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Editor's Desk

As an institution which believes in academic pursuits which have practical implications, B.I.T Durg has always been a forerunner in academic endeavors setting benchmarks in education and industry.

This newsletter aims at empowering professionals everywhere to lead more productive work lives by disseminating knowledge processed here at our campus.

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LEADERSHIP

K K DEKA, Faculty

Leadership is the ability of an individual or a group of individuals to influence and guide followers or other members of an organization.

Leadership involves making sound -- and sometimes difficult -- decisions, creating and articulating a clear vision, establishing achievable goals and providing followers with the knowledge and tools necessary to achieve those goals.

Leaders are found and required in most aspects of society, from business to politics to region to community-based organizations.

An effective leader possess the following characteristics: self-confidence, strong communication and management skills, creative and innovative thinking, perseverance in the face of failure, willingness to take risks, openness to change, and levelheadedness and reactivity in times of crisis.

Multiple definitions of leadership exist, although the different definitions generally converge in the theory that great leaders have the ability to make strategic and visionary decisions and convince others to follow those decisions. The consensus

is leaders create a vision and can successfully get others to work toward achieving that goal. They do this by setting direction and inspiring others to want to succeed in achieving the end result. Moreover, they are capable of getting people excited and motivated to work toward the vision.



CONFLICT MANAGEMENT

Kishore Kumar Deka, Faculty

Conflict management is an umbrella term for the way we identify and handle conflicts fairly and efficiently. The goal is to minimize the potential negative impacts that can arise from disagreements and increase the odds of a positive outcome.

Conflict management refers to the way that you handle disagreements. On any given day, you may have to deal with a dispute between you and another individual, your family members, or fellow employees.



Dr Aparajita Patnaik, Faculty

A grievance is any dissatisfaction or feeling of injustice having connection with one's employment situation which is brought to the attention of management. Speaking broadly, a grievance is any dissatisfaction that adversely affects organizational relations and productivity. To understand what a grievance is, it is necessary to distinguish between

dissatisfaction, complaint, and grievance.

1. Dissatisfaction is anything that disturbs an employee, whether or not the unrest is expressed in words.
2. Complaint is a spoken or written dissatisfaction brought to the attention of the supervisor or the shop steward.
3. Grievance is a complaint that has been formally presented to a management representative or to a union official. According to Michael Jucious, 'grievance is any discontent or dissatisfaction whether expressed or not, whether valid or not, arising out of anything connected with the company which an employee thinks, believes or even feels to be unfair, unjust or inequitable'.

A grievance handling system serves as an outlet for employee frustrations, discontents, and gripes like a pressure release valve on a steam boiler. Employees do not have to keep their frustrations bottled up until eventually discontent causes explosion. The existence of an effective grievance procedure reduces the need of arbitrary action by supervisors because supervisors know that the employees are able to protect such behavior and make protests to be heard by higher management. The very fact that

Although there are many reasons people disagree, many conflicts revolve around:

- Personal values (real or perceived)
- Perceptions
- Conflicting goals
- Power dynamics

Communication style

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Conflict often happens because no one can come up with a workable solution, so resolving the conflict depends on creating a solution.

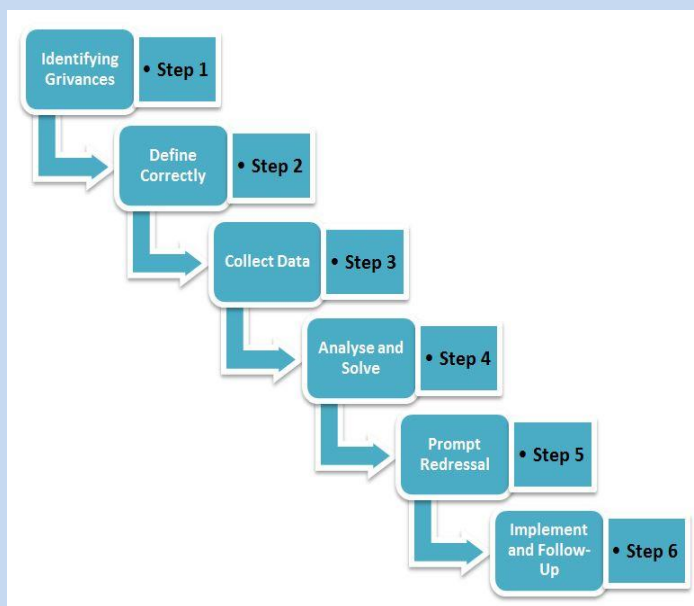
Grievance Handling/ Grievance redressal



employees have a right to be heard and are actually heard helps to improve morale. In view of all these, every organization should have a clear-cut procedure for grievance handling. The grievance procedure is the method by which a grievance is filed and carried through different steps to an ultimate decision.

Objectives of Grievance Handling Procedure: Objectives of the grievance handling procedure are as follows:

1. To enable the employee to air their grievance
2. To clarify the nature of the grievance
3. To investigate the reasons for dissatisfaction
4. To obtain, where possible, a speedy resolution to the problem
5. To take appropriate actions and ensure that promises are kept
6. To inform the employee of their right to take the grievance to the next stage of the procedure, in the event of an unsuccessful resolution



Need of Discipline in an organisation

Dr Sheetal Sharma, Faculty

Discipline is needed in the organization so that the organizational employees can work together in a systematic manner for achieving the goal and objectives of the organization. The opposite of the discipline is anarchy, where the employees do

what they want without concern for the fellow employees. For achieving success, the organization depends on group cooperation, and cooperation cannot be achieved without discipline. Discipline is the structure and order within an individual or within a group which allows for true cooperation, real support of the mission and the members of the team or organization. It implies conforming with the code of conduct established by the organization. Discipline in the organization ensures productivity and efficiency. It encourages harmony and cooperation among employees as well as acts as a morale booster for the employees.

Discipline is a concept which differs according to the issue, employee, and situation. In terms of the definition of discipline, three different definitions are normally prevalent are in focus. The first is the self-healing, modifying, and regulating control mechanism which is known as self-discipline. The second is the motivation and motivation mechanism to control the person within the group, which is known as team discipline. The third is a type of punishment imposed as a result of an undesired act legally and educationally. The formation of disciplinary behaviour involves a complex and time-consuming process. Hence, efforts to develop disciplinary behaviour are necessary to be carried out in a continuous and comprehensive manner.



Discipline is understood differently by different people. Some people see it as a punishment measure which inculcates fear when they get involved in a wrong move while other people can regard it as compliance and regularity with rules and regulations. The concept of discipline in French origin corresponds to the meaning of strictness, path, procedure, method, education, submission, self-regulation, acting in accordance with the laws, rules and society order, bringing up and branch of science. Discipline is the actions which prevent and correct deviations from the organizational rules, regulations, policies, and norms of the employees and the sanctions they face when they act contrary to the organization order.

organization thrives on team work, and without discipline, teams cannot function properly. Discipline

acts as the backbone of the organization structure and maintains order. Organizational discipline, hence, can be explained as system of conducting the organizational proceedings by its employees who abide by the guidelines laid out by the organization. It imbibes a sense of obedience towards the

organization which works instinctively under different circumstances.

Factory act

Shrawan Pandey, Faculty

The Factories Act, 1948, has been promulgated primarily to provide safety measures and to promote the health and welfare of the workers employed in factories. The object thus brings this Act, within the competence of the Central Legislature to enact. State Governments/Union Territory Administrations have been empowered under certain provisions of this Act, to make rules, to give effect to the objects and the scheme of the Act.

Provisions ensuring the safety and health of workers are given under the Factories Act, 1948. These provisions apply to premises where ten or more workers worked in the past twelve months when manufacturing is carried out with aid of power. For example, a car factory may fall under the ambit of this law as a manufacturing process in plants like Maruti Suzuki and Honda involve more than 10 workers working with the aid of power.

The Act is applicable to premises where the manufacturing process is carried out without power when twenty or more workers have worked in the past twelve months. For example, a manual bidi rolling plant with more than twenty workers qualifies for this law to apply.

The State Government appoints inspectors to ensure that the factories regularly comply with safety and health standards as provided by law. If a complaint is filed with the inspector, he/she can look into the affairs of the factory. The inspector mandatorily treats such a complaint as confidential. Upon seeing that an offence is being committed at the factory, he/she can file a complaint at the court, or sanction cognisance of the offence to be taken by the court.



"Nothing we do is more important than hiring and developing people. At the end of the day, you bet on people, not on strategies."

Lawrence Bossidy, Former COO of General Electric