12-Jan-09	06-Feb-09

## ECONOMICS

Economic Analysis for Business Decisions	15-Dec-08	17-Dec-08
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## ENVIRONMENT

Climate Change and CDM	16-Feb-09	18-Feb-09
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## FINANCE

Managing Costs to Enhance Profitability	22-Dec-08	24-Dec-08
Strategic Financial Management	26-Jan-09	28-Jan-09
Finance for Non-Finance Executives	09-Feb-09	13-Feb-09

## HUMAN RESOURCE

Transactional Analysis for Interpersonal Effectiveness	15-Dec-08	17-Dec-08
Improving Work Culture	15-Dec-08	17-Dec-08
Leadership & Organization Development	05-Jan-09	09-Jan-09
Strategic Human Resource Management	19-Jan-09	23-Jan-09
Team Building and Conflict Management	02-Feb-09	06-Feb-09
Building Learning Organisation	09-Feb-09	11-Feb-09
Personal Growth for Effective Leadership	09-Feb-09	13-Feb-09
Enhancing Managerial Effectiveness	16-Feb-09	20-Feb-09
Communication Skills for Managers	23-Feb-09	27-Feb-09
Decision Making for Effective Leadership	09-Mar-09	13-Mar-09
Effective Trade Union Management	23-Mar-09	27-Mar-09

## HEALTH STUDIES

Health Insurance for CEOs and CAOs of TPAs	16-Mar-09	17-Mar-09
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## INFRASTRUCTURE

Public Private Partnership	02-Mar-09	06-Mar-09
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## INFORMATION TECHNOLOGY

Business Intelligence with Data Warehousing and Data Mining	15-Dec-08	17-Dec-08
Management of IT	02-Feb-09	04-Feb-09
IT Enabled Knowledge Management	23-Feb-09	25-Feb-09

## INNOVATION & TECHNOLOGY

Business Analytics	26-Feb-09	28-Feb-09
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## MARKETING

Customer Relationship Marketing	08-Dec-08	10-Dec-08
Sales Management	05-Jan-09	09-Jan-09

## OPERATIONS

Total Productive Maintenance	19-Jan-09	21-Jan-09
Procurement Procedures for World Bank Aided Projects	09-Feb-09	20-Feb-09
Lean Manufacturing	23-Feb-09	25-Feb-09

## STRATEGIC MANAGEMENT

Strategic Management	23-Feb-09	25-Feb-09
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## URBAN GOVERNANCE

Strengthening Urban Management in India	19-Jan-09	23-Jan-09
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For further details, please contact :

**Programmes Officer**



**ADMINISTRATIVE STAFF COLLEGE OF INDIA**

Bella Vista, Raj Bhavan Road, Khairatabad,  
Hyderabad - 500 082, India.

**Telefax (Programmes Office) : 0091-40-23324365**

Phone : 0091-40-66534247, Cable : BELLAVISTA

Fax : 0091-40-23312954 / 66534356

Please visit us at :

**Website : <http://www.asci.org.in>**