## **COLLEGE OF BUSINESS AND ENTREPRENEURIAL TECHNOLOGY**

**DEPARTMENT OF HUMAN RESOURCE DEVELOPMENT MANAGEMENT** 

# EFFECTIVE IMPLEMENTATION OF THE DIFFERENT HUMAN RESOURCE PROGRAM POLICIES AT TOYOTA OTIS INC.

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### **ABSTRACT**

This study aimed to present the relationship of human resource policy among profile variables.

The researchers made used of questionnaire as an instrument for gathering data. The researchers used the descriptive method of research to describe the importance of research by word and to be easily understood by the future researchers. Quota Sampling was used because the researchers want to ensure that sample group represents certain characteristics of the population chosen by the researchers. The questionnaires are distributed to 100 employees in the company. The responses of the respondents were computed with the use of weighted mean to determine the average of all the scores and the distributions.

The researchers found out that based on the findings, the majority of the respondents were aged 24 to 29 years old, female, and working for 1 month to 3 years that there is significance different between human resource policies among profile variables.

It is recommended that the company must customize benefits and work expectations for male employees' as much as possible, offer trainings and development, especially to those employees serving the company for many years.

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#### CHAPTER I

## THE PROBLEM AND ITS BACKGROUND

## Introduction

Human resource policies are the formal rules and guidelines that businesses put in place to hire, train, assess, and reward their employees for their workforce. These policies, when organized and disseminated in an easily used form, can serve to pre-empt many misunderstandings between employees and employers about their rights and obligations in the business place. Human resource management policies are continuing a guideline, on the approach the organization intends to adopt in managing its people and defines the philosophies and values of the organization on how people should be treated, from which are derived principles upon which managers are expected to act when dealing with human resource matters. They serve as reference points when employment practices are being made about people.

Continual change in human resource practices and human resource practitioner's roles human resource experts are expected to introduce changes in policies that will bring positive changes to the organization with respect to its profitability as well as employee work-life balance. Ultimately employees are concerned with having both a good job and a life beyond work.

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Hence, the researchers would like to know the effectiveness of human resource policy to the employees of Toyota Otis Inc.

# **Background of the Study**

This study aims to identify the human resource policies implemented within an organization and to know their effectiveness. Times have changed and now employees see the organization differently. The employees, while working for the organization, expect in turn, organization commitment towards offering its employees a work-life balance, such as offers, that allow them to lead a life outside work. In this way they could pursue their personal life along with working for the organization. Their demands are not just limited to a better salary, but they expect the organization to take care of them. The role of human resource is critical as they need to continuously monitor and assess the policies to evaluate how effective they are in providing employees with their much-needed work-life balance and work satisfaction, while at the same time ensuring that in an attempt to accomplish this, the organization is not taking a toll on itself.

Human resource practitioners thus need to keep assessing the policies periodically to identify the ways they can be changed to suit employees and to help them achieve their goal of work-life balance. Open communication is required between human resource and employees. It is important to know which policy affects them adversely and how their work can be increased. Although

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most current organizations opt for policy formulation strategies that reflect their own cultures and priorities, their crucial issues include whether employees are consulted and whether policies reflect a compromise between management and employee's interests that is acceptable to both parties. If it is not, then the human resource directive has not been successful and needs to be re-evaluated.

# **Conceptual Framework**

The concept of this study focuses on the human resource policies. The researchers are going to discuss, the policies of human resource that is being implemented in organization. Moreover, one of the aims in this study is to identify how it is effectively implemented when employees are grouped according to their profile variables. Also how the human resource program policies affect the employees.

Organizations have implemented human resource program policies to reduce unnecessary and unwanted employee turnover. Effective human resource program policies are important in providing firms with competitive advantages and the ability to operate effectively.