



### Latest news

1. Maharashtra – Notification for Establishments to TRACK – TEST – TRACE – ISOLATE methods to prevent Covid-19 (Marathi version)  
<https://hrvcompliance.blogspot.com/2020/07/general-update-for-establishments.html>
2. Government has issued Draft Code on Wages, Rules, for the suggestion and opinions. Likely to be Gazette notified in the September 2020  
<http://egazette.nic.in/WriteReadData/2020/220428.pdf>
3. Karnataka – issued SOP for sanitization of common places  
<https://hrvcompliance.blogspot.com/2020/07/blog-post.html>
4. Pondicherry – It is online application & payment under BOCW Act  
<https://hrvcompliance.blogspot.com/2020/07/statutory-update-pondicherry-puducherry.html>
5. Income Tax Act – Food coupon / Meal Voucher to be considered as taxable income under New Tax Regime  
<https://hrvcompliance.blogspot.com/2020/07/payroll-income-tax-act-food-coupon-or.html>
6. Karnataka – Draft Standing Order Rules – Insertion of Fixed Term Employment  
<https://hrvcompliance.blogspot.com/2020/07/karnataka-draft-standing-order-rules.html>

#### Goal of a compensation plan

- Provide competitive wages for attracting new employees and retaining current employees on an equitable basis
- Complying with organizational policies to provide consistent administration for wages and benefits, along with applicable legislative provisions
- Any such compensation plan cannot discriminate based on factors Sex, Disability, Marital or Religion.

A Seasonal Employee (In EPFO Act): who is/was engaged in a Seasonal establishment? The eligibility, the contributory service for him/her in any year will be treated as full year, even if contributory period is less than a year

For example, if the employee has a contributory service of 4 months in year 2018, then the entire year 2018 is counted as eligible service. It will not be restricted to 4 months, but treated as one year for eligibility

Competency	Workplace Competency
Skill + Knowledge + Job Attitude = Competency	Skill + Knowledge + Job Attitude + In a specific Job = Competency
A trait anyone will have	Only a Value-added Employee will have
A common trait	Relevant to certain work environment
A skill can be developed, Knowledge acquired and job attitude experienced	May not be developed or acquired (usually)
Do not determine businesses	Determine specific businesses

#### Classification of Workplace Competency

- Mostly , while measuring competency – one could overtly see knowledge and skills
- But other behavioural components like attitude, skills, traits, thought leadership styles, self-image, organizational fitment etc. are hidden
- Such hidden traits can be visible only during workplace competency
- Workplace competency varies with Jobs and Job positions
- Workplace competency is usually focussed on individual performers
- Where successful organizations identify and develop such single business events to manage organizational core competencies that drive larger enterprise projects which is critical to the organization



<b>Establishment Type</b>	<b>Applicable REGULATORY Legislation</b>
Shop (trading)	Shop & Establishment Act
Commercial offices	Shop & Establishment Act
Warehouse / Godown	Shop & Establishment Act
Warehouse/Godown (With process)	Factories Act
Manufacturing Facility	Factories Act
Hotel/Restaurant/Eateries	Catering Establishment Act
Logistics / Transport	Motor Transport Act
Hospital/Nursing home/Clinics	Clinical Establishment Act
Cinema halls	Cinema Regulation Act
Any office of all above establishments	Shop & Establishment Act
Manufacturing – less than 10 employees (non-hazardous)	NO ACT APPLICABLE
Educational Institutions	Educational Institution Regulatory Act

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## Grievance

<b>What – Describe Grievance</b>	<ul style="list-style-type: none"> <li>» A feeling of Discontent or Discomfort or Dissatisfaction or Distress or Suffering</li> <li>» A feeling of injustice in connection with Employment Condition which may or may not brought to the notice of the Employer</li> </ul>
<b>How it will be</b>	<ul style="list-style-type: none"> <li>» It may be Factual,</li> <li>» On Assumption (imaginary)</li> <li>» or Disguised</li> </ul>
<b>Who is responsible to address</b>	Leadership and Human Resources are responsible for engaging employees to perform for Higher productivity and profitability
<b>Why Grievance</b>	<ul style="list-style-type: none"> <li>» It is needed for best performance, better productivity &amp; retention, in this changing scenario, where an employee has multiple options, outside.</li> <li>» Employee engagement makes enthusiastic about their job, having strong desire to be part of organization and motivated to go above</li> </ul>
<b>Where Grievance</b>	<ul style="list-style-type: none"> <li>» On the job (performance enhancing)</li> <li>» Over the job (development) and</li> <li>» After the job (work life balancing)</li> </ul>