



**KIRLOSKAR PNEUMATIC CO. LTD.**

Enriching Lives

## **HUMAN RESOURCE MANAGEMENT POLICY**

Kirloskar Pneumatic Co. Ltd. (KPCL) recognises its human resource as the most important stakeholder for its continued growth. Human resource management in KPCL shall strive to ensure continual organizational growth by nurturing the strengths of its employees and providing the environment and opportunity for every individual to raise his/her potential, identify and achieve his/her personal goals within the framework of organizational, societal and national objectives. It shall endeavor to uphold the dignity of individuals, by recognizing their contributions and making them feel proud partners in progress, through the following measures :

- 1) Ensure a high degree of selectivity in recruitment process of employees / trainees, explicitly on the criteria of their knowledge, skills and attitudes, to match the individual to the job.
- 2) Impart induction through classroom modules and shopfloor visits, so individuals are oriented with the company's mission, vision, values, policies, systems and processes.
- 3) Provide facilities for all round growth of individuals by training inside and outside the organization through knowledge, skill and attitude based programs. Groom every individual to raise his / her potential in all facets while contributing to attain higher organizational and personal goals.
- 4) Recognize contributions of employees in time and through appropriate recognition schemes, so as to maintain a high level of employee motivation and morale.
- 5) Build cross functional teams and promote team work as the primary instrument in all activities.
- 6) Appraisals will be based on measurable targets along with an effective performance dialogue. Promotions shall be ethical and impartial.
- 7) Contribute towards health and welfare of employees by promoting preventive health programs.

**Date : 16<sup>th</sup> June, 2003**  
**Revalidated on : 1<sup>st</sup> February, 2006**  
**Revalidated on : 1<sup>st</sup> July, 2010**  
**Revalidated on : 20<sup>th</sup> March, 2012**

  
**Aditya Kowshik**  
**Managing Director**