A STUDY ABOUT HUMAN RESOURCE MANAGEMENT IN RECRUITMENT AND SELECTION

KMML, CHAVARA, KOLLAM

Report submitted to SDE University of Kerala at Kariyavattom in partial fulfilment of the requirement for the award of degree in bachelor of business administration

Submitted by

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2024-2025

**DECLARATION**

**I declare that the thesis entitled Recruitment and selection is a record of the Bonafede research work carried out by me under the supervision and guidance of Dr: Nithya. R. This has not been previously submitted for the award of any diploma degree associateship of similar title.**

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**FACUALTY SIGNED**

**I certify that the thesis entitled recruitment and selection is a Bonafede record of the research work carried out by JESEENA.K, BBA 6th semester student under my supervision and guidance. This has not been previously submitted for the award of any degree, diploma, associateship or other similar title.**

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**EXECUTIVESUMMARY**

Kerala minerals and metals limited in Chavara, Kollam. It is a public sector enterprise under the government of Kerala. It is one of the best companies in India. KMML is India`s only rutile grade titanium dioxide manufacturing facility (through chloride route). The entire process and operations of KMML revolve around the three pivotal units the Mineral Separations (MS)unit, the Titanium Dioxide Pigment (TP)and the Titanium Sponge. Many peoples work here in different departments. Recruitment and selection process conducted through the public service examination and contract basis. KMML regularly conducts recruitment drives to attract talented individuals who can contribute to the company’s growth and success. The recruitment process is designed to identify candidates with the right skills, qualifications, and attitude to excel in their respective roles. KMML offers a wide range of job positions across different departments, including mining, production, engineering, finance, human resources, and [marketing](https://www.mysarkarinaukri.com/find/marketing-jobs).

**INTRODUCTION**

Recruitment and selection of the human resource for an organisation is the major and basic function of human resource management. Recruitment and selection depend on the organisation’s policy guiding. The basic principle in selection is ‘’right man for the right job’ ’and can be achieved only through scientific recruitment and selection. This is because the ability of an organisation is determined to a great extent to ability of its work force. The old belief that capital was fundamental to the progress of the organisation and does not hold good, any longer employees around the world have begun to believe that a smart workforce is the key to the success of an organisation. Recruitment process involves a systematic procedure from sourcing the candidates to arranging and conducting the interviews and requires many resources at time.

A recruitment process includes all the steps that get from job description to offer letter including initial application, the screening, face to face interviews, assessments, background checks, and all the other elements crucial to making the right hire. The selection process can be described as the procedure of identifying and short-listing qualified people with the requisite qualifications and skill set to fill vacancies in a company. the selection procedure differs from industry to industry, company to firm and even with in the same organizations of different department.

KMML stands for its total quality culture in terms of people, product, services, work place safety, energy and environment. The company is fully equipped to train manpower at all levels covering the entire range of activities from mining of manufacture to marketing. The emphasis to attract nature and train the best human resources in the industry. The company`s biggest asset is the human resource quality.

With a 2000plus workforce have a full-fledged human resource development department that focus on regular training and refresher courses for skill betterment and personality development and also to in calculate quality consciousness safety awareness.

KMML is committed to training and retraining the best of human resources from the world over. building capabilities in the organisation across boundaries in the mining sector.

**STATEMENT OF THE RESEARCH PROBLEM**

The project work is based on the RECRUITMENT AND SELECTION. Behind the success of any organisation is collective action of different department. Recruitment and selection are done by the Human resource management department. HRM is the strategic management employees within an organisation. This is typically direct manpower management that involves man power planning, recruitment and selection, training and development, induction and orientation, transfer, promotion, compensation, lay off and retrenchment, employee productivity. Recruitment process is the “process of searching for prospective employees and stimulating g and encouraging them to apply for jobs in an organisation “. It is one whole process with a full life cycle, that begins with identification of the needs of the company with respect to the job, and ends with the introduction of the employee to the organisation.

**SIGNIFICANCE OF THE STUDY**

The significance of study recruitment and selection. Recruitment is the first step in an employee`s life cycle, recruitment is an organised method. recruitment and selection process play a significant role in shaping an organisation`s success. To attract bright talent for the job companies, need to invest time and effort. This fosters a culture of excellence and high performing teams, without which organisational growth cannot be achieved. Also, the business landscape is ever -evolving, so it’s important for organisation’s to continuously refine their recruitment and selection strategies to adapt to changing market dynamics.

**SCOPE OF THE STUDY**

This conceptual study helps us to know about the recruitment and selection. We are interested to study about the recruitment and selection in KMML. The main scope of the study is how to impact the recruitment and selection process in KMML for future.

* To understand the actual working conditions of human resource department.
* To get in the touch with the industrial and organisational environment

**HYPOTHESIS**

**RESEARCH METHODOLOGY**

Research methodology is a scientific and systematic way to solve research problems. Methodology is a science that helps in studying how research is done scientifically. This section deals with the research design, research approach and research instrument and research period for the completing study.

**RESEARCH DESIGN**

Research design is the basic frame work which provides guidelines for the rest of the research process. The research design specializes the methods for data collection and data analysis. It specialises the pin point to carry out the research properly.

**RESEARCH APPROACH**

The data for the study had collected using structured questions

Research instrument

Research instrument used in the survey is questionnaire. Questionnaire is a printed set of questions arranged in a logical order to be filled by the respondents. The number of questions should be limited to the objective and scope of investigation.

**DATASOURCES**

* Primary data

Primary data are those which are collected fresh and for the first time and this happen to be original in character. The primary data collected for this study through questionnaire.

* Secondary data

In this project work the researcher has taken text textbooks, websites, profile etc…to collect secondary data.

SAMPLING

Sampling is the process of selecting a sufficient number of elements from the population so that the study of sample and an understanding of its properties or characteristics would make it possible for us to generalise such properties or characteristics to the population elements.

* **Sample population**

There are2000members in KMML including employers and employees.

* **Sampling units**

Sampling units are the employees of KMML, Chavara.

* **Sampling size**

This refers to the number of items to be selected from the universe to constitute a sample.out of total strength the sample is taken amongst 70 employers and 400employers

* **Sampling area**

**The study was conducted at KMML, Chavara, Kollam.**

* **Sampling procedure**

Data have been collected using simple random sampling method. simple random sampling is a sample selected from a population in such a way that very number of populations have s an equal chance of being selected and the selection of any individuals does not influence the selection of any other.

* **Data analysis techniques**

The tool used is percentage analysis. This method is used to describe relationship.

Percentage of respondents =No respondents /Total no of respondents\*100

**LIMITATIONS OF THE STUDY**

* It is a government firm, certain data and documents are considered as confidential which are unavailable.
* Due to limitation of time, study could not be made more detailed.
* It is difficult to know the respondent`s response was genuine.
* The managers time availability for discussion were limited and frequently interrupted due to official commitments.
* The survey is conducted only on limited respondents. The study was conducted within a period of stipulated time.

**LITERATURE REVIEW**

h[uman resource management](https://en.wikipedia.org/wiki/Human_resource_management) used to be referred to as "[personnel administration](https://en.wikipedia.org/wiki/Personnel_Administration)". In the 1920s, personnel administration focused mostly on the aspects of hiring, evaluating, and [compensating](https://en.wikipedia.org/wiki/Compensating_differential) employees. However, they did not focus on any employment relationships at an organizational performance level or on the systematic relationships in any parties. This led to a lacked unifying paradigm in the field during this period.[[5]](https://en.wikipedia.org/wiki/Human_resources#cite_note-5)

**Recruitment** is [the overall process](https://en.wikipedia.org/wiki/Recruitment#Process) of identifying, sourcing, screening, shortlisting, and interviewing candidates for [jobs](https://en.wikipedia.org/wiki/Job_(role)) (either permanent or temporary) within an [organization](https://en.wikipedia.org/wiki/Organization). Recruitment also is the process involved in choosing people for [unpaid roles](https://en.wikipedia.org/wiki/Unpaid_work). [Managers](https://en.wikipedia.org/wiki/Management), [human resource](https://en.wikipedia.org/wiki/Human_resource) generalists, and recruitment specialists may be tasked with carrying out recruitment, but in some cases, [public-sector](https://en.wikipedia.org/wiki/Public_sector) employment, commercial [recruitment agencies](https://en.wikipedia.org/wiki/Employment_agency), or specialist search consultancies such as [Executive search](https://en.wikipedia.org/wiki/Executive_search) in the case of more senior roles, are used to undertake parts of the process. Internet-based recruitment is now widespread, including the use of [artificial intelligence](https://en.wikipedia.org/wiki/Artificial_intelligence_in_hiring) (AI).[[1]](https://en.wikipedia.org/wiki/Recruitment#cite_note-1)

Companies will generally employ a number of different methods to fill their recruitment needs including employee referral, company websites, recruitment agencies, and job boards. Generally, it is found that around 27.1% of recruitment is done through employee referral - making it the largest source of company recruitment,[[1]](https://en.wikipedia.org/wiki/Candidate_submittal#cite_note-1) with standard recruitment making up around 5.2% of overall recruitment.

The future of the recruitment industry is generally considered by industry analysts to be in 'Career Networks',[[2]](https://en.wikipedia.org/wiki/Candidate_submittal#cite_note-2) that can provide employee's with the backup necessary to optimize their job searching process - including having access to a 'career coach', utilizing niche recruitment channels, building a profile and receiving [positive feedback](https://en.wikipedia.org/wiki/Positive_feedback).

**h.**

**INDUSTRY PROFILE**

The world is rapidly shrinking with the advent of communication, transportation and financial flow product development in one industry are finding enthusiastic acceptance in other industry. As the industry, which is manufacturing industry, product definitely depends on the end user industries. Industry plays a significant role in every firm; industrial development has been given on greater importance in Indian planning of account of industrial development. Industry in necessary in productivity, employment, national income and rate of capital formation in India witnessed large scale diversification India.

The minerals and metals industry has been flourishing since ancient times. Fr: Williom Gregor in the year 1789 discovered ilmenite in Konwat in England. He found that the black sand contains some important metal but he failed to discover it. In 1875 a Hungarian Scientist Martin Kein which found the same metal contents in the refine minerals. The geological survey of India found the presence of monazite in the costal sands of Kerala. Besides the Mineral deposits also found in Tamil Nadu, Orissa because of which they also have established mineral industries. Now India occupies tenth place among the industry developed countries in the world.

Kerala has the richest and one of the most extensive heavy minerals and sand deposits of the world. The Chavara deposits contain Ilmenite, Rutile Leucoxene, zircon, monazite and ilmenite, the commercial significance was known for the first time in 1909 when Dr: Schomberg, a German scientist discovered the presences of Monazite in the black beach sands Manavalakurichi in the East Travancore state. The presence of mineral sand in the coir rope traditional item of export from this part of the country led to the discovery.

Originally, a rare earth mineral separation plant till 80’s, KMML began its prestigious pigment production with a licensed capacity of 48000 MT per year and the plant had an installed capacity to produce 22,000 MT Per year. The effort for debottlenecking and incremental expansion in the past years became a reality in 2005 and the installed capacity was declared as 40,000 MT per annum. Recently, KMML-ISRO-VSSC entered into an MOU for the production of Titanium. Metal /sponge which is considered to be a milestone in the history of KMML.

KMML is now in the aerospace industry and defence application with the commissioning of the Titanium sponge plant. The TSP is a joint venture of KMML Vikram Sarabhai Space canter and the defence Metallurgical research laboratory (DMRL)

The rs.143 crore TSP project was fully funded by the VSSC with the inauguration of TSP. India became the 7 th country in the world having technology for producing Titanium Sponge which is the raw material for Titanium metal.

**TITANIUM DIOXIDE INDUSTRY IN INDIA**

The Indian reserves of ilmenite and rutile is expected to the around 60 million tons. The important source of ilmenite in India are the beach sands of south Kerala and Tamil Nadu.

Beach reserves are also seen in Maharashtra, Orissa and Andhrapradhesh. The reserves in Tamil Nadu and Kerala are around 25 million tons there are about 20 million tons reserves in Orissa. The information throws light in to the probabilities of new manufacture and completion in Titanium Dioxide Pigment Industry in the Indian Market with the increasing demand for the paints, rubber, plastics and printing ink etc. The arrival of new manufacture will be more in the near future. This will ultimately result in tight competition.

**About Titanium Dioxide**

Titanium is the ninth most abundant element in the earth`s crust, and the fourth most abundant metallic element. In nature, Titanium is found in the forms of Rutile (Titanium Dioxide, tio2) and

Ilmenite (Titanium iron oxide, FeTio3). These two mineral forms are the most common and commercially exploitable.

Titanium Dioxide, also known as Titanium Oxide Ore Titania is the naturally occurring oxide of Titanium. When used as a pigment, it is called Titanium white, Pigment white. It has a wide range of application, from paint to sunscreen to food colouring, Titanium Dioxide is the

Pigment which imparts whiteness, brightness to paints, paper and ink, plastics, toothpastes and even food product, medicines (i.e. Pills and tablets) and cosmetics. Titanium naturally resist corrosion from acids, Alkalis, and natural salt and polluted water.

Significant Titanium -bearing Ilmenite deposit exist in western Australia, Canada, China, India, Mozambique, New Zealand, Norway, Ukraine. Total reserves of Titanium are estimated to exceed 600 million tonnes.

Major deposits of Rutile and Ilmenite are found in beach sand near continental coastlines where erosion and wave action have elevated concentration of minerals. The majority of the naturally mined Rutile today comes from Australian beaches, where it appears as common blank sand. The main economic reserves of Rutile are found in South Africa, India, Sri Lanka and Australia. Today, while Ilmenite provides 90% of the total world Titanium mineral supply, it is almost totally used to upgrade the Titanium content to synthetic Rutile, and titanium lag. Together, the synthetic and natural Rutile are the principal raw material for Titanium production. However, of all the mined and synthetic.

**TITANIUM PRODUCTS**

**1.TITANIUM DIOXIDE PIGMENT**

**KEMOX RC800** - Low oil absorption, medium durable alumina treated rutile titanium dioxide pigment produced by the chloride process. Its high gloss producing properties for interior trade sale paint and industrial coatings.

Printing inks, High gloss coating, industrial coatings, law ablativity pigment for letterpress gravure polyamides and exterior applications where maximum chalk resistance is not required.

**KEMOX RC 802**

Its surface treated alumina and silica RC 802 good capacity and weathering property. It has high gloss.

**KEMOX RC 802** recommended for both interior and exterior applications. This is recommended for architectural and industrial paints both solvent and water based.

**KEMOX RC 808**

Recommended for automotive, industrial and architectural finishes. It is also recommended, for oil coating cured finishes, emulsion paint, system powder coating, water borne coating and printing inks.

**KEMOX RC 822**

recommended for interior and exterior enamels and lacquers for industrial and architectural purpose.

**KEMOX RC 800 PG**

Finds application in plastic requiring a blue white high dispersion TIO2.Other areas of application are powder coating polyethylene films and vinyl sheet goods. It is used in most other common plastic /rubber floor like applications.

**KEMOX RC813**

Can be described as universal pigment for all coating formulated at higher percentage pigment volume concentrations.

**KEMOX RC800 PG +**

Find applications in plastic requiring a blue white high dispersion TIO2 major area of application is in high loaded masterbatches, polyolefin, films and in pipe and other plastic application.

**KEMOX RC 822+**

Exterior and interior industrial coatings, exterior and interior architectural coatings, powder coatings, solvent and water-based coatings, PVC and vinyl pipes. Is intended for wide range of applications it is to cover adequately in a TDS.

**MAGNESIUM CHLORIDE** – Magnesium chloride is mainly used for the production of welding flux-de-icing in cold countries.

**NANO TITANIUM DIOXIDE PIGMENT (RUTILE)**

**NANO KEMOX**-

Untreated rutile nano titanium dioxide having particle size in the range of 30-40 nm. This pigment finds extensive application in the coating, plastic or cosmetic industry after further surface treatments.

**NANOKEMOX 100 HB**

Find extensive application in the plastic industry.

**NANOKEMOX 102 HB**

The pigment find application in cosmetic industry, This pigment hydrophobic and extensive UV protection.

**NANOKEMOX 102 HL**

This pigment is hydrophilic and have extensive UV Protection. This pigment application cosmetic industry.

NANOKEMOX108HL is a zirconia, silica. alumina and organic treated can rutile dioxide pigmen twitch particle size in the range of 30-40nm. These pigments provide high exterior durability and UV protection. used for coati ng industry and find extensive find extensive application in metallic coating these can also be used in wood coating. these pigment high weather resistance and photostability.

TITANIUM OXICHLORIDE KMML GRAGE

it is an aqueous solution of TITANIUM TETRA CHLORIDE it is a clear liquid pale yellow in colour. The compound is highly corrosive. This used the manufacture of pearlescent pigment and titanium dioxide etc. The compound is a chemical intermediate for storage transportation and handling classification refer to the material safety data sheet.

TITANIUMTETRACHLORIDE (TICKLE)

Titanium tetrachloride is exclusively used in the manufacture of titanium dioxide pigment. Titanium sponge /metal. Titanium salts, butyl, titanate and Titanium oxy chlorides.

ILMENITE

MONOZITE

SILIMENITE

ZIRCONE

LEOUCOXENE

RUTILE

TITANIUM SPONGE

1. Grade1(aerospace grade:99.70) %TI&BHN85-110, SIZE2TO25MM
2. NON-AEROSPACE GRADE: 99.00 % TI & BHN >110, SIZE 2 TO 25MM
3. TI FINES :99.00 % TI & BHN > 150, SIZE, 2MM
4. OFF GRADE: BHN > 150, SIZE 2 TO 25 MM

Production demand

Titanium dioxide is a significant raw material in paint, medicine, plastic, ink etc. with the globalisation of business communication has become faster by means of telephone, fax, computer, transportation, periodical, etc. which boosts the demand for the products like plastic and paper This resulted in higher demand for titanium dioxide in the sectors. The demand for this product is likely to be around 4 million tons. Manufacturer is committed to develop sufficient capacity to satisfy that fact demand.

Product demand

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|  |  |  |  |
| --- | --- | --- | --- |
| SL NO: | CONSUMER INDUSTRY | PERCNTAGE | TIMES PER ANNUM |
| 1 | Paint and coating | 57 | 188100 |
| 2 | Plastics | 20 | 660000 |
| 3 | Paper | 13 | 429000 |
| 4 | others | 10 | 330000 |
|  | total | 100 | 1607100 |
|  |  |  |  |

**Challenge**

* Competitors like Dupont, Ishihara and crystal
* Duplication chances by stockiest
* Mining policy of entrants in flock to this sector
* Development of products for variety of uses
* Financial sources
* Political interference
* Unavailability in the skilled labours
* Complex management structure
* The central decision to remove tax for the import of Titanium dioxide product
* New technology development

**WORLD SCENARIO**

Like many companies in the present economic climate companies operating in the minerals and mining market are undertaking policies of cost improvement and margin maintenance whilst looking to further develop immature (such as China where it is hoped the development of a growing IT industry will increase demand for precious metals and aluminium used in computers).Although turbulent by its very nature the metals and mining industry and the companies with it ,should enjoy a moderate compound annual growth rate (CAGR)going forward with the forecast predicting that the annual growth rate (CAGR)going forward with forecast predicting that the market will reach a value of $900billion in by 2007

The metals and mining industry companies six sub categories: Aluminium ,gold are precious Metals ,Other metal extraction ,coal mining and steel .The largest segment of the global market is iron and steel followed by aluminium .The Iron and steel metals and steel segment comprises of more than half the industry in terms of volume .regionally Asia-Pacific is the largest market for metals and mining followed by Europe .The metals and mining sector find end use in industries such as automobiles and consumer durables that rely upon this industry for the raw materials with which they created their familiar everyday products ,computer in particular require aluminium, steel and precious metals in their [production .for these reason for demand for a broad range of different types of products translates in to demand for the products produced in the industry sustaining in the even the harshest economic climates .

The industry is therefore also highly cyclical and has been negatively affected by the global down turn of the [past few years. The industry is highly affected by fluctuations in its largest segment ,steel (which accounts for over 60%of the market value )which has been strongly affected the metals and mining market .chronic over production is a problem in several sectors, especially the beleaguered steel manufacturing industry.

The overall outlook for the global metals and miningindustry remains positive with the recovery in the global economic conditions .Developed regions like USand Europe are showing sign of uptake in industrial output and economic revival .Emerging regions like ,Asia -pacific re fuelling demand as industrial output increases to satisfy latent demand. Transportation is one of the most important market for the aluminium sub -Industry , and it expected to prove an important driver of feature growth. Increasing numbers of automobiles are aluminium intensive ,benefiting from the recyclability and light weight characteristics of the metal .The event that revolutionized the Titanium Dioxide industry was the development of chloride technology by m/s Dupond around 1959.In the 1960 s and 1970major investment was made in the Titanium dioxide plant in the Europe/ S Huntsman of UK ,m/s. Kronos of Germany and m/s .Than ET Mul house of France have emerged as the leading European companies in the field of titanium dioxide .The Japanese industry has picked up in recent years and the Japanese production has now reached level of about 280000 tones .M/Ishihara is the leaders of the Japanese Titanium Dioxide industry.

A global increase in mining capacity is currently the reason for the upcoming numbers new project around the world .These will be replacing in part dwindling reserves from exiting products .current demand is increasing but may not be sufficient to support the projected production from the all the new projects .The major mineral sand deposits of the world are spread throughout different continents across the globe ,The exploration for mineral sand deposits has intensified since the mid 1980 due to increasing use and demand for heavy minerals The major country’s where these deposits are found are Australia, Canada, India, Kenya ,Madagascar, Mozambique South Africa etc.

The global industry has been boosted by the recent recession. Although the general outlook is positive, the competitive landscape differs across the sectors of precious metals and minerals sub-industry. The gemstone sector is more susceptible to economic change than old and I s characterised by smaller producers. The diamond industry contrast is highly consolidated, but has come under ethical pressure recently because of alleged links with African warlords.

**INDIAN SCENARIO**

The history of Indian titanium industry bearing mineral date`s way back to 1909 when the German Geologist Mr: Schomberg discovered the presence of monazite in the black beach sand attached to traditional export item coir. First plant was set up by the erstwhile state of Travancore in1950.However, thereafter the growth of the Indian industry has been rather sluggish India has one of the most expensive deposits of a variety of minerals, particularly Ilmenite and Rutile, which are primary material for the production of Titanium Dioxide pigment. India has over 7000kms of coastal line and has huge reserve of minerals in the beach sand.

Mining and mineral industry constitute the backbone for industrial expansion in India. The mining sector contribute substantially in the socio-economic prosperity of our country by supplying essential raw materials to the industry sand power sector gifted with a wide range of its minerals. India is one of the leading producers and exporters of several minerals in the world. Mining industry in India started its journey back in 1774.

When the East India Company permitted an English Company to undertake mining activity in the coal field in ranging gold mining in Kolar Gold.

In India 80%of mining is in coal and the balance 20%is in various metals and other raw materials such as gold, Copper, Lead, Bauxite, Zinc and Uranium. India with diverse and significant mineral resources is the leading producer of some of the minerals. India is not endowed with all the requisite mineral resources of the 89 minerals produced in India, four are fuel minerals ,11metalic, and 52non metallic and 22minor minerals.

India is the largest producer of mica blocks and mica splitting rank 3rd in the production of coal and lignite’s, barites, and chromate,4th in iron ore 6th in bauxite and manganese ore,10th in Aluminium and 11th in crude steel, Iron ore, steel. Iron ore copper ore chromate and zinc concentrate percent of non-metallic minerals (base year 1993-94=100) for the year 2005-06 is expected to be 154.23 as compare to 153.48 in 2004-05

Currently there are four units in India engaged in the manufacturing of Titanium, Dioxide pigment (Rutile Anatase) with a total combined capacity of 44560 metric tons per annum. These units are

* Kerala Minerals and Metals Ltd Chavara, Kollam
* Travancore Titanium Products Ltd, Trivandrum.
* Kilburn Chemicals Ltd, Chenni.

KMML is the only unit producing Rutile grade Titanium Dioxide Pigment in India with an installed capacity of 30000 tons per annum .India is having a vast area of coastal region ,which is addition to many other advantage is also richly endowed with the important mineral deposits .Titanium is mainly used in paint Industry .It is also used in case of links ,plastics ,textiles, ceramic etc. .Although utility of such extracted minerals and metals is unlimited ,the sources are limited .At present in India, the KMM Land Travancore Products(TTPL)are the only two manufacturers who produce TIO2. KMML. Produce Rutile grade TIO2 Pigment whereas TTPL produce Anatase grade TIO2 pigment

STATE SCENARIO

God`s own country is best owed with along coastal belt .Kerala state is endowed with a number of deposits of minerals such as heavy mineral sand (ilmenite ,Rutile , Zircon ,monazite ,sillimanite )gold ,iron ore , graphite ,China clay, fire clay, tile and brick clay, silica sand, lignite ,limestone ,lime shell , granite ,gem stones ,magnetite ,However mine activities on large scale confined mainly to a few minerals heavy minerals ,China clay and to a lesser extend limestone ,silica sand and granite .i/n fact ,heavy minerals and China clay contribute more than 90% of the total value of ,mineral production in this state .This state owns mineral deposits like China clay ,limestone ,lime shell, silica. Sand, Bautix, graphite, iron ore etc. The major mineral based industries like Kerala minerals and metals ltd Chavara, Indian rare earth limited, Chavara, Malabar Cements, Walayar. Travancore Cements ltd, Kottayam Kundra ceramic, Kollam. English Indian clays ltd Trivandrum. Excel glass industry, Alappuzha Kerala clays and ceramic products ltd, Pazhayangadi, Kannur are some of the mineral based industries working in this state since several years the resources of beautiful ornamental granites in this state are being exported to different countries.

At present in Kerala TTP and KMML are the only two manufacturers who produce Titanium Dioxide pigment. Indian Rare Earth ltd (IRE) a government of India undertaking has a mineral separation unit in Chavara which separates minerals from the beach sands. IRE also operates two mineral separation units which are located in

Manavalakurichi in Tamil Nadu and Challarpur in Orissa. Firstly, Travancore products were started by his highness Sri Chithira Thirunnal in 1946and titanium dioxide using the sulphate process technology. Later the KMML situated in Chavara came in to existence and started producing titanium dioxide with the help of HCL acid process technology (chloride technology)

The mineral industries extracting minerals from different parts of Kerala are

* Indian Rare Earth limited, Kollam.
* Travancore Titanium Products, Trivandrum
* Kerala Minerals and Metals Ltd, Kollam

**CERTIFICATE OF KMML**

1)ISO 9001:2000

Certificate from Bureau Veritas Quality International (BVQI)and holes certification of United Kingdom Accreditations Service (UKAS). The United Kingdom Accreditation service is the sole national accreditation body recognized by government to assess, against internationally agreed slandered of an organisation that provide certification for testing, inspection and calibration services. And accredits certification from ANSI-ASQ National Accreditation Board (ANAB) Is the US accreditation body for management system (ANAB) is a member of the international Accreditation Forum and a signatory of the IAF Multilateral Cooperative Arrangements (MCA), ANAB ensuring internationally for good quality management system.

OBJECTIVES

* Continual improvement in the areas of delivery
* Encouraging innovation and technology updating
* Training and empowering the work force
* Better communication, cost reduction
* Safe and clear space
* Caring for requirement of the society ‘
* Compliance with documented quality system.

ISO14001:2004

Certificate from Bureau Veritas Quality International(BVQI)And accredits certification of National Accreditation Board for Certification bodies (NABCB).NABCB IS member of International Accreditation Forum(IAF) having Multilateral Recognition Arrangement (MLA) to certify ISO14001-Environmental Management System and holes certification of United Kingdom Accreditations Service(UKAS) The United Kingdom Accreditation Services the sole national accreditation body recognised by government to assess, against internationally agreed standards of an organisations that provide certification for testing ,inspection and calibration services

KMML has been certified as ISO14001:2004 in the year 2005 as recognition of protection and safeguarding the environment.

**objectives**

* Protecting and safeguarding the environment by strictly complying with the statutory and regulatory requirements.
* Managing and continually improving process activities and products
* Controlling the impact of the products and processes on land, air and water
* Preventing the environment from environmental pollution
* Reducing health and safety risks
* Optimising the use of resources

**3)OHSAS1 8001:1999**

Certificate from Bureau Veritas Quality International (BVQI). The occupational Health and Safety Assessment series (OHSAS) specification gives requirements for an occupational health and safety (OH&S) management system, to enable an organisation to control its OH&s risks and improve its performance

**USER INDUSTRIES OF KMML TiO2 PIGMENTS**

Titanium dioxide (TIO2)

pigments goes into the manufacturing of a variety of products such as

* Dress Materials
* Facial creams
* News print
* Emulsion
* Wood print
* Enamels
* Plastic
* Tooth paste
* Rubber product
* Cosmetic

**National and international award conferred on KMML**

* National award for research and development efforts industry for the best research and development efforts by department of science and technology (1992)
* FACT MKK NAIR Memorial productivity award 1993-94,94-95 for the best productivity performance by Kerala state productivity council.
* Energy conservation award 1999 in appreciation for outstanding achievements towards energy conservation and management in the category of large-scale industries.
* FACT MKK NAIR Memorial productivity Award 2001-2002 for second in productivity performance by Kerala. state productivity council2001
* FACT MKK NAIR Memorial productivity Award 1999-2000,2000-01 for first in productivity performance by Kerala state productivity council.
* Energy conservation Award 2001 for conservation and management in the category of large-scale industry by energy management centre, kerala2001
* Special Export award for export performance by chemicals and Allied Export promotion council (CAPEXIL)sponsored by ministry of commerce government of India.2002-03
* Award for best revenue performance 2003 for the best performance by central exercise, customs Kollam division2003
* Marketing campaign award 2003for best marketing campaign by Asia pacific coating 2003
* International gold medal Award for quality of the product efficiency of the company by forum Lumpur Global Rating Ukin 2003
* APCJ Award from Asian pacific coating forum for the best international marketing campaign may2003
* CAPEXIL Award for best export performance 2003 -2004& 2005.
* KMML bags the “best public undertaking award 2010”

**EMPLOYEE STRENGTH**

There are about 210 officers and 1122workmen in KMML. The total strength is 1770

**FUTUREPLANS OF KMML**

The company is studying the possibility of the productivity of more economic titanium metal sheets. Recently, researches established that aeronautic industry could use titanium metal instead of aluminium alloy or Dur aluminium covering s. The company is in the process of expansion and the target expected is approximately as shown below.

* Anew mineral separation plant of capacity 2lakh tons per year ilmenite.
* Anew synthetic Rutile plant of capacity 1.3Lakh tons per year.
* Existing Ilmenite Beneficiation Plant (IBP)50,000 units per annum capacity utilization
* Capacity enhancement of TiO2 pigment plant 1 lakh tons per year
* Titanium sponge plant 500 metric tons in collaboration with AVISMA technology.
* Introduction of Mineral Research Institute
* Introduction of new Iliad dispend boiler
* Introduction of nano pigment production
* Enhancement of mineral separation plant
* Introduction of filter plus plant iron oxide cake production
* Introduction of additional chlorinators and Titanium Tetra chloride plant
* Implementation of social accountability standards system 8000
* Introduction of 100 titanium oxygen plant
* Introduction of new 100 fluids dispend plant

**POLLUTION CONTROL**

KMML has elaborate Pollution Control system with respect to both water and air pollution. The waste (acid) from ilmenite beneficiation plant is sent to Effluent Neutralization plant (End). ENP consist of a Primary neutralization Tank (PNT) and secondary. Neutralization Tank (SNT) where it is treated with caustic soda solution .The totally neutralized slurry from the SNT is pumped to 50000 m3 capacity setting pond provided with imperious clay ,polythene lining at bottom side where the solids are settled .The dye solution from setting pond of 25000m3 capacity where the balance solids are allowed to settle .Then the clear water from the polishing pond meeting all specification stipulated by pollution control board authorities is pumped in to the Arabian Sea.

All gases from Chlorination, Oxidation, Ilmenite Beneficiation Plant and Acid Regeneration Plant are passed through scrubbed water or caustic solution to absorb the Toxic gases diluted with enough fresh air and only let out to the atmosphere through tall slacks.

**Market Share**

In world market USA has been in the vanguard of development of titanium dioxide industry. In India, KMML enjoys monopoly in the production of Rutile grade TiO2 pigment. In world, KMML enjoys 40%market share

|  |
| --- |
| KMML  Plant lay out  NH 47  Administrative block  Finance department  Marketing department  Personnel department  Material department  Arp |

COMPANY PROFILE

ABOUT KMML

Bringing more to your everyday life, KMML touches you in numerous ways. Be it the dress you wear, the cosmetics you use, the medicines you take, the paints you decorate your home with or the utility plastic products, our products are there. Eco friendly and socially committed, It is the only integrated Titanium dioxide facility having mining, materials separation, synthetic rutile and pigment production plant. apart from producing rutile grade titanium dioxide pigment, for various type of industries, it also produces other products like ilmenite, rutile zircon sillimanite rutile etc…

Manufacturing titanium dioxide through the chloride route, KMML products very pure rutile grade Titanium Dioxide pigment. The different grades churned out by KMML under brand name KEMOX has a ready market which asks for more .The commendable work in research by the R and D department has also helped KMML to add more colours to its portfolio .

With continued growth and demand in th economy and industry. The products of KMML are been laped up by the eager market. This has in turn set the wheel turning for KMML `s` expansion.

KMML has always been responsive to social and environmental causes. some of the initiatives

taken by KMML has made a significant change to the area and its people.

KMML is now in the aerospace industry &defence applications with the commissioning of the Titanium sponge plant .The TSP is a joint venture of KMML ,Vikram Sarabhai Space centre (VSSC)and the defence Metallurgical research laboratory (DMRL).the VSSC as fully funded the rupees 143 crore TSP project .with the inauguration of TSP , India becomes the 7th country in the world having the technology for producing Titanium Sponge ,which is the raw material for titanium metal.

Titanium sponge is known for its high strength but low weight, making it an ideal material for aircraft manufacture, including fighter air craft. The material is also used in nuclear plant, Engine parts, Ocean platform, Reactors, Heat Exchangers and to make dental implants and aircraft bones

HISTORY

The history of the beaches of Sankara Mangalam and nearby area`s is linked with the history of the KMML. The rare earth minerals made the beach an area of scientific interest. The discovery process for this huge Indian deposit was accidently initiated in the year 1909 when CV Schomberg on charges of being a German spy during the First World War, both his plants at Manavaklakurichi and Chavara were closed down.

The LONDON Cosmopolitan Minerals Company established in the year 1914 in London took over their plants and continued operations. In 1920 Hopkins and William (H&W)yet another London boned English Company started operations at MK and Chavara .the first export of ilmenite from Chavara took place in the year 1922 and the Indian ilmenite maintained a virtual monopoly in the world manliest as basic raw material for Titanium pigment (white) till 1940 when from plants belonging to Travancore Minerals Limited (TMC) Hopkin and Williams Travancore Ltd (H&W) and FX pareira and sons (FXP)together exported as high as three hundred thousand tons of ilmenite from Chavara .

By 1932,a private entrepreneur established the F.X Pereira and sons (Travancore) Pvt Ltd ,the forerunner to KMML ownership of the company subsequently changed hands the three times, after which in 1956 it was taken over by the state government and placed under the control of the industries department .The unit was subsequently converted as a limited company in 1972 by the name of `The Kerala Minerals and Metals Ltd with the objectives of better utilization of mineral wealth found along the sea coast of Kollam and Alappuzha Districts ,generation of growth and employment in the state in general and the local area in particular .

The construction of Titanium dioxide pigment using chloride technology began in 1979, and was commissioned in 1984 as the first and only integrated Titanium Dioxide plant in the world.

Today the company has over 2000 employees and a range of products.

**PRESENT STATUS**

It isIndia` s first and only manufacture of rutile grade Titanium Dioxide pigments by chloride route . The KMML products are marketed under the brand name `KEMOX `,KEMOX RC 822 is a pigment grade from KMML ,is a multiple application ,pigment,which has great demand in the world market .KMML also produce six more grade at Titanium Dioxide pigments namely RC800,RC800PG,RC808,and rc 813 KMML enjoys the monopolist position in the Titanium Dioxide pigment manufacturer in india .Though it controls half the India TiO2 pigment market ,it face stiff competition with foreign companies like Dupont(USA),Ishihara(JAPAN),Holtex(USA),Millenium(Germany),Hendac (Korea) etc.

**LOCATION**

Kerala is blessed with rich mineral deposit .This deposites stretch along the sea coast between Neendakara and Kayamkulam ,a trick generally known as

Chavara coast .This deposit stretch up to distance of 18 km along the coastal strip and having a depth of 8 meter . The dark sand of Travancore coast is rich in mineral deposits such as Monazite, Ilmenite, Rutile, Zircon etc. The company is located at Sankara Mangalam near Chavara, Kollam, and a coastal town 85 th km north of Thiruvananthapuram. KMML is situated on the side of NH-47 to about 300 acres in area KMML has a worldwide reputation, a socially responsible company with an ecofriendly image. The company derived strength from its dedicated manpower and customer organisation.

**INCORPORATION OF KERALA MINERALS AND METALS LIMITED**

Kerala is a land enriched with heavy mineral deposit .this richness evolved the formation of the c ompany Kerala minerals and Metals Limited (KMML).It was all way back in 1909,when a german chemist namely Dr:Schomberg noticed some brown and particles sticking with coir exported from India .He realized that the particles present were monazite leading to the discovery of vast deposites of Monazite in the back beach sands of Manavalakurichi in the east Travancore State .Later the Geological survey of india established the occurrence of Monazite and other earth minerals like ilmenite ,Rutile Mr.FX Pereira &Sons (Travancore)Private Limited were the pioneers who established the first full fledged Mineral Separation industry in Chavara area way back in 1932 using the dry separation process .Gradually the company found itself in financial crisis and in January 1956,the Kerala state government took over the company and continued under name FXP Minerals in 1972 the government renamed the name of the company as. The kerala Minerals and Metals

Limited (KMML).At present KMML consist of two units the Minerals Separation Plant and the Titanium Dioxide Pigment Plant.

TECHNICAL COLLABORATION

The KMML entered in to technical collaboration with three multinational corporations M/S. Kers MC Gee Chemical Corporation of USA. m/ S Benedict corporation of America .M/S Woodall Dukham of UK respectively for the above .The Metallurgical of Engineering Consultant India Limited (MECON)a government of India Undertaking did the detailed engineering .

QUALITY MANAGEMENTSuperior quality has been the benchmark for KMML PRODUCTS.the quality parameters set are strictly followed from the sand is mined to the point where the customer takes the packaged product .Inshort ,The mining,manufacturing procedures ,process control ,testing and packaging are up to global.

KMML satisfies the strict guideline of ISO 9001.

**Quality objective of KMML.**

* **To continue improvement in the area of delivery.**
* **To update current innovation and technology.**
* **To provide training and empower the work force.**
* **Better communication and cost reduction**
* **Safe a clear space .**

**QUALITY POLICY**

**1.Company delights their customers with world class products and services at competitive prices.**

**2.The company is maintaining a quality Manuel, which provides adequate ascription of the quality management system to be followed.**

**3.The company work for continual improvement in the area of Delivery, Inventory control, Cost reduction, New product development, communication, safe and clean work place ,human resource development through implementation of ISO9001-2000 quality management.**

**ENVIRONMENTAL QUALITY SYSTEM(EQS)**

**KMML has formulated a comprehensive, systematic, planned and documented manner of management organisation `s environmental programs. It comprises of organisational structure, planning and resources for developing, implementation and maintaining policy for environmental protection.**

**ENVIRONMENTAL OBJECTIVES OF KMML**

* **Protecting and safe guarding the environment by strictly complying with statutory and regulatory requirements.**
* **Managing and continually improving process activities and products. Controlling The impact of the product and processes on fact, air and water and thus preventing pollution.**
* **Reducing health and safety risk.**
* **Optimizing the use of resources.**

**SWOT ANALYSIS**

**S- STRENGTH**

* **KMML is the company in India producing Rutile grade Titanium Dioxide.**
* **Constant upgradation of technology**
* **Raw materials are found in near by areas**
* **Availability of cheap and best quality raw materials. Mineral sand consisting of Ilmenite, Rutile, Zircon etc.**
* **The only integrated plant in the world having mineral separation plant, Synthetic Rutile plant, Titanium Dioxide plant and all are closely located in one complex.**
* **Profit making public sector undertaking with a total capital investment by the government of Kerala.**
* **The company has achieved a breakthrough in the expert market. During the financial year 2011-2012 the company has earned the maximum foreign currency among the chemical factories of public sector undertaking in the state**
* **Technology perfected by internal research and development efforts.**
* **Technological collaborations with the Russian Mining Company Roseboro the production of TITANIUM SPONGE.**
* **The proximity of infrastructure facilities such as seaport, Railway station and International Airport is one of the greatest strengths of the company.**

**W- weakness**

* **Lack of sufficient land for expansion projects and storing disposal of hazardous waste.**
* **Low support from the local people due to many myths as the KMML is the reason for many health issues among them.**
* **The internal control procedure relating to stores, raw materials including components, plant and machinery, equipment and other assets and for the sale of goods are not commensurate to the size of the company.**
* **External /political/governmental Interference on company`s day to day affairs impairing corporate governance and professional management**

**Weight variation due to atmosphere effect of the package product**

**O- OPPERTUNITIES**

* **More sales realization in domestic as well as foreign market.**
* **Provision should be made for determination of unserviceable and damaged stores, raw material and productivity**
* **Steady growth of user industries like paints, plastics, cosmetics and ink.**
* **Faster growth rate of market in Asian countries where manufacturing facilities are limited.**
* **Unexplored value addition sector like Titanium metal, Zirconium compound.**
* **Kerala state being made better known to the outside world with the expansion on tourism and infrastructure technical sectors.**
* **Technical collaboration with ISRO in Titanium metal production**
* **Worldwide ilmenite is depleting day by day to over exploitation, whereas in India. only 10% of the total deposit is utilized**
* **Kerala government being made better known to the outside world with the expansion of tourism and infra structure.**

**T-THREATS**

* **Lower sales realization giants like Dupont, Kers-MC Gee, Ishihara ,and Crystal etc.**
* **Duplication chances by stockiest**
* **Existing infrastructure is very old and is need to be replaced.**
* **Policy changes of the state and central govt: regarding sand mining may affect the production**
* **Mining policy of central and state government can allow small time entrants to the sector**
* **The plant is more than 20 years old and will need renewal and replacement. The chances of break downs in the future are very high.**
* **Chances of it being privatised in future**
* **The cost of production will be higher due to price for raw materials like petroleum coke, burning oil, LPG will grow higher in future**
* **Inherent disadvantage of state level public sector organizations in operating in global markets.**
* **Trade unions resistance to change will cause a barrier to bring about necessary changes in future**
* **Allowing private parties to mine on a large scale may be possible in future .This will result in over exploitation of natural resources and also have foreign competitors to market their product at cheaper rate**

**CUSTOMERS OF KMML**

1. **Kemo corporation**
2. **Asian paints**
3. **Nerolac paints**
4. **Shalimar paints**
5. **Indian chemistry industry**
6. **Berger paints**
7. **Johnson and Nicolson**
8. **Ganware paints**
9. **Sree Narayana agencies.**
10. **Clamic solvents**
11. **Manorama sales corporation**
12. **Surya Colom Chem**
13. **Titanium Technologies**
14. **Freedom Enterprises**
15. **Chemical de international**
16. **Sree Karthikeya enterprises**
17. **Indigo paint private limited**
18. **Hamon paint and coatings**
19. **Kyokuyo Camolin**
20. **Tamil Nadu state corporation**
21. **Synthochem private limited**
22. **Dearer laboratories**
23. **Indian oil corporation**
24. **M S N Y K Services**
25. **Polygel industry**
26. **OM Titanates**

**Other industries**

* + 1. **Rubber industries**
    2. **Paper industries**
    3. **Printing industries**
    4. **Textiles manufacturing**

**VISION OF KMML**

**“Be a world class product of mineral sand-based value-added product”**

**MISSION OF KMML**

**1.To become the nodal agency for promoting and establishing mineral based industries in the state to ensure value addition and effective and controlled exploitation of the mineral reserve.**

**2.To develop adequate supply base for the services and utility for development of the mineral based industry**

**3.Tobcreate more awareness about corporate social responsibilities for chemical industries in the state**

**4.To become the leader in controlling Green House Gas emission so as to promote the concept of Green House.**

**OBJECTIVES OF KMML**

* **Optimum utilization of mineral wealth found along the sea coast of KOLLAM-ALAPPUZHA districts**
* **To manufacture value added product like titanium dioxide and titanium metal through chloride route technology**
* **To carry on business of mining minerals metals of any nature of processing, producing, cleaning, refining, using and declining in titanium tetra chloride, ilmenite, Monazite, Sillimanites, Zircon, Leucoxene, Rutile, Titanium Sponge etc…or other compound s derivation alloys and aided chemicals**
* **Large scale generation of employment in state in general**
* **To exploit the mineral wealth abundantly available in the coastal belt**
* **Overall growth and development of the local area in particular and the state in the general**

**FUNCTIONAL DEPARTMENTS**

**The Kerala Minerals and Metals Ltd, having a number of functional departments which are functioning as an integrated unit for achieving the overall organisational objectives. It has two units via, TIO2 pigment unit, Mineral separation unit and Titanium sponge unit. The organisation structure consist of Managing Director, assisted by two general managers .There are joint General Managers ,Deputy GMs, Asst. GMs and managers in various departments in the company .The plant functions round the clock and the production process is arranged in four shifts ,A,B and C and general shift, each with 8 hours durations .The administration wing functions in general shift from 9 am to5pm.The company has also provided a subsidized canteen in the premises as per the Factories Act .The many other activities of the plant like the catalytic processes to the production process are also divided into many departments.**

**MANAGEMENT**

**The managing director is the chief executive head of the organisation. He is responsible for the effective performance of the company on one hand and the Board of Directors on the other. There is a GM to assist the MD in administrating the company activity and to coordinate activities between various departments of the company.**

**FUNCTIONAL DEPARTMENTS IN KMML**

* **Personal and Administration Department**
* **Finance department**
* **Production department**
* **Marketing Department**
* **Materials Department**
* **Fire and Safety Department**
* **Maintenance Department**
* **Research And Development**
* **Data processing Department**
* **Technical Department**
* **Project Department**
* **Commercial**
* **Quality control**
* **Stores**
* **Mining**

**The manufacturing process is divided in to five unite such as:**

1. **Ilmenite Beneficiation Plant (IBP)**
2. **Acid Regeneration Plant (ARP)**
3. **Units 200**
4. **Units 300**
5. **Units 400**
6. **Tickle Purification Plant (TPP)**

**The other activities of the plant as a catalytic process are also divided in too many unit /Depts and they are.**

* **Utility Plant**
* **Central Mechanical Repair Shop (CMRS)**
* **Electrical repair shop (ERS)**
* **Instrument repair shop**
* **Research and Development(R&D)**
* **Marketing**
* **Plant Technical Services (PTS)**
* **Material Department**
* **Finance Department**
* **Personnel Administrative department**
* **Projects**
* **Mineral Separation Unit (M S Unit)**
* **Personnel and Administrative Department**
* **Projects**
* **Mineral separation unit (M S Unit)**

**PERSONNEL AND ADMINISTRATIVE DEPARTMENT**

**Human resource is one of the most valuable resources as far as a company is concerned. An organisation is a human grouping in which work is done for the accomplishing of some specific goals or mission. The management of man is very important and challenging job, because it is not managing men but of administrating a social system. The proper utilization of the resources will indicate whether a company in successful or not. But managing this resource is complex one especially in a state like Kerala where unionism is strongly impacted in the mind of the workers. But the story of the KMML lays in the personal and administrative department`s ability to properly the human resources. This department plays a prominent role in the day-to-day affairs of the company.**

**FUNCTIONS**

* **Man Power Planning**
* **Recruitment and Selection**
* **Grievance handling procedure**
* **Labour welfare activity**
* **Industrial relations**
* **ComplianceofLabourlaws**
* **Communication with government**

**HUMAN RESOURCES**

**KMML stands for its total quality culture in terms of people, products, services, work place safety, energy and environment. The company is fully equipped to train manpower at manufacture to marketing. The emphasis is to attract, nurture and train the best human resources in the industry. The company`s biggest asset is its human resource quality.  
with a 20000 plus workforce, we have a full-fledged Human Resource Development (HRD)department that focuses on regular training and refresher courses for skill betterment and personality development and also to inculcate quality consciousness and safety awareness.**

**We are committed to training and retaining the best of Human Resources from the world over, building capabilities in the organisation across boundaries in the mining sector.**

**The company`s HR Strategy and Policy look to achieve optimum productivity through best use of the human and technology potential. Fulfilling the company`s vision to become a world class organisation for mining and mineral separation.**

**To reduce the paucity of professionals arising due to higher capacity utilization retirement ,expansion and modernization. This is achieved by devising a program of inducting qualified technocrats and management professionals at multiple levels.**

**To ensure smooth technology transitions, a series of human resource training programmes and familiarisation regiments are conducted regularly.**

**RECRUITMENT AND SELECTION PROCESS IN KMML**

**KMML is India’s first and only manufacturer of Rutile Grade Titanium Dioxide by chloride process. The chloride process** produces TiO2products by reacting titanium ores with chlorine gas. Beneficial Ilmenite (BI) is the raw material for the pigment production plant.

KMMLis a public sector enterprise undertaken by government ofKerala. Many peoples work here in different departments. Recruitment and selection process conducted through the public service examination and contract basis. KMML regularly conducts recruitment drives to attract talented individuals who can contribute to the company’s growth and success. The recruitment process is designed to identify candidates with the right skills, qualifications, and attitude to excel in their respective roles. KMML offers a wide range of job positions across different departments, including mining, production, engineering, finance, human resources, and [marketing](https://www.mysarkarinaukri.com/find/marketing-jobs).

Recruitment and selection process are vital practices for human resource management. Recruitment proceeds selection assist in selecting a right candidate for the right job. Recruitment makes in acquiring the number and the types of people necessary to make sure continued operations of the hiring organizations. Every company needs to ensure of recruitment and selection in the near beginning period and supplementary manpower needed of development of business.

Selection is the second step in the process of manpower planning. selection is the procedure of choosing the suitable candidate ,which matches the candidate skills and the job requirement .selection process will be prolonged one for large organizations and will be wider for manufacturing organizations and it differs from industry to industry .There are many factors that are to be measured while selecting a candidate those are like group discussions, employment environment ,recommendation back ground interviews ,medical test and etc.

RECRUITMENT PROCESS

The recruitment and selection is the major function of the human resource department. Recruitment process is the first step towards creating the competitive

Strength and the strategic advantage for the organisations an ideal recruitment programme, individual responsible for the recruitment process must know how many and what types of employees are needed ,where and how to look for individual with the appropriate qualifications and interests, what inducement to use or to avoid for various types of applicant groups ,how to distinguish applicant who are un qualified from those who have reasonable chance of success and how to evaluate their work .Recruitment process involves a systematic procedure from sourcing the candidate to arranging and conducting the interviews and requires many resources and time .

A METHOD OF ASSESSING THE RECRUITMENT PROGRAMME

RECRUITMENT POLICY

**INTERNAL AND EXTERNAL**

DEVELOPMENT OF SOURCE OF RECRUITMENT

TECHNIQU USED TO TAP THERE SOURCES

RECRUITMENT ORGANAISATION

**Recruitment can be classified in to two categories**

**Internal recruitments**

**internal sources of recruitment consist of personnel already working in the enterprises .Many organisations fill job vacancies through promotions and transfer of existing staff and it also refers to filling open job with the current employees of the organisation .It is a process designed to sufficient interest among the current employees to cause them to formally indicate an interest .I a given position .The position applied for may represent a promotion ,transfer or even demotions in the organisation .**

**internal sources Present Employee**

**Employee referrals**

**Former employees**

**Merits of Internal sources**

1. **It keeps employees happy and in high morale**
2. **It create a sense of security among employees**
3. **Employees know that they stand the chance of promossion to higher positions .**
4. **Internal recruitment ensures continuity of employment and organisational stability**
5. **Prospectus of transfer to new posts inspire employees to keep on adding to their knowledge and experience which leads**

**External recruitment**

**Recruitment process in KMML**

The Kerala State Government owns Kerala Minerals & Metals Limited (KMML). Every year, the KMML conducts KMML Recruitment to fill the numerous open positions. On the KMML website's official page, applicants can complete the online application form .

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DATAANALYSIS AND INTERPRETATION

Kerala minerals and metals LTD recruitment have invited applications In different fields of work. interested and eligible applicant can apply for KMML. Recruitment application through the prescribed application format on or before 01 march

Table 3.1

|  |  |  |
| --- | --- | --- |
| Response | Number of response | Percentage |
| 0-5 | 5 | 8.3 |
| 5-10 | 10 | 16 |
| 10-15 | 20 | 33.3 |
| 15 above | 25 | 41.6 |
| Total | 60 | 99.2 |

INTERPRETATION

70 Out of employee 50% agrees working experience is used from more than 10 years,5 to 10 years experienced employees 10, 2to 5 years experienced employees to 10

Table no 3.2

|  |  |  |
| --- | --- | --- |
| RESPONSE | NUMBER OF RESPONSE | PERCENTAGE |
|  | 5 | 7.14 |
| satisfied | 15 | 21.43 |
| Moderate | 20 | 28.57 |
| dissatisfied | 30 | 42.86 |
| Highly dissatisfied | 0 | 0 |
| TOTAL | 70 | 100 |

INTERPRETATION

Out of 70 employees 7.14%are highly satisfied, satisfied employee 21.43%, moderately satisfied employee28.57%, dissatisfied employee 42.86%