

**Veer Narmad South Gujarat University**  
**Bachelor of Business Administration**  
**Year – III (Semester – VI) (W.E.F. A.Y.2021-22)**

**Subject Name: Performance and Compensation Management**  
**(HRM Elective Group)**  
**Subject Code: HSE-3 603**

**Objectives:**

To provide in depth knowledge about Compensation and Performance management. The course will help the students to understand various technicalities regarding compensation and its legislation.

**Pedagogic Tools:** Lectures, Assignments, Case Studies, Presentations, Practical Examples from corporate and business world.

**Course Content:**

**Chapter 1: Performance Management (30%)**

1. Performance Management: Objectives and features, performance as integral part of performance management
2. Development and Process of Performance Management System
3. Performance Appraisal and performance Management and Techniques of Appraisal
4. Methods for evaluating Performance: 360 Degree appraisal, Competency Mapping & Competency Modelling, H. R. Scorecard, HR Audit
5. Performance Appraisal Problems and dealing with Performance Appraisal Problems

**Chapter 2: Various Performance Management Strategies (20%)**

1. Performance Mentoring: Objectives, Process, Conditions for Effective Performance mentoring
2. Performance Monitoring: Assessment Centre, Measuring performance, Criteria for performance measurement; Setting Organizational, Team & Individual Performance Standards
3. Potential Appraisal
4. Ethics in Performance and Compensation management

**Chapter 3: Rewards (25%)**

1. Managing Basic remuneration, Incentives and Benefits

2. Rewarding Special Groups Rewarding Directors, Senior Executives, Sales, Services staff, Knowledge workers, manual workers
3. Employee Benefit and Pension Scheme Employee Benefits, Flexible Benefits, Pension Scheme
4. The Practice of Reward Management: Developing Reward System, Managing Reward System
5. Evaluating Reward System, Responsibility for Rewards
6. Digitized rewards and recognition

**Chapter 4: Compensation management and its relevant Laws**

**(25%)**

1. Payment of Wages Act,1936
2. Minimum Wages Act,1948
3. Payment of Gratuity Act,1972
4. Payment of Bonus Act,1965
5. Equal Remuneration Act,1976
6. Income tax act provisions with respect to salariedpersons
7. Employees' State Insurance Act,1948
8. Employees' P F & Misc Provisions Act,1952
9. Workmen's Compensation Act,1923
10. Maternity Benefits Act,1981
11. Unorganized Sector Workers' Social Security Act,2008
12. Social Security Act
13. Medi claim Policies and their salient features

**Reference Books:**

- 1) Human Resource Management by C. B.Gupta
- 2) Human Resource Management by S. S.Khanka
- 3) Essentials of Human Resource Management and Industrial Relations by P. SubbaRao
- 4) Organization Behaviour By K.Ashwathappa
- 5) Human Resource Management by GaryDessler
- 6) Human Resource Management by BiswajeetPatnayak

7) Human Resource Management by K.Ashwathappa

8) Compensation Management by Mousumi Bhattacharya, NilanjanSengupta

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