



# Questions and Answers On Human Resource Planning

By,  
Prof. Sakshi Shivhare

# What is Human Resource planning?

**Introduction:** The Human Resource Planning is of paramount important for the success of an enterprise. It is the real assets of an organization which help to achieving its Goal, objective and mission.

Therefore necessary to managed Effectively by employing the techniques of planning, organising, directing, motivating, communicating, co-ordinating, controlling the manpower

# Explain the Characteristics of Manpower planning?

1. Futuristic
2. Clear objectives
3. Succeeded by manpower Forecasting
4. An on-going Process
5. Equilibrating Demand and Supply of manpower
6. An Integral Part of corporate planning
7. Cost Benefit Analysis
8. Rests on Factual Data
9. Manpower Inventory Keeping

# *What are the Objectives of Manpower planning ?*

1. To ensure fuller utilisation of available manpower.
2. To ensure easy availability of different categories of the personnel.
3. To provides an aid in planning of other functional areas like production, marketing and sales, finances etc.
4. To permit optimum staffing conditions to prevail in the organisation.
5. To update the manpower inventory by matching it with the changes in technology and other environmental factors.
6. To ensure high level of labour productivity.
7. To control the wages an salary costs.
8. To ensure career planning of every employee.

# NEED FOR HUMAN RESOURCE PLANNING

1. Meeting the Manpower needs of industry and business.
2. Accelerating the tempo of economic growth.
3. Adaptability to change.
4. Fast-growing Organizations.
5. Changing profile of Workforce.
6. Changes in government policies and Legislation.
7. Influence of pressure groups.
8. Miscellaneous Factors.

# **EXPLAIN THE PROCESS OF MAN POWER PLANNING ?**

1. Analysis of corporate plans,
2. Analysis of current manpower,
3. Manpower forecasting,
4. Considering internal changes in workforce,
5. Workload Analysis,
6. Workforce Analysis,
7. Competence and Skill Analysis,
8. Preparation of Action Plan,
9. Review and monitoring.