



**A RESEARCH PAPER ON “A STUDY OF EFFECTIVE IMPLEMENTATION OF  
TRAINING & DEVELOPMENT PROGRAM”**

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***Abstract***

*The game of economic competition has new rules. Firms should be fast and responsive. This requires responding to customer needs for quality, variety, convenience and timeliness. Meeting these new standards requires a workforce that is technically trained in all respects. This article is proposed to give an approach to one of the primary Human Resource function i.e. Training and Development being followed in ATRA Pharmaceuticals. Ltd, Pune*

*The company profile consist of the introduction of Atra Pharmaceuticals Ltd., how it is formed, what the Company is about, also it describes vision, mission, quality policy, HR Policy, Environment safety policy of a company. Review of literature is all about the views of different authors about the subject. It was taken from sources. Research is a systematic and logical study of an issue of a problem or a phenomenon through scientific method. The research was carried out by using primary and secondary data, for the purpose of data analysis. Analysis of the data is done as per the responses of the employees based on sample size. The overall satisfaction level was found out with the analysis of the data. The researcher has concluded the report on the basis of cost evaluation & the productive time saved.*

**Keywords:** *Training, Need Analysis, Budget, Post Training, Performance, Retraining, Trainer, Competence, Knowledge*

**Introduction:** The research is about Training and Development of employees. Human resource management is the management of employee's skill, knowledge abilities, talent, aptitude, creativity, ability etc. different terms are used for denoting Human Resource Management.

They are labour management, labour administration, labour management relationship, employee -employer relationship, industrial relationship, human capital management, human asset management etc. Though these terms can be used differently widely, the basic nature of distinction lies in the scope or coverage and evolutionary stage. In the field of HR management, Training and Development is the field concerned with organizational activities aimed at bettering the performance of individual or group in organizational setting. It has been known by several names including employee development, HRD, learning & Development.

#### **NEED of the study**

The major objectives of training are:

1. Improving employee performance,
2. Updating employee skills,
3. A voiding managerial obsolescence,
4. Preparing for promotion and managerial succession,
5. Satisfying personal growth needs.
6. Training needs are defined based on employees & organization's needs.

The training is identified based on the individualization and customer needs, with employees going in for pharmaceutical, technical training, and management development programs. In simple terms, training is understood as the process of learning sequence of programmed behavior. Mainly post-employment and on job training is given in training and development.

#### **STATEMENT OF THE PROBLEM**

I wanted to investigate to evaluate the impact of training and induction for employees of ATRA Pharmaceuticals. Ltd, Pune

This investigation helped me to gather answers for few of below aroused questions

1. Have you attended any training program?
2. Process of training of the employees is?
3. The training program is conducted in house or outside the organization?
4. How many employees are trained at a time?

5. Training environment is satisfactory or not?
6. Is training program fulfill the objective?
7. Has the training help to improve your on-the-job performance?
8. How do you find the skill of the trainer for giving training?
9. How did you find the Methodology/Techniques/Training aids used by the trainer?
10. Do you accept the training will enhance your competency and knowledge?
11. Do you think training program help you to become more efficient?
12. During the entire program the personal equation between trainee and trainer was?
13. Would you like to be trained online?
14. What personality traits did you develops after training?
15. Did higher level officers participated in the training programme and share their experience to make the training effective?
16. Did you get any opportunity to express your views during training programme?
17. Have you got promotion after training?
18. Do you find yourself more relaxed at the time of work after training?
19. Are you able to established better understanding with your colleagues, superiors and Subordinates after training?
20. Why do you feel the need for a training and development program?
21. Did you like the training program? Was it beneficial to you?
22. Was the trainer able to use the techniques and methodologies sufficient?
23. Was the course material suitable?
24. What do you think about the duration of the entire training program?
25. Do you think that the employee who receive training perform better?

#### **OBJECTIVES OF STUDY**

1. To Study the Training & Development Process in A TRA Pharmaceuticals. Ltd.
2. To study the enhancement of knowledge, abilities, skills of employees III A TRA Pharmaceuticals Ltd.

**SCOPE OF STUDY :** This research provides me with an opportunity to explore III the field of Human Resources. This research also provides the feedback or people involved III the I raining and development process Apart from that it would provide me a great deal of exposure to interact with the high profile managers of the company.

#### **RESEARCH METHODOLOGY:**

### **Research Instruments**

The research instrument used in my research was the Questionnaire.

Questionnaire was made by researcher as :

Analytical Tools: I used graphs and pie charts

Sampling design

I have collected the data from ATRA Pharmaceuticals Ltd, Pune.

Total Sample Size =20

As it involves the different 20 people from Store, QA, QC, Engineering, Production Department. After completion of Training Program of all employees I took the feedback through Questionnaire.

### **Sampling Procedure**

For the research methodology we had the sample size which is done with the help of Random Sampling Method.

### **SOURCES AND METHODS OF DATA COLLECTION**

Two types of methods adopted namely-

#### **Primary Method :**

Tool for collecting primary data are as follows:- Structured Questionnaire , Survey and Observation

#### **Secondary Method**

Under secondary method of data collection information & data from the following documentary sources have been generated: Different project works of company's employee Books, Website(ATRA)

### **MAIN FINDING**

1. Infrastructure of a Training room is very good.
2. Doubts of the trainees are resolved in simple terms.
3. Most of the employees feel that their performance has been improved because of training program.
4. Employees are satisfied with training aids or equipment's used during training.

### **SUGGESTIONS**

1. Training regarding soft skills and communication skills to be provided.
2. Training session should not be too lengthy.

**CONCLUSION:** Based on the study of training and development program in A TRA Pharmaceuticals. Ltd.

It can be concluded that-

1. Training and development program is well-effective.
2. Training and development program properly evaluate the training need identification of employee for knowledge, skills improvement to achieve the organizations goals.
3. Data analysis done after the training, all found Satisfactory.
4. It is clear that training and development activities are needed for employee's performance and organizational development.

Hence, the training and development program in ATRA Pharmaceuticals is well- effective, to improve knowledge, skills and abilities of an employee for improvement/development of an employee.

#### **Reference**

##### **Books Recommendation**

Ashwathappa, "Human Resource Management".

C.R. Kothari "Research Methodology"

##### **WEB SITES**

[www.google.com](http://www.google.com)

[www.wikipedia.com](http://www.wikipedia.com)

[www.atrapharma.com](http://www.atrapharma.com)