

Kerala PERSONNEL



National Institute of Personnel Management - Kerala Chapter

Vol. XXV, No.02 | JUNE - SEPTEMBER 2018





NIPM
KERALA CHAPTER
www.nipmkerala.org

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Message from
CHAIRMAN

Message

Dear Professional Colleagues,

We have entered into the new year with lot of expectations after the devastating flood and landslides tragically hitting the whole state during the year 2018.

The year ahead is of great importance to us. As you know, we are going to host the Southern Regional Conference along with the Third edition of HR Conclave this year. This brings higher responsibilities on all of us, as we have to conduct the events in a befitting manner keeping our tradition and reputation. I urge all the members to work wholeheartedly for its success. We have already formed various committees for the conduct of the above events. However, the responsibility of conducting the events may not be limited to these committees. All members are requested to extend full support and cooperation for the successful conduct of these events, in the best ways possible.

Last year was one of great fulfillment to us. To mention a specifically, our humble participation in the rehabilitation of the flood affected. I thank one and all for the support extended for our activities last year and hope to receive the same in future also.

K. Lal John
Chairman



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Message from
EDITOR'S DESK

Message

Dear Professional Colleagues,

Warm greetings and best wishes for a Happy and Prosperous Year 2019. Looking back, the year 2018 was eventful for us in many ways with lots of activities, most meaningful being the participation in the rehabilitation of flood affected Kerala.

The year 2019 is of challenges to us. As you are aware, the Kerala Chapter has been chosen for hosting the Southern Regional Conference of NIPM this year. We are planning to hold this with HR conclave 2019 in the month of June 2019. We have a record of conducting events in an unsurpassed way. We should strive to keep that record in the ensuing SRC & HRCon2019 also. For this, whole hearted co-operation is solicited from all the members by way of getting sponsorships for the event, advertisements for the souvenir and deputing maximum number of delegates for the conference.

Thanks to all for the kind words of appreciation to the last issue of "Kerala Personnel". Hope to receive feedbacks and suggestions on the forthcoming issues also.

With regards,

Ravidev N.V



SRC 2019 / HRCon 2019

NIPM Kerala Chapter is proudly announcing that we will be hosting the “Southern Regional Conference 2019 (SRC2019)” along with the 3rd Edition of “HR Conclave (HRCon2019)” in the month of June 2019 at Kochi.

Members are requested to extend whole hearted support for the success of these mega events.

Knowledge Sharing Sessions

03-10-2018 – A Knowledge Sharing Session was organized by Infopark Group at NASSCOM Kochi Office on “Kickstarting HR Analytics” at Infopark. The Resource Person was Dr. Manoj Varghese, Former Dean of Academics, XIME Kochi, Former HR Director, JAPAC, Google & Former Director of User Operations, Facebook.



30-10-2018 – A Knowledge Sharing Session was organized at Malayala Manorama, Kottayam by NIPM Kottayam Group on the topic “Attrition and Retention, the Role of HR Verticals” The Resource Person was Major General (Rtd.) Jacob Tharakan.



Knowledge Sharing Sessions

31-10-2018 - A knowledge Sharing/ Interactive session was organized at Hotel PGS Vedanta at 6.30 pm on 31st Oct. on the topic “Changing Face of Human Resource Management”. The Resource Person was Dr. V.A. Joseph, former MD & CEO, South Indian Bank and presently Director-Relations, Rajagiri Hospital.



Knowledge Sharing Sessions

03-11-2018 – (Trissur Group) Knowledge Sharing Session "Responsible Business Conduct in Supply Chain Intermediaries" by Mr. A. S. Girish, Fellow NIPM & Advisor (HR), Apollo Tyres Ltd. India organized by NIPM Kerala Chapter-Trissur Group at Apollo Tyres Ltd. Conference Hall, Perambra



07-11-2018 (Kerala Chapter) Knowledge Sharing Session "Responsible Business Conduct in Supply Chain Intermediaries" by Mr. A.S. Girish, Fellow NIPM & advisor (HR) Apollo Tyres Ltd., India at NIPM House, Kochi



Knowledge Sharing Sessions

08-11-2018 – (Infopark Group) Panel Discussion Session organized by NIPM Kerala Chapter-Infopark Group at World Trade Centre, Infopark, Kochi. The Panel Members were Ms. Sabeena Shaji, Dy. Vice President (HR), The Federal Bank Ltd., Mr. Shilen Sagunan, CEO, SS Consulting, Mr. Mitesh Lashkari, HY Systems, UST Global and moderated by Mr. Anish Aravind, Hon. Secretary, NIPM Kerala Chapter.



26-11-2018 – (Kerala Chapter) Knowledge Sharing Session by Mr. Jayasankar S.S. Founder, Team Oorjia on the topic "Exploring Corporate's Role in Empowering differently Abled Community" at NIPM House, Kochi.



Knowledge Sharing Sessions

15-12-2018: An Interactive Session was organized by NIPM Kerala Chapter – Alappuzha Group at GRK Hall, Alappuzha with Mr. Mohammed Ziyad, deputy Labour Commissioner to provide information on Labour Laws special reference to latest amendments and Government Notifications.



18-12-2018: An Interactive Session was organized jointly by Rajagiri Centre for Business Studies and NIPM Kerala Chapter on the Topic “Building HR Capability for the New Workplace” at RCBS Conference Hall, Kakkanad, Kochi. The Resource Person Was Mr. S.Y. Siddiqui, Executive Advisor of Maruti Suzuki India Ltd.



Knowledge Sharing Sessions

22-11-2018 – (Infopark Group) A two Hour Workshop on Sexual Harassment and Consent was organized by NIPM Kerala chapter-Infopark Group in association with NASSCOM HR Forum. The Resource Person was Ms. Monolita Chatterjee, Founding Member and First Principal Coordinator of Raising Our Voices Foundation

20-12-2018: A Knowledge Sharing Session was organized at NIPM House, Kochi on the topic “Gamification for Employee Engagement”. The Resource Person was Dr. Manu Melvin Joy, Asst. Professor, School of Management Studies, Cochin University of Science and Technology





T. I. BABU

NEW AMENDMENTS/INITIATIVES

I. AMENDMENT OF KERALA SHOPS AND COMMERCIAL ESTABLISHMENTS ACT 1960 (BY ORDINANCE IN GAZETTE ON 4TH OCTOBER 2018)

The Principal Act provides for registration of establishment, duties of employer, payment of wages, hours of work, leave, holiday, overtime, interval for rest, ventilation, cleanliness etc. The new amendments are as follows.

- a. Definition of Employee (Section 2)
Means a person wholly or principally employed in the establishment and includes an apprentice or any class of persons the Government may by notification declare.
- b. Permit night shift for women (Section 20)
Presently law prohibits employment of women between 7pm to 6am and the 7pm in section 20 has been substituted as 9pm and proviso has been added which permits employment of women during 9pm to 6am after obtaining consent of women employee and with following conditions.
 - i. In group consisting of at least five employees, and having a minimum of two women employees.
 - ii. Adequate protection of dignity, honour and from sexual harassment.
 - iii. Facility for transportation to the door step of their residence.
- c. Seating arrangement to employees
Section 21B has been introduced to make it mandatory to provide arrangements for sitting during the course of their work.
- d. Fine/Penalty
Violation of section 21B or any other section attract penalty and fine (fine amount increased from Rs. 5,000/- to one lakh and from Rs. 10,000/- for second or subsequent offence to Rs. 2 lakhs.)
- e. Grant of weekly Holiday (Section 11)
Every person employed is entitled for a paid Holiday in a week.
- f. Amendment of Section 30
The registers and records be maintained electronically and hard copy submitted to the Inspector at the time of

inspection.

II. MINISTRY OF WOMEN AND CHILD DEVELOPMENT ISSUES GUIDELINES FOR SETTING UP OF CRÈCHE FACILITIES

The Maternity Benefit Act 1961 was amended in 2017 making mandatory for establishments employing 50 or more employees to set up a Crèche.

- a) Karnataka Govt. in July 2018 issued Amendment rules regarding administration of crèche, followed by Haryana Govt. in August 2018.
- b) The Govt. of India Ministry of Women and Child Development has now issued National Minimum Guidelines for setting up and running Crèches under Maternity Benefit Act vide OM dated 02 November 2018.

Salient Features of the Guidelines are as follows

Applicability

There should be one crèche for every 30 children and age group of children is six months to six years of all categories of employees.

Location

At work place or within 500 meters from premises of the establishment.

Number of workers

Appoint one crèche personnel along with one helper for every 10 children under the age group below 3 years and for every 20 children under the age group of 3 to 6 years.

Appoint a crèche in charge if number of children in crèche is more than 5.

Crèche timings

Streamline crèche timings keeping in view of the parents working hours.

CONSTITUTION OF COMPLAINTS COMMITTEE

Guidelines provide a model child protection policy to prevent child abuse in any form at workplace. Such policy envisage constitution of a complaints committee to receive complaints, conduct formal enquiries and recommend appropriate action for redressal and punishment.

Norms and standards prescribed for various items like,

- a. Crèche equipment/material (recurring and non recurring) ie., furniture, eatables, stationery etc:
- b. Nutrition/health practices
provide sample immunization schedule
calorie requirement chart

sample meal chart and activities for holistic development of child

Selection of Workers

Preferred age of crèche staff, between 20 to 40 years and shall undergo adequate training.

Constitution of Crèche Monitoring Committee

Consists of parents, Crèche worker, Crèche Supervisor and HR/ Administrative Officer

Views/Comments/Suggestions

- a. The guidelines issued by Central Govt. is silent on aspect of outsourcing the Crèche facilities and Cost Sharing between the parties. Since these are guidelines, there is no legal sanction, and no prosecution can be initiated or launched, by the concerned authorities.
- b. But it is presumed that, the State Government while framing the Rules may take these guidelines for incorporation and implementation. But it may noted that, the State Government has already framed Rules for setting up a Crèche in Factories (Rules 99 to 102 under Kerala Factories Rules 1957). The New guidelines of Central Govt. and Kerala Factories Rules on setting up a Crèche are not one and the same and are on variance on many aspects. It is relevant to note that, in most of the factories, Maternity Benefit Act is applicable in respect of workers who have crossed monthly wage limit for coverage under ESI. The State Government while framing Rules under Maternity Benefit Act in respect of a Crèche, may note the variance in the guidelines promulgated by Central Govt., and Kerala Factories Rules (regarding Crèche) and incorporate suitable provisions, to avoid contradiction/ difficulties in implementation of the two rules in Factories of Kerala. The Management of Factories cannot be compelled to set up two Crèches under the two enactments referred above.

Executive Committee Meetings

Date	Venue
31st October 2018	Hotel PGS Vedanta, Kochi
26th November 2018	NIPM House, Kochi
20th December 2018	NIPM House, Kochi

NIPM Kerala Flood Rehabilitation Program

15-11-2018 – NIPM Kerala Flood Rehabilitation Program - Handing over of 20 Rebuilt Cottage Handlooms which were damaged during Kerala Floods in Aug. 2018. These Looms were handed over by Mr. K. Lal John, Chairman, NIPM Kerala Chapter during a function held at Chendamangalam Karimpadam Co-operative Weaver's Society, Paravur at 2.00 pm in the presence of the Society President, Chendamangalam Grama Panchayat President, and members of NIPM.



15-11-2018 – NIPM Kerala Flood Rehabilitation Program Handing over of New Computers to 12 Libraries under Paravur Taluk Library Council which were damaged during the Kerala Floods in August 2018. These Computers were handed over to the 12 Library authorities by Mr. K. Lal John, Chairman, NIPM Kerala Chapter during a function held at Paravur Municipal Library Hall at 4.00 pm in the presence of President, District Library Council, President & Secretary of Paravur Taluk Library Council and members of NIPM.



Inauguration of Student Chapter

12-10-2018 – A Student Chapter was formed at Saintgits Institute of Management, Kottayam and the same was inaugurated on 12th Oct. 18 by Sri K. Lal John, Chairman, Kerala Chapter. The NIPM Officials participated in the Interaction with the Students of the College are –

- a) Dr. K. Anilkumar, Vice Chairman
- b) Dr. A.J. Augustine, Hon. Addl. Secretary
- c) Mr. Anand A.S., Executive Committee Member



Publication

NIPM Kerala Chapter released its Executive Committee Directory 2018-2020 during the Executive committee Meeting held on 31st October 2018. The same was released by Mr. P. Premchand, Fellow NIPM by handing over copy of the same to the Chairman Mr. K. Lal John and other Office Bearers. Copies of the same were handed over to other EC Members present in the meeting.



APPEAL



Kerala Chapter is happy to inform that we have recently renovated the existing A/c Conference Hall at NIPM House, Mather Square, Kochi with all State of the Art facilities having capacity of 40 pax. We also have another A/c Conference Hall at NIPM Annexe at Mather Square also having seating capacity of 60 pax.

These Conference Halls are available on nominal Rent. Members are requested to make use of these Conference Halls for their organizations meetings / discussions / trainings etc.

For details please contact NIPM Office on 0484-2393489, 4050310, 9846807946 or kc@nipmkerala.org