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- **Human Resource Planning (HRP)**

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- In simple words, HRP is the process of forecasting an organisation's future demand for and supply of the right type of people in the right number.


# Human Resource Planning

- According to Geisler, “Manpower planning (HRP) is the process – including forecasting, developing, implementing and controlling, by which a firm ensures that it has the right number of people and right kind of people, at the right place, at the right time, doing things for which they are economically most suitable”.

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- Decenzo and Robbins have defined HRP as  
“Specifically, human resource planning is the process by which an organisation ensures that it has the right number and kind of people, at the right place, at the right time, capable of effectively and efficiently completing those tasks that will help the organisation achieve its overall objectives”.

# Objectives / Importance of HRP

- HRP is of primary nature and it precedes all other HRM functions. Without HRP no other function can be undertaken in any meaningful way. HRP contributes in the following ways in managing resources in an organization.

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- 1. Prevent overstaffing and understaffing
  - 2. Foundation for personnel functions
  - 3. Ensure right employees
  - 4. Provides information for strategic planning
  - 5. High Cost of Investment in HR
  - 6. Coping with Changes
  - 7. Creating Involvement of Top Management in HRM

# **1. Prevent overstaffing and understaffing**

- Planning is significant in determining future personnel needs. Surplus or deficiency in staff strength is the result of the absence of or defective planning.

## **2. Foundation for personnel functions**

- HRP acts as a foundation for personnel functions by providing essential information for designing and implementing personnel functions, such as recruitment, selection, transfers, promotions, training and development.



# 3. Ensure right employees

- HRP ensure the organization has the right employees with the right skills in the right places at the right time.

## **4. Provides information for strategic planning**

- At the beginning of strategic planning HRP provides information in strategic formulation in terms of deciding whether the types and numbers of people are available to pursue a given strategy.


## **5. High Cost of Investment in HR**

- The cost of acquiring, developing and retaining personnel is increasing.

This increasing cost may be taken care of by proper HRP which provides the way for effective utilization of such talents.

## 6. Coping with Changes

- In the Indian and international business arena fast changes are taking place. Liberalization of economy has brought vast changes in India. At the international level there is growing global competition. Every organization is trying to compete on the basis of technology and managerial talents. In this war only those companies will survive which adopt a formal, meticulous HRP.

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- Change in technology has attached more premium to knowledge and skills resulting into surplus manpower in some areas and shortage in other areas. HRP helps in creating a balance in such a situation because manpower needs and availability could be identified much in advance.

## **7. Creating Involvement of Top Management in HRM**

- Systematic HRP forces top management of an organization to participate actively in total HRM functions, an area that has been neglected by most of the companies until recently.