**HR**  **ACTIVITIES**

One aspect of getting the greatest contribution from human capital in an organization requires that a fit be made with how people are treated and the long-term effect on the company’s bottom-line. The way that happens is through HR activities that are based on research, best practices, and continuing enhancement of HR efforts. HRM can be thought of as seven interlinked activities taking place within organizations. Additionally, external forces- legal, economic, technological, global, environment, cultural/geographic, political and social- significantly affect HR activities and how they are designed, managed and changed. The HR activities are:

**1) Strategic HRM:**

As part of maintaining organizational competitiveness, HR effectiveness can be increased through the use of HR measurement and HR technology. Through HR planning, managers anticipate the future supply of and demand for employees. An additional strategic HR concern is the retention of employees.

**2) Equal Employment Opportunity:**

Compliance with equal employment opportunity (EEO) laws and regulations affects all other HR activities. The diversity of a workforce creates additional challenges. For instance, a company must have sufficient diversity to meet affirmative action requirements.

**3) Staffing:**

The aim of staffing is to provide a sufficient supply of qualified individuals to fill jobs in an organization. Job analysis lays the foundation for staffing by identifying what people do in their jobs. These analyses are used when recruiting applicants for job openings. The selection process is concerned with choosing qualified individuals to fill those jobs in the organization.

**4) Talent Management & Development:**

Beginning with the orientation of new employees, talent management and development includes different types of training. Also, HR development of employees and managers is necessary to prepare for future challenges. Career planning identifies paths and activities for individual employees as they move within the organization. Assessing how well employees perform their jobs is the focus of performance management.

**5) TotalRewards:**

Compensation in the form of pay incentives, benefits, rewards people for performing organizational work. To be competitive, employers develop and refine their basic compensation systems and may use variable pay programs such as gain sharing and productivity rewards. The rapid increase in the cost of benefits will continue to be a major issue for most employers.

**6) Risk Management & Workers Protection:**

Employers need to address an increasing number of workplace risks to ensure workers protection. For decades employers have had to meet legal requirements and be more responsive to concerns for workplace health and safety. Also, workplace security has grown in importance along with disaster and recovery planning.

**7) Employee & Labour Relations:**

The relationship between managers and their employees must be handled effectively. Employee rights and privacy issues must be addressed. It is important to develop, communicate, and update HR policies and procedures so that managers and employees alike know what is expected. In some organizations, union/management relations must be addressed as well.