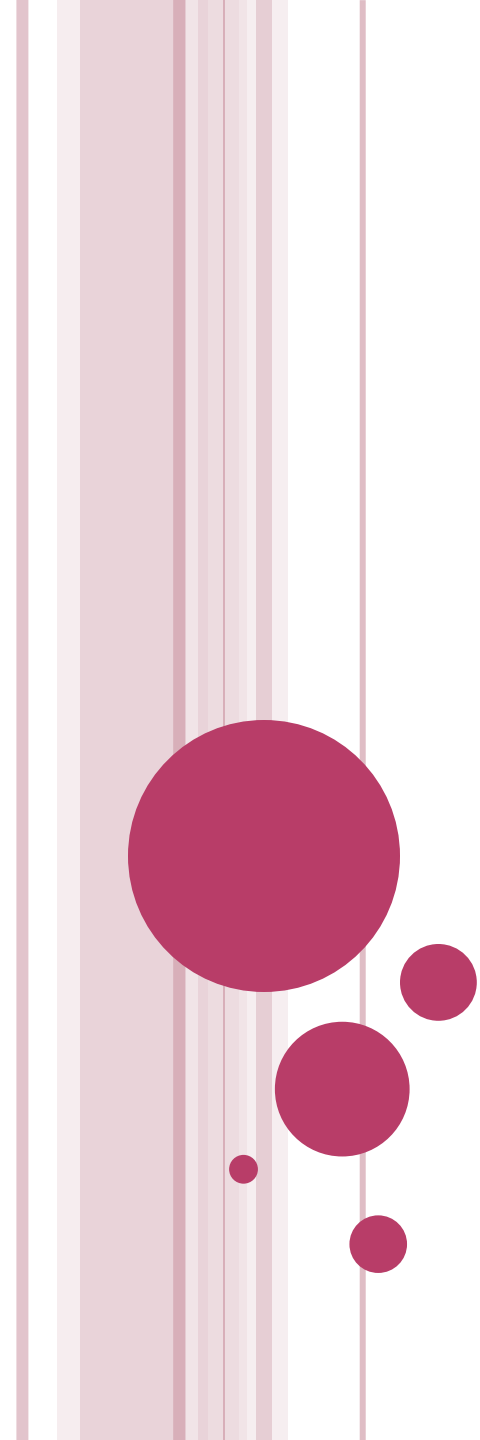


The left side of the slide features a series of vertical stripes in various shades of purple and magenta. Overlaid on these stripes are several solid-colored circles of different sizes, also in shades of purple and magenta, arranged in a vertical, slightly staggered pattern.

PRINCIPLES OF MANAGEMENT

CONCEPT OF PRINCIPLES OF MANAGEMENT

Principles of management are broad guidelines for decision-making and behavior of managers.

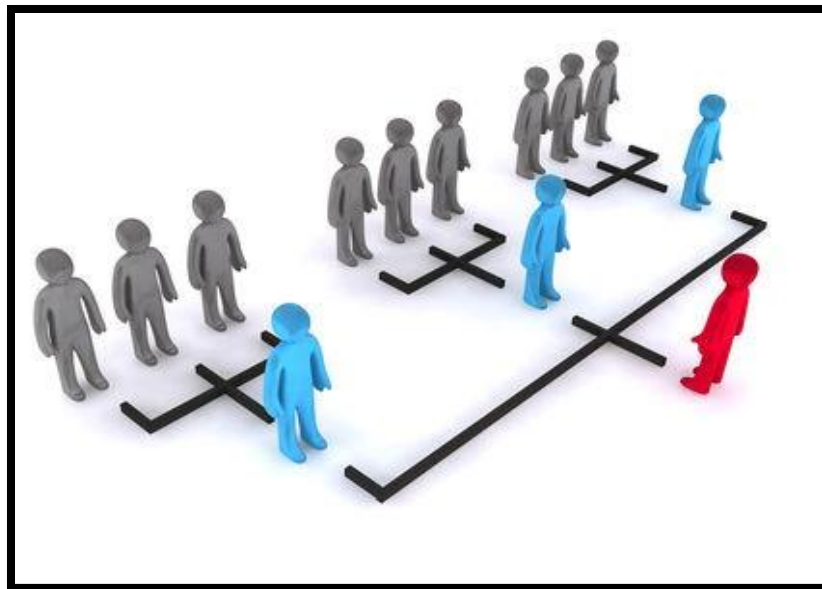


HENRI FAYOL's PRINCIPLES OF MANAGEMENT



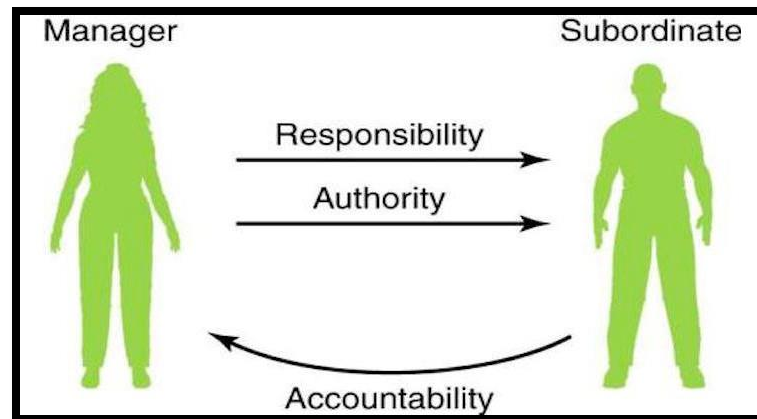
DIVISION OF WORK

According to this principle the entire work is divided into different tasks to different employees according to their skills and competence. When a person is performing a part of the whole job repeatedly, he will become an expert in doing so and his efficiency level will increase. It helps to avoid waste of time caused by change from one work to another.



AUTHORITY AND RESPONSIBILITY

Authority means power to order subordinates and expect obedience. Responsibility means obligation to carry out an assigned job on time. This principle suggest, that there should be parity or balance between authority and responsibility. Authority and responsibility are coexistent and should go hand in hand.



DISCIPLINE

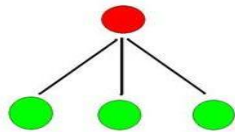
Discipline means obedience, respect of authority and complying with the rules and regulations of organisation. It is essential for smooth running of the organisation.



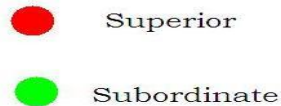
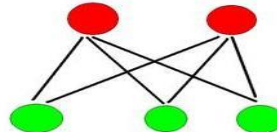
UNITY OF COMMAND

According to this principle a subordinate should receive order from only one superior at a time and that subordinate should be accountable only to that superior . Dual subordination should be avoided.

Right Approach

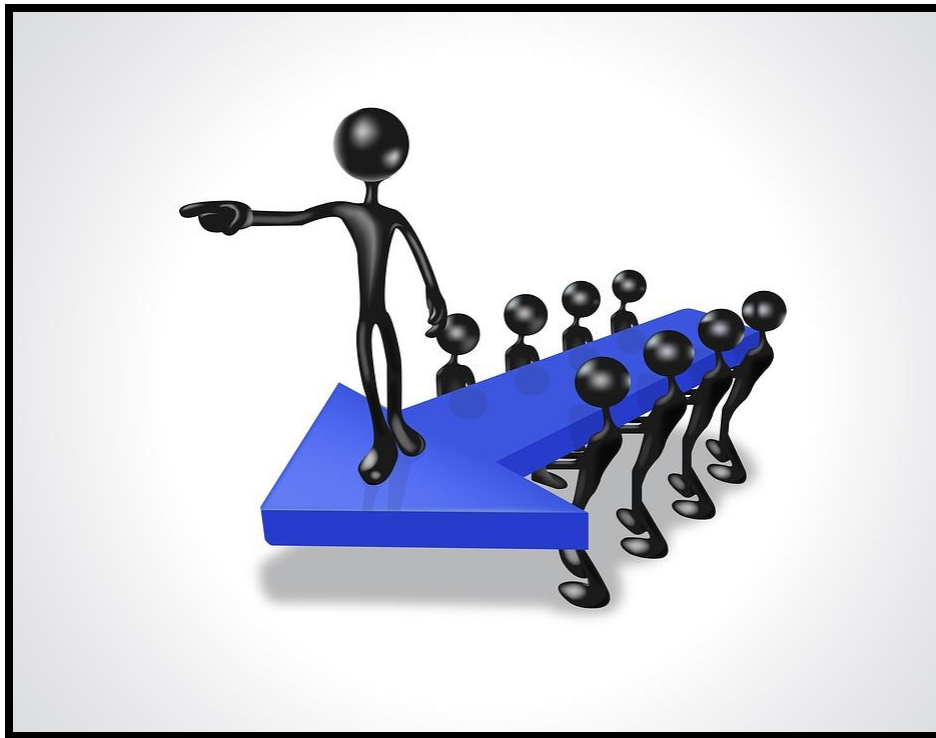


Wrong Approach



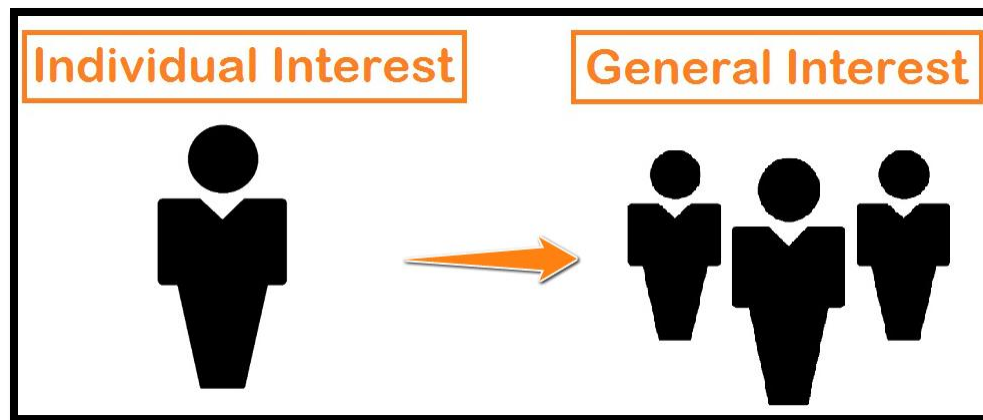
UNITY OF DIRECTION

This principle state that there should be one head one plan for a group of activities having the same objectives. All the units of an organisation should be moving towards the same objectives through coordinated and focused efforts.



SUBORDINATION OF INDIVIDUAL INTEREST TO GENERAL INTEREST

This principle calls for reconciliation of individual Interest with organisational goal. An organisation is superior to its individual employees. The interest of the organisation must be given priority over the interest of the individuals or employees.



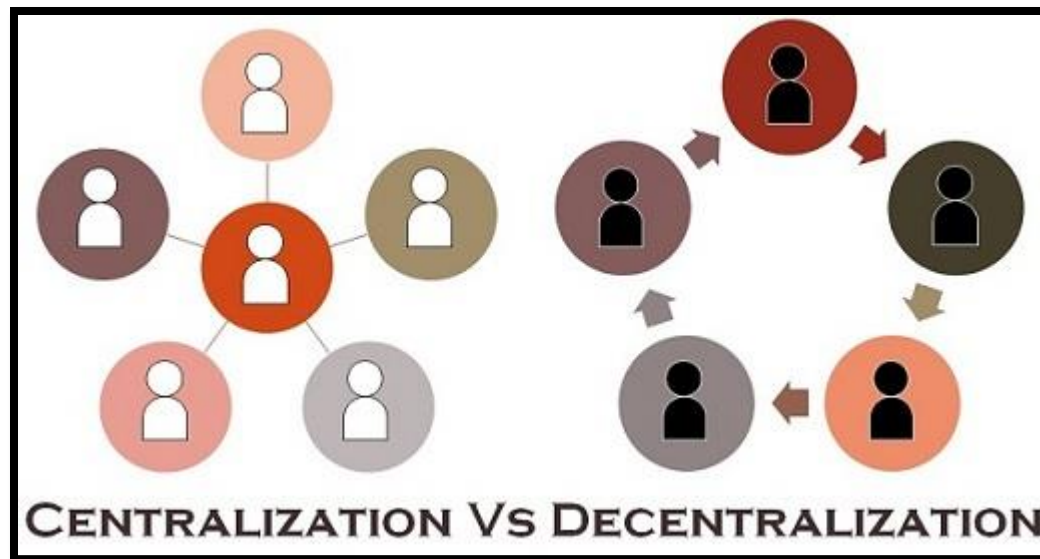
REMUNERATION

This principle states that the overall pay and compensation should be fair to both and employees and organisation. The employees should be paid higher fair wages, which should give them atleast a reasonable standard of living.



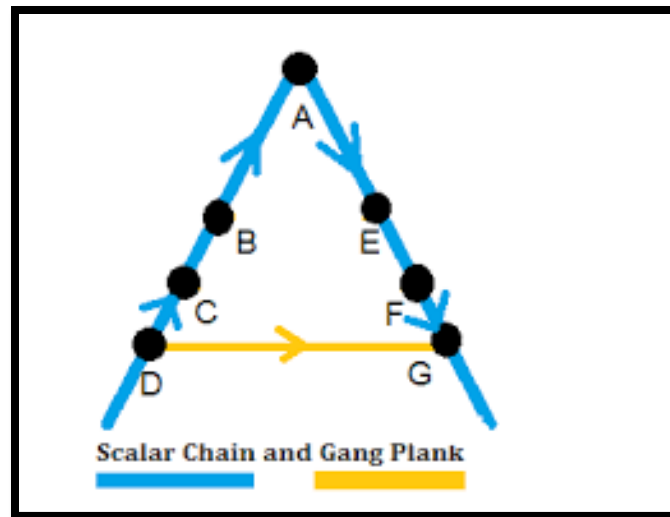
CENTRALISATION AND DECENTRALISATION

According to Fayol everything which increases the importance of subordinates role is decentralisation , everything which goes to reduce it is centralisation. Fayol suggests that an organisation should strive to achieve proper balance between centralisation and decentralisation.



SCALAR CHAIN

Scalar chain refers to the formal lines of authority or chain of superiors from highest to lowest rank. According to Henri Fayol, “Organisation should have a chain of authority and communication that runs from top to bottom and should be followed by managers and the subordinates.”



ORDER

His principle states that in an organisation there should be a place for everything and everyone should be at its right place. The principle of order is concerned with the proper arrangement of things and placement of people.



EQUITY

This principle suggests that managers should be fair and impartial while dealing with their subordinates.



STABILITY OF TENURE OF PERSONNEL

This principle states that management should remove the feeling of job insecurity from the minds of employees because if the job of a person is unsecure, he will be on lookout for job elsewhere and cannot contribute his/her maximum.



INITIATIVE

According to Fayol workers should be encouraged to develop and carry out their plans for improvement. Initiative means taking the first step with self- motivation.



ESPIRIT DE CORPS

A manager should replace the feeling of ‘I’ with ‘We’ in all his conversations with workers to foster team spirit. According to Fayol, “Management should promote a team spirit of unity and harmony among employees.”



THANK
YOU

