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| **SESSION** | **MARCH 2023** |
| **PROGRAM** | **MASTER of business administration (MBA)** |
| **SEMESTER** | **III** |
| **course CODE & NAME** | **DHRM304- HR Audit** |
| **CREDITS** | **4** |
| **nUMBER OF ASSIGNMENTS & Marks** | **02****30 Marks each** |

**Assignment Set – 1**

**1. Elucidate upon components of HRD audit.**

**Ans 1.**

**Components of human resource development audit**

For understanding the HRD audit as conducted in different organisations, you should be well-acquainted with the different components of HRD audit. Look at Figure 1 to identify the components of HRD audit.

**Components of HRD Audit**

The HRD audit is divided into three components:

Organisation and Administration of Human Resource

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**2. What are the various approaches to HR audit?**

**Ans 2.**

HR audit is a systematic and comprehensive assessment of an organization's human resources practices, policies, and procedures. It helps identify areas of strength and weakness within the HR function and ensures compliance with legal and regulatory requirements. There are several approaches to conducting an HR audit,

**3. How can HR Audit help in Employee Relations and Team Building? Explain.**

**Ans 3.**

HR audit can play a significant role in improving employee relations and team building within an organization. Here's how it can help:

**Identifying areas of improvement:** HR audits involve a comprehensive review of HR policies, procedures, and practices. By conducting an audit, HR professionals can identify

**Assignment Set – 2**

**1. What does Human Resource Audit Cover?**

**Ans 1.**

A Human Resource (HR) audit is a comprehensive evaluation of an organization's HR policies, practices, procedures, and systems. It aims to assess the effectiveness, efficiency, and compliance of HR functions within the organization.

HR audit covers areas of assessment such as sensing the requirement of a new hire for

**2. What are the different types of competencies? Explain with examples.**

**Ans 2.**

Competencies are the knowledge, skills, abilities, and behaviors that individuals possess and demonstrate in various domains. They are often categorized into different types based on their nature and application. Here are some common types of competencies:

**Technical Competencies:** These competencies relate to specific knowledge and skills

**3. What are challenges in valuation of human resources? Discuss.**

**Ans 3.**

**Valuation of human resources**

The biggest challenge in HR audit is that of assigning monetary values to different dimensions of HR costs, investments and the worth of employees.

**The two main approaches usually employed for such valuation are:**

**1. The cost approach** which involves methods based on the costs incurred by the company, with regard to

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