

Content

Unit 1 Introduction of Human Resources in Public Sector

1.1	Evolution of Human Resource Management in Public Sector	8	
1.1.1	Public Administration in Nepalese Context	10	
1.1.2	Global Workforce of this Generation	19	
1.2	Classification System (Traditional Concept and New Trends).....	24	
1.2.1	Models of Human Resource Management	29	
1.2.2	Nepalese Companies and HRM	45	
1.2.3	Mergers and Acquisitions	63	
1.2.4	Human Resource Management Challenges in Health Sector of Nepal		67
1.2.5	History of Human Resource Management of Nepal	68	
1.2.6	Study of Human Resource Management of Different Countries		78
1.2.7	Scenario of Human Resource Management of SAARC	84	
1.2.8	Federal State System, their Types, History, Pros and cons.....	93	
1.2.9	The Federal System of Government of Nepal and Scenario of Bureaucrats Activities	101	
1.3	Organization for Personnel Functions	116	

Unit 2 Acquisition of Human Resources

2.1	Human Resource Planning	123	
2.2	Job Analysis, Description and Evaluation	125	
2.2.1	Job Analysis	125	
2.2.2	Job Description	129	
2.2.3	Job Evaluation	133	
2.2.4	Job Design	134	
2.3	Recruitment, Selection and Placement	141	
2.3.1	Recruitment, Selection and Placement Method of Civil Service Staffs in Nepal	149	
2.3.2	Functions of SAARC Civil/Public Service Commission	154	

Unit 3	Development of Human Resources	
3.1	Socialization	170
3.1.1	Sociology of Organizations	194
3.2	Employee Training -Training Cycle	206
3.3	Career System	227
3.3.1	Organizational System	234
3.3.2	Organizational Structure	237

Unit 4	Maintenance of Human Resources	
4.1	Compensation	240
4.2	Benefits and Service Conditions	242
4.3	Safety and Health	256
4.3.1	Scenario of Safety and Health Conditions in Developing and Developed Countries.....	258
4.3.2	Workplace Hazards	263

Unit 5	Employees Right and Obligation	
5.1	Conduct and Discipline	266
5.2	Employees Rights to Association	271
5.3	Grievance Handling	274
5.4	Collective Bargaining	276

Unit 6	Challenges in Public Sector HRM	
6.1	Strategic Human Resources Management	281
6.2	Inclusive Democracy: Gender Mainstreaming	284
6.2.1	Gender Mainstreaming	292
6.3	Representation of Ethnic and Marginalized Community	303

Unit 7	Diversity Management and Performance Management	
7.1	Diversity Management	315
7.2	Performance Management	325
7.2.1	Performance Appraisal in Nepal	333
	Bibliography	337
	Index	363