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#### **Reflection No. 4: Manpower and Coordination**

On September 25, 2025, Group 4 of BET-CPET 3B presented their report on Human Resource Planning and related topics such as Recruitment and Selection, Training and Development, Performance Appraisal, Employment Decisions and Separation, Health and Safety, Sustainability, and Communication. Just like the previous reports, their discussion showed me that Engineering Management is both theory and practice. These concepts may look like textbook definitions at first, but I realized that they actually mirror experiences we already go through in school, in organizations, and even in personal life.

The report began with Human Resource Planning (HRP). They explained it as the process of determining how many people are needed in a company and ensuring that the right person is hired for the right job. The steps of HRP—analyzing labor supply, forecasting labor demand, balancing them, and finally developing and implementing a plan—reminded me of how we divide tasks during group activities. For example, when we see that one person is already doing too much, we “forecast” that more help is needed, and we assign roles to balance the workload. This made me realize that HRP is not just something companies do but also something we unconsciously practice whenever we plan manpower for small tasks.

Next was Recruitment and Selection. Recruitment is getting the employees, while selection refers to who gets the job. I found this interesting because it reminded me of when groups are formed. Many classmates might volunteer, but eventually we choose the ones who can best fulfill the task. They also explained induction and orientation, which are ways of welcoming new employees into a company. This made me think of how we welcome classmates or members in a student organization or simply an academic group on subject groupings. Before they can contribute, they need to know the standards and our expectations.

Training and Development was another major part of their report. From the group who reported, it was defined as non-stop learning in order to develop the skills needed given a job. The group actually showed the processes behind this. Identifying needs, setting goals, selecting methods, conducting training, evaluating, and monitoring. These showed me how crucial this process is. But at the same time, I realized that as students, we are actually already undergoing these processes. Each project, activity, or even mistake becomes part of our growth. What struck me most is that training is not just for beginners but continues throughout one’s career, which is something I know will apply to me as a future engineer.

Performance Appraisal was also highlighted, and here I saw how it benefits both the organization and the employee. Organizations get ideas in their workforce, while employees know where their status and how they can improve in their job. The group showed different methods such as graphic rating scales, critical incidents, management by objectives, 360-degree feedback, and self-appraisal—were interesting because they showed how all of these can come in different point of views. I connected this to my college experience. Sometimes we get evaluated through exams (like a rating scale), sometimes through feedback from instructors (like 360-degree feedback), and sometimes we evaluate ourselves by reflecting on what we did right or wrong.

Employment decisions and separation were also discussed. The group showed that the following are hiring, promotion, transfer, compensation, and disciplinary actions, while separation includes termination, resignation, retirement, and furloughs. This part reminded me that management is not only about improving employees but also about making tough decisions especially when needed. The presentation reminded me that responsibility is an important value because such decisions affect real people's lives.

Towards the end, Group 4 discussed about Health, Safety, Sustainability, and Communication. I appreciated this because it gave importance to the fact that organizations are not only about efficiency but also about everyone's well-being. Employees who are supported will always do better. Communication was also given importance, and Group 4 also explained its different functions. Information, social interaction, motivation, regulation, and emotional support. They also talked about the process and barriers. Listening to this made me reflect on how many misunderstandings happen simply because communication fails. Overcoming barriers like language or even personal traits is necessary for trust and teamwork.

As I reflect on Group 4's report, I realized that Human Resource Management is not just for HR departments but for anyone who works with people. Planning, recruiting, training, evaluating, making decisions, and communicating, these are all things we already practice in small ways. The difference is that in a company, the stakes are higher, and the methods are more formal. What I will take away from this is that management is not only about strategies and systems but about people. Whether it is in a classroom activity, an organization, or eventually in my profession, these lessons will guide me in becoming a better decision-maker and future engineer manager.