



GUJARAT TECHNOLOGICAL UNIVERSITY

Syllabus for Master of Business Administration (Part-Time), 5th Semester

Subject Class: Sectoral _ Elective

Subject Name: Management of Industrial Relations and Labour Laws (MIRLL)

Subject Code: 4559993

With effective
from academic
year 2018-19

1. Learning Outcomes:

Learning Outcome Component	Learning Outcome
Business Environment and Domain Knowledge (BEDK)	<ul style="list-style-type: none"> Demonstrate knowledge, skill, aptitude and capable of analysing, undertaking research and initiating labour and welfare development.
Critical thinking, Business Analysis, Problem Solving and Innovative Solutions (CBPI)	<ul style="list-style-type: none"> Create innovative solutions in terms of grievance handling and labour management practices.
Global Exposure and Cross-Cultural Understanding (GECCU)	<ul style="list-style-type: none"> Insights into labour welfare practices across the world and evaluation of how change is needed as per the country
Social Responsiveness and Ethics (SRE)	<ul style="list-style-type: none"> Expertise in labour and welfare practices and administration.
Effective Communication (EC)	<ul style="list-style-type: none"> Effective communication of norms which are to be followed as mandated, to employees
Leadership and Teamwork (LT)	<ul style="list-style-type: none"> Develop team work among the labour and formulate collective bargaining techniques.

2. **Course Duration:** The course duration is of **40 sessions of 60 minutes each.**

3. Course Contents:

Module No:	Contents	No. of Sessions	70 Marks (External Evaluation)
I	<p>Labour Laws:</p> <ul style="list-style-type: none"> Nature and Need Objectives and Principles of Labour Laws Social Justice Fundamental Rights Directive Principles Judicial Activism and Labour Welfare in India Impact of Liberalization and Globalization Labour Policy of India <p>Labour Welfare:</p> <ul style="list-style-type: none"> Meaning, Definition, Scope Theories, Principle & Approaches Statutory & Non-Statutory labour welfare Intra Mural – Extra Mural Agencies of labour Welfare <ul style="list-style-type: none"> State, Employer, Trade Unions, Voluntary Agencies. <p>Industrial Employment Standing Order Act, 1946:</p> <ul style="list-style-type: none"> Introduction, Objectives Definitions Model Standing Orders Procedure for approval of standing orders, appeal, 	12	18



GUJARAT TECHNOLOGICAL UNIVERSITY

Syllabus for Master of Business Administration (Part-Time), 5th Semester

Subject Class: Sectoral _ Elective

Subject Name: Management of Industrial Relations and Labour Laws (MIRLL)

Subject Code: 4559993

With effective
from academic
year 2018-19

	<p>modification of standing orders, Certifying Officer, subsistence allowance</p> <ul style="list-style-type: none"> Offences and penalties 		
II	<p>Factories Act, 1948:</p> <ul style="list-style-type: none"> Objectives, definitions Provisions regarding <ul style="list-style-type: none"> Health, safety, Welfare of workers, hazardous processes, working hours, restriction on employment of women and children, annual leave with wages, offences and penalties <p>Contract Labor (Regulation & Abolition) Act, 1970:</p> <ul style="list-style-type: none"> Application, Establishments Definitions, jurisdiction of government Central and State advisory boards Registration of establishments and licensing of contractors Prohibition of employment of contract labor Welfare and health of contract labor Liabilities of the Principal employer Inspecting Staff, offences and penalties, etc. <p>The Child Labour (Prohibition and Regulation) Act, 1986:</p> <ul style="list-style-type: none"> Object and Scope; Definition; Prohibition of employment of children in certain occupations and processes Regulation of Conditions of Work of Children Weekly holidays Notice to Inspector; Maintenance of register; Display of notice Penalties 	8	18
III	<p>Apprentice Act, 1961:</p> <ul style="list-style-type: none"> Statements of objects Period of apprenticeship training Essential ingredient of contract of apprenticeship Registration of contract of apprenticeship Obligations of apprentices Hours of work, leave, violation of the act of an employee Termination of apprenticeship contract Stipend to the apprentices <p>Industrial Disputes Act, 1947:</p> <ul style="list-style-type: none"> Introduction, Objectives, Definitions Various Methods and Various Authorities under the Act for resolution of industrial disputes e.g. methods of 	10	17



GUJARAT TECHNOLOGICAL UNIVERSITY

Syllabus for Master of Business Administration (Part-Time), 5th Semester

Subject Class: Sectoral _ Elective

Subject Name: Management of Industrial Relations and Labour Laws (MIRLL)

Subject Code: 4559993

With effective
from academic
year 2018-19

	<p>conciliation, adjudication and voluntary arbitration, Authorities like Works Committee, Conciliation officer, Court of Enquiry, Labor Court, Industrial Tribunal, National Tribunal</p> <ul style="list-style-type: none"> • Provisions with respect to Strikes and Lockouts, Lay-off and retrenchment, Special provisions relating to lay-off, retrenchment and closure • Offences and penalties, unfair labor practices, etc. Important Supreme Court Cases on industry, workman, strikes, retrenchment. 		
IV	<p>Workers' Participation in Management:</p> <ul style="list-style-type: none"> • Concept, Objectives, evolution • Statutory and Non-Statutory Forms of WPM • Level of WPM • Assessment of WPM in India • Necessary conditions for effective working of WPM <p>Discipline:</p> <ul style="list-style-type: none"> • Meaning and definitions, Characteristics • Objectives of discipline • Code of Discipline <ul style="list-style-type: none"> ○ Disciplinary proceedings - procedure for disciplinary action - Misconduct - Charge sheet - service of charge sheet - power to suspend pending enquiry - procedure to conduct a Domestic Enquiry -Report of the enquiry officer - punishment intervention by a tribunal. <p>Grievance Handling:</p> <ul style="list-style-type: none"> • Meaning, definition, Causes • Importance of grievance handling • Formal Grievance handling mechanism <p>Sexual harassment of women in workplace:</p> <ul style="list-style-type: none"> • Nature of problem • Supreme Court's guidelines on this issue. 	10	17
V	<p>Practical: Student should study at least one of the above mentioned or related Industrial Law / Act as applied in any one Company / SME in above mentioned areas Students can make presentations on the major strikes which happened in India (Maruti, etc)</p>	---	(30 marks CEC)

4. Pedagogy:

- ICT enabled Classroom teaching
- Case study
- Practical / live assignment
- Interactive class room discussions



GUJARAT TECHNOLOGICAL UNIVERSITY

Syllabus for Master of Business Administration (Part-Time), 5th Semester

Subject Class: Sectoral _ Elective

Subject Name: Management of Industrial Relations and Labour Laws (MIRLL)

Subject Code: 4559993

With effective
from academic
year 2018-19

5. Evaluation:

Students shall be evaluated on the following components:

A	Internal Evaluation	(Internal Assessment- 50 Marks)
	• Continuous Evaluation Component	30 marks
	• Class Presence & Participation	10 marks
	• Quiz	10 marks
B	Mid-Semester examination	(Internal Assessment-30 Marks)
C	End –Semester Examination	(External Assessment-70 Marks)

6. Reference Books:

No.	Author	Name of the Book	Publisher	Year of Publication / Edition
1	P K Padhi	Labour and Industrial Laws	PHI	Latest Edition.
2	C S VenkataRatnam N.D.Kapoor	Industrial Relations Handbook of Industrial Law	Oxford Sultan Chand & Sons	Latest Edition
3	B D Singh	Industrial Relations and Labour Laws	Excel	Latest Edition
4	Mamoria	Dynamics of Industrial Relations	Himalaya	Latest Edition
5	SC Srivastava	Industrial Relations and Labour Laws	Vikas	Latest Edition
6	B D Singh	Industrial Relations- Emerging paradigms	Excel	Latest Edition
7	AM Sarma	Industrial Relations- Conceptual & legal framework	Himalaya	Latest Edition
8	G M Kothari,	A Study of Industrial Law	Wahdwa Publication	Latest Edition
9	H.L.Kumar	Laws Everyone should know+	Universal law Publishing.	Latest Edition.

Note: Wherever the standard books are not available for the topic appropriate print and online resources, journals and books published by different authors may be prescribed.

7. List of Journals/Periodicals/Magazines/Newspapers / Web resources, etc.

1. Journal of Management of Industrial Relations, Human Capital
2. e-bulletin : Available on ICSI website - www.icsi.edu
3. Chartered Secretary: The ICSI, New Delhi-110 003. (Monthly)
4. All India Reporter: All India Reporter Ltd., Congress Nagar, Nagpur D.O. Sethi J: Commentaries of Industrial Disputes Act, 1947. Vol., 1& 2, Law Publishing House, Allahabad. 6. K.D. Srivatsava : The Law of Industrial Disputes.
5. ILL.: Labour Law and Labour relations Cases and Materials, (Edited by Anand Prakash. S.C. Srivatsava, P. Kalpakam), N.M.Tripati Pvt. Ltd , Bombay



GUJARAT TECHNOLOGICAL UNIVERSITY

Syllabus for Master of Business Administration (Part-Time), 5th Semester

Subject Class: Sectoral _ Elective

Subject Name: Management of Industrial Relations and Labour Laws (MIRLL)

Subject Code: 4559993

With effective
from academic
year 2018-19

Articles Recommended:

- Recommended Readings Indian Institute of Personal Management:
- Personal Management in India. India Industrial of Management: Readers in Personal Management.
- Pigors and Sayles: Personnel Administration.
- Strauss and Sayles: Personal, Human problems of management Daver, R.S.: A Guide to Job Analysis, Basie, London.
- Boydell, T.E.: A Guide to Job Analysis, BACEL, London
- Ghosh, P.: Personal Management.
- Report of the national commission on Labor 1969 of Personal Management.
- Journal of Indian Institute of Personal Management, Calcutta
- Industrial Relation: Journal of the Shri Ram Institute of Industrial Relation, New Delhi. Indian Labour Journal,
- Central Labour Bureau, Simla. Kapoor, T.N.: Personal Management and Industrial Relation in India.
- Paradigm Shift of Industrial Relations In INDIA by Dr. Anupriyo Malik.