

ACMA Excellence Awards

Excellence in HR

Definitions and formulas

$$x^2 + \frac{b}{a}x + \left(\frac{b}{2a}\right)^2 = -\frac{c}{a} + \left(\frac{b}{2a}\right)^2$$

$$\left(x + \frac{b}{2a}\right)^2 = -\frac{c}{a} + \frac{b^2}{4a^2}$$

$$\left(x + \frac{b}{2a}\right)^2 = \frac{b^2 - 4ac}{4a^2}$$

ACMA

2020

Definitions / formulas for HR Category

1. Employee Satisfaction score (UOM = %) **Total Employee satisfaction score for that year out of 100%**
2. No of days lost due to IR issue (UOM = No. of days) **Total number of days lost in that year due to IR issues where production is lost**
3. No of Legal notices+ Court cases+ penalty (UOM =Nos.)
Total number of legal Notices , Court case and penalties in that year
4. No of suggestions implemented/ Employee/ Year (UOM = Nos)
Total number of suggestions implemented in that year
=-----
Total number of employees in that year
5. Days delayed in Labor agreement (UOM = Days) **Delay in days for labour agreement against plan**
6. How many employees covered under Health insurance scheme (UOM = %)
Total Employees Covered under Health insurance scheme in that year
=-----X 100
Total number of employees in that year
7. Amount spent on training as % sales (UOM = %)
Amount spent on training in that year
= -----x 100
Total sales in that year
8. Awards won by the company employees OR teams in industry competitions/ Sports/ quiz etc. (UOM= Nos) **Total number of awards won in these areas in that year**

Definitions / formulas for HR Category Contd....

9. Amount spent on CSR activates (UOM = Rs. Cr) **Total amount spent on CSR activities in that year**

10. Number of QC circles (UOM = Nos) **Total number of QC Circles active in that year**

11. Sales (Total :Domestic + Export + Aftermarket) (UOM = Rs. Cr) **Total sales for that year in Rs. Cr**

12. Manpower cost as % of sales (UOM = %)

Total Manpower cost in that year

=----- X 100

Total Sales in that Year

13. Attrition rate (UOM= %)

Total employees left company in that year

=-----x 100

Total employees in that year

14. Total Absenteeism (UOM =%)

Total absent man-hours for that year (Authorized + Unauthorized)

= ----- X 100

Total man hours for that year

15. Training Manhours/ man/ Year (UOM= Hrs)

Total training man-hours for all employees in that year

= -----

Total number of employees in that year

Definitions / formulas for HR Category Contd....

16. Number of Sr. Management & Union formal meetings (UOM = Nos) **Total Number of meeting conducted with UNION in that year**

17. Total employees (UOM = Nos) **Total Number of employees in that year of all categories**

18. Ratio of HR staff as % of total manpower (UOM = %)
HR staff in that year

=-----x 100

Total employees in that year

19. Overtime amount (UOM = Rs. Cr) **Total amount spent on overtime in that year**

20. Amount spent on employee welfare as % sales (UOM = %)

Amount Spent on Employee Welfare in that year

=-----x 100

Total sales in that year

21. How many employee's children are awarded for their achievements -sports, Education, scholarships (UOM = Nos.)

Total Number of employee's children awarded for these

22. Unauthorized absenteeism (UOM= %)

Total Unauthorized absent man-hours for that year

= ----- X 100

Total man hours for that year

Definitions / formulas for HR Category Contd....

23. HR Awards won (UOM = Nos) **Total HR Awards won in that year**

24. Accidents per year (UOM = Nos) **Total number of accidents in that year**

25. No of female Employees as % of total employees (UOM = %)

Total number of female employees in that year

=-----x 100

Total employees in that year