

2010 MAY

Human Resource Management

06

THURSDAY

(DAY 126-239) WEEK 19

Human Resource Audit

Meaning -

The human resources (HR) audit is a process of examining policies, procedures, documentation, systems, and practices with respect to an organisation's HR functions.

The purpose of the audit is to reveal the strengths and weakness in the organisation's human resources system and any issue needing resolution.

The audit works best when the focus is on analyzing and improving the HR function in the organisation.

A human resource audit evaluates the personnel activities used in an organization. The audit may include one division or entire company. It gives feed back on three important areas.

- HR Policies and practices
- HR professionals / specialists
- HR department.

APRIL	2010			
MONDAY	31	5	12	19 26
TUESDAY		6	13	20 27
WEDNESDAY		7	14	21 28
THURSDAY	1	8	15	22 29
FRIDAY	2	9	16	23 30
SATURDAY	3	10	17	24
SUNDAY	4	11	18	25

In short, the audit is an overall quality control check on human resource activities in a division or company and how these activities support the organizations strategy.

Definition of HR Audit -

Human resource audit means the systematic verification of job analysis and design, recruitment and selection, orientation and placement, training and development, performance appraisal and job evaluation, employees and executive remuneration, motivation & morale, participative management, communication, welfare and social security, safety and health, industrial relation, trade unionism and dispute and their resolution.

The American Accounting Association's Committee on HR Audit (1973) has defined as the process of identifying and measuring data about human resources and communicating this information to interested parties.

J. A. Sharad

JUNE	2010
MONDAY	31 7 14 21 28
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SATURDAY	5 12 19 26
SUNDAY	6 13 20 27