Project Report (17MBAPR407)

A study on Employee Turnover at Organica Aromatics Pvt. Ltd

BY

Charan R

1AY17MBA09

Submitted to

VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELAGAVI



In partial fulfillment of the requirements for the award of the degree of MASTER OF BUSINESS ADMINISTRATION

Under the guidance of

INTERNAL GUIDE Mahak Balani Assistant Professor Dept. of MBA. AIT, Bengaluru EXTERNAL GUIDE Govindaraj D V HR and Admin Organica Aromatics. Pvt. Ltd Dabaspet



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Acharya Institute of Technology
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March 2019





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CERTIFICATE

This is to certify that **Mr. Charan R** bearing USN:**1AY17MBA09** is a student of MBA at Acharya Institute of Technology, Bangalore has completed his Internship project entitled on "**A study on Employee turnover at Organica Aromatics Pvt. Ltd**" Dabaspet, KAIDB Industrial Area, Bangalore Rural – 562111 from **03-01-2019 to 16-02-2019**.

During his project work in our company, we found his character and conduct was good.

We wish his success in life and career.

Thanks & Regards,

For Organica Aromatics Pvt. Ltd.

Govindaraj D V

Manager - HR & Admin





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Manager - HR & Admin



DECLARATION

I, CHARAN R, hereby declare that the Project report entitled "Employee Turnover" at Organica Aromatics Pvt. Ltd KAIDB Industrial Area Dobaspet prepared by me under the guidance of Assistant professor Mahak Balani faculty of M.B.A Department, and external assistance by Govindaraj D V., HR and Admin at Organica Aromatics Pvt. Ltd. I also declare that this Project work is towards the partial fulfillment of the university Regulations for the award of degree of Master of Business Administration by Visvesvaraya Technological University, Belagavi. I have undergone a summer project for a period of Twelve weeks. I further declare that this Project is based on the original study undertaken by me and has not been submitted for the award of any degree/diploma from any other University /Institution.

Place: Bengaluru

Date: 05/04/2019

Signature of the student

chowan. R

ACKNOWLEDGEMENT

I wish to express my sincere thanks to our respected Principal, **Dr. Prakash M R**,

beloved Dean-Academics, Dr. Devarajaiah R M, and deep sense of gratitude to

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opportunity to do this wonderful Project in the esteemed organization, which

helped me to learn various concepts.

Finally, I express my sincere thanks to my Parents, Friends and all the Staff of

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Report.

Place: Bengaluru

Date: 05/04/2019

Charan R

USN:1AY17MBA09

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EXECUTIVE SUMMARY

The study on "Employee turnover at Organica Aromatics Pvt. Ltd" Dabaspet. Aromatics the name itself tells it is about the fragrant smell. Aromatics are named for their trademark fragrant smell. Organica aromatics it comes under the chemical industry it extracts the aromatics or fragrant from the natural products like flowers, fruits and vegetables etc. This company will sell their products to the varies companies for manufacturing the soaps, deodorants, shampoos, perfumes and cosmetics etc. Export the fragrant across the world in various markets.

The objective of the study the employees turnover, analyze effects and causes employees turnover at present situation.

This study has been undertaken by researcher as the project work for partial fulfillment of the MBA course. The objective of selecting this concept is to study the employee's turnover followed in the organization and to study how it effect on the satisfaction level of the employees. By the survey it can found employee turnover having direct impact on the employee's satisfaction and performance.

The sample size for the study was 50 respondents, the analyses of employee's turnover through a questionnaire comprising of scaled questions.

The study reveals that higher percentage of the employees accepted that the employee's turnover demotivates the employees towards work and organization and its effect on their performance level in the organization. Company should provide good benefits and facilities to their employees in order to decrease the employee's turnover in the organization.

CHAPTER 1 INTRODUCTION

1.1 INTRODUCTION ABOUT PROJECT REPORT:

The internship project was for 6 weeks carried out in Organica Aromatics Pvt. Ltd as per the requirement of MBA at Visveswaraya Technological University, Belgaum. The following report describes the actions carried out in the period of full time internship at Oraganica Aromatics Pvt. Ltd.

The project was undertaken to study how employee turnover reduce the productivity of the organization and employee satisfaction. This project is to study period of employees stay with the company & how often they change the company.

The main objective stands to understand the causes and suggest the strategies to reduce the employee turnover.

The internship project is on "Employee turnover". Before starting the internship at "Organica Aromatics Pvt. ltd" with little theoretical knowledge ,This internship has given practical exposure and has provided insight in to the problem of employee turnover. Internship is the essential aspect of the academic curriculum of MBA. It has an approach to link the gap between knowledge & its application through a series of involvement that will enable students of MBA program to increase vision & exposure to the industry.

1.2 INDUSTRY PROFILE:

INDIAN FLAVOR & FRAGRANCE INDUSTRY:

Indian flavor & fragrance industry is 1.3 billion USD segment. The flavor & fragrance industry in Indian is in rising stage to touch the sky. Industry is going high and doing great. As per the Ken research Indian flavor market is grown at a CAGR(compounded annual growth rate) of 9.19% in the fy 2010 – fy 2015. The market for fragrance is estimated to flourish at a significant CAGR of 15.2%.

Flavor & fragrance industry supports other industries like dairy, bakery, pharmaceutical, tobacco, beverages and other segments by supplying innovative flavors this market is growing in all segments. Dairy is the largest segment in the flavor market in India. This segment has generate huge revenue owing to greater demand of flavored milk particularly among town households.

In perfumery and fragrance industry India has always taken creative place by introducing new and creative fragrances to the market. The story of "Ittar" or "Attar" is as old as the Indian civilization. Familiarity of perfumery and important oil distillation and usage was very usually passed from generation to generations in ancient India.

The flavor & fragrance industry extract the flavor & fragrance from naturally available ingredients like important oils and oleo resins, fruits, leaves, barks of trees and several others and synthetic flavors formed in labs using food grade components.

Asia is one of the leading continent in the global chemical market followed by the North-America and Europe . India is playing a leading role in Asia. In India flavor & fragrance industry is in growing stage and also products are demanded across the world so it is an opportunity for the new entry companies to this industry.

ORIGIN OF THE INDUSTRY:-

Indian flavor & fragrance industry, though of comparatively recent origin, has progressed very fast and growing industry, at present amongst other industry, both in production and consumption but export is more than consumption. The approximate age of an Indian flavor and fragrance industry is 28 years and 48 years in Japan.

GROWTH OF THE INDUSTRY:-

The Indian flavour market is valued at \$ 1.02 billion in the 2016 and is expected to grow to \$ 1.02 billion in CY 2017 at a healthy growth rate of 10.2% which is growing fast ahead at 10% per annum. The main source of raw materials for flavours and fragrance industry is from agriculture. The Indian farmer works all year round to harvest the crops thereby ensuring fresh supply of fruit and vegetables to the companies. The growth rate for

agricultural produce is at CAGR of 4% to 6% and also depend ending on is monsoon. Only 10% of the freshly produce vegetables/ fruits are processed.

DEVELOPMENT OF THE INDUSTRY:-

Global flavour and fragrance industry was dominated or covered by the top 4 players in the market they are constituting greater than two-thirds of the market. The rest is shared among greater than 1,250 players.

- Givaudan flavours Pvt. Ltd
- IFF.(International flavours and fragrances)
- Firmenich Pvt. Ltd
- Symrise Pvt. Ltd.

Indian players include

- S H kelkar and company limited
- Ultra international Ltd.

The global Flavours & Fragrances houses also use India as a hub to service some of the South East Asian markets.

The industry is a kind of oligopoly, mainly occupied primarily by a handful of large names. Similar to the giants of the accounting realm, the F&F sector is led by a "big 4," which includes Givaudan, Firmenich, IFF, and Symrise.

Collectively, the largest players occupy at least 70% of the market. The rest of the industry is occupied with hundreds of small businesses, competing for position.

LEADING PLAYERS IN THE INDUSTRY:

The leading layers in the organized Flavor and fragrance industry are

- Husna flavours & fragrance Pvt. Ltd
- Aromatik Bangalore Pvt. Ltd
- Flavaoma Pvt. Ltd

- Creative aromatics Pvt. Ltd
- Monita flavors and fragrances Pvt. Ltd

FEATURE OF FLAVOUR AND FRAGRANCE INDUSTRY:

According to a survey available on the Internet, the flavour and fragrance industry in India will reach US \$ 1.6 billion by 2020. The Indian flavour and fragrance industry has shown an impressive growth rate, ie 14% growth per year, which should expected until 2020 is not very common for many industries. This is a change of dimension in the Indian flavour and fragrance industry. In the long run, this development is also fulfilled by the increase in urban population and the growing importance to improve lifestyles. In addition, the improved use of personal wellness products has increased demand for flavour and fragrance products from Tier 2 and Tier 3 cities. This not only encourages new entrants to enter the market, but it is also a wonderful landmark to be achieved in this industry.

COMPANY PROFILE

BACKGROUND OF ORGANICA AROMATICS PVT. LTD

Organica Aromatics Pvt. Ltd is one of the leading organization in the field of flavors and fragrance industry having an experience over 20 years.

Organica Aromatics Pvt. Ltd was established in the year 1999 and it is affiliated by the US based company i.e. Sabinsa corporation and Indian based company Semi labs. It was set up 12 yearsbefore at KIADB industrial area, Yedehalli village, No.5B & 40, Dabaspet, Nelamangala Taluk, Bangalore rural-562511 Tumkur road with an aim to serve the best quality organic aromatics or fragrances to various companies to produce their products like soaps, deodorants, shampoos, perfumes and cosmetics etc. Export the fragrant across the world in various markets.

In the year of 2015 the company was certified by **ISO 9001:2015** by **BUREAU VERITAS** (UK branch).

India's Ministry of Science and Technology recognized the R & D department's efforts in Organica Aromatics and received DSIR recognition in 2002.

Organica Aromatics received "KOSHER" Certification from Orthodox Union (OU) and all products are certified by KOSHER.

Organica Aromatics received Halal Certification from HALAL COMMITTEE –JUM and all products are certified Halal.

The organization have the production capacity of 170TPA units in total area of 2,50,000 Sq feet. All the products are certified by KOSHER and HALAL and All the facilities provided as per the guidelines and compliance with ISO 9001-2015.

The company have well equipped in hours Laboratory for testing of processes like Analysis of chemical baths, quality tests.

NATURE OF BUSINESS

Organica Aromatics Pvt. Ltd is a dedicated to provide the needs of the Flavors and Fragrance industry by developing good quality aromatic chemicals and perfumery compounds and marking its presence in national and international markets. To various companies to produce their products like soaps, deodorants, shampoos, perfumes and cosmetics etc.

1.3 PROMOTORS

There are four directors associated with Organica Aromatics Pvt. Ltd. They are

- I. Dr. Muhammed Majeed, Founder and Chairman
- II. Mr. Madhu Subramanian, Managing Director
- III. Dr. Rattan Sagar Sood, Joint Managing Director
- IV. Mr. V.G Nair, Director

1.4VISION, MISSION AND QUALITY POLICY

VISION:

"To promote growth and development by innovation, product development and quality to satisfy customers"

MISSION:

- To be a number one company in Indian market.
- To provide quality service to the customers.
- To become excellent competitive company.

QUALITY POLICY:

Quality has been a traditional with Organica Aromatics Pvt. Ltd. The aim is to satisfy the customers by providing quality products with on time delivery and continually improving our process. Organica Aromatics Pvt. Ltd focused on constant change of every of our exercises and supply the items that are complied with elevated expectations of planning, unwavering quality, practically as wanted by items.

1.6 PRODUCT PROFILE:

Products are classified in to two types and names as natural and synthetic

SYNTHETIC	NATURAL
Acetyl Iso Eugenol	Black Pepper Oil
Allyl Phenoxy Acetate	Ginger Oil
Alpha Damascone	Olibanum Oil
Benzyl Iso Eugenol	Resinoid Guggul
Beta Damascone	Turmeric Oil
Beta Galbutenone (Beta Dynascone)	
Cidalor (Oncidal)	
Cis-3-hexenyl Tiglate	
Citronellyl Tiglate	
Damascenone Tota	
Floranone (Iralia Total)	
Fruvertor (Herbavert)	
Geosmin	
Greenarome (Liffarome)	

Iris-OA (Boisiris)	
Iso Damascone	
Jorasmin Plus (Jasmopyran Forte)	
Karanaorg (Karanal)	
Kephalor (Kephalis)	
Melonorg (Melonal)	
Methoxy Melonal	
Methyl Ozone (Calone)	
Mohanol (Ebanol)	
Mugueflor (Florol)	
Oriental Ester	
Orspirane (Spiroxide)	
Phenyl Ethyl Tiglate	
Rionyl (Evernyl)	
Rosalia (Doremox)	
Safranal Pure	
Safranal Ultra Pure	
Sandafleur (Sandal Mysore Core)	
Sandanol (Bacdanol)	
Strawberone	
Supersantol (Polysantol)	
Tetrafloran (Tetrameran)	
Tridecenor (Brahmanol)	
Woodalor (Leavo Bacdanol)	

1.Acetyl Iso Eugenol

Type	Synthetic.
Chemical name	2-Methoxy-4-(E) -enylpheny.
Molecular formula	$C_{12} H_{14} O_{3.}$
Application(used in)	Flavors & Fragrances. Blends well with vanilla.
Appearance	White crystalline solid with characteristic odor.
Solubility	Soluble in alcohol.
Life time (expires)	12 months.
Odor	Sweet, Floral, Spicy, carnation notes.

2. Allyl Phenoxy Acetate

Type	Synthetic.
Chemical name	2-propenyl phenoxy acetate.
Molecular formula	$C_{11}H_{12}O_{3.}$
Application(used in)	Fragrance and flavor creations.
Appearance	Clear colorless liquid.
Solubility	Soluble in alcohol.
Life time (expires)	12 months.
Odor	Sweet, fresh honey, pineapple, chamomile notes.

3.Alpha Damascone

Type	Synthetic.
Chemical name	Trimethyl-2-cyclohexen-1-yl) -1-one.
Molecular formula	$C_{13}H_{20}O.$
Application(used in)	Rose perfumes and flavors.
Appearance	Colorless to pale yellow liquid.
Solubility	Soluble in alcohol.
Life time (expires)	24 months.
Odor	Fruity, Floral, Rose, Apple, Mint and
	Blackcurrant.

4. Geosmin

Type	Synthetic.
Chemical name	Octahydro-4,8a-dimethyl-4- naphthol.
Molecular formula	$C_{12}H_{22}O$.
Application(used in)	Fragrances to impart a powerful earthy odor.
Appearance	Colorless to pale yellow liquid.
Solubility	Soluble in alcohol, insoluble in water.
Life time (expires)	12 months.
Odor	Powerful fresh earthy odor.

5. Beta Damascone

Type	Synthetic.
Chemical name	(Trimethyl-1-cyclohexen-1-yl) -1-one.
Molecular formula	$C_{13}H_{20}O$.
Application(used in)	fragrances, tobacco flavors, cosmetics and food.
Appearance	Pale yellow liquid.
Solubility	Miscible in alcohol.
Life time (expires)	24 months.
Odor	Powerful amber note.

06.Black Pepper Oil

Type	Natural.	
Chemical name	Piper nigrum.	
Molecular formula	C ₁₇ H ₁₉ NO ₃	
Application(used in)	Flavor, Fragrance.	
Appearance	Colorless liquid.	
Solubility	Soluble in organic solvents.	
Life time (expires)	24 Months.	
Odor	Fresh, spicy-peppery smell	

07. Ginger Oil

Type	Natural.	
Chemical name	Oil from Zingiber Officinale	
Molecular formula	$C_{17}H_{26}O_4$	
Application(used in)	Foods, preservatives, medicines, personal care.	
Appearance	Pale yellow to Amber liquid.	
Solubility	Soluble in organic solvents.	
Life time (expires)	6 Months.	
Odor	Lemony-balsamic.	

08.Olibanum Oil

Type	Natural.	
Chemical name	Essential Oil from Boswellia serrata.	
Molecular formula	$C_{20}H_{32}O_4$	
Application(used in)	Aromatherapy, soaps, deodorants and hair gel.	
Appearance	Colorless to pale yellow liquid.	
Solubility	Soluble in organic solvents.	
Life time (expires)	24 Months.	
Odor	Balsamic, spicy, lemony odour.	

09. Resinoid Guggul

Type	Natural.
Chemical name	Hanbury FZE
Molecular formula	$C_6H_8O_7$
Application(used in)	Used as a fixative for perfumes.
Appearance	Yellowish brown viscous liquid.
Solubility	Soluble in organic solvents.
Life time (expires)	24 Months
Odor	Sweet dry balsamic, medicinal, diffusive.

10.Turmeric Oil

Type	Natural.	
Chemical name	Oil from Curcuma Longa.	
Molecular formula	$C_{21}H_{20}O_6$	
Application(used in)	Flavour, Fragrance.	
Appearance	Light pale yellow oily liquid.	
Solubility	Soluble in organic solvents.	
Life time (expires)	12 Months	
Odor	warm, spicy, slightly woody and turmeric aroma.	

OWNERSHIP PATTERN:

Office & factory	Office:	
	No. 19/1 & 19/2 1st main, 2nd phase ,Peenya industrial	
	area, Bangalore.	
	Factory:	
	No.5B & 40, KIADB industrial area, Yedehalli village,	
	Dabaspet, Nelamangala Taluk, Bangalore rural-562511.	
Constitution	Private limited company	
M.D	Mr. Madhu Subramanian	
Phone	8027735252, 8027735152.	
Web address	www.organicaaroma.com	
Timing	9 a.m. to 5 p.m.	
Year of establishment	1999	

CLIENTS:

The major clients of the company are namely,

- East India Pharmaceuticals, Kolkatta
- Sterling Lab Bangalore
- J.P. Distilleries Bangalore
- Karnataka Antibiotics
- Allen Homeo Product Hyderabad

AREA OF OPERATION:

Organica Aromatics Pvt. Ltd office located in Bengaluru and manufacturing unit located in Yedehalli Industrial. Area, Dabaspet. Its major clients are in the states mainly in Karnataka, Uttar Pradesh Maharashtra, Delhi, , Tamil Nadu, Gujarat and West Bengal in India.

Organica Aromatics is represented by its parent company Sabinsa in New Jersey, USA and Sabinsa Japan Corp. in Tokyo. As part of that international marketing.

1.6 INFRASTRUCTURE FACILITIES

The manufacturing unit of Organica Aromatics which is located in Dabaspet industrial area which is near to Bangalore to Mumbai highway so transportation facility become easier. The capacity of the production unit is 190TPA and is spread across over a area of 2250,000 Sq. feet. This facility is in compliance with ISO 9001-2015 guidelines and all products are certified by KOSHER and HALAL.

The manufacturing facility Organica Aromatics uses stainless steel reactors, hydrotreaters and glass reactors as centrifuges. There is also a high vacuum distillation system equipped with a special high vacuum pump with a booster. The distillation column is equipped with Sulzer packing to get better separation.

The manufacturing facility has "ATFE (AGITATED THIN FILM EVAPORATOR)" having an output capacity of 80 L / h. This state-of-the-art technology makes it possible to distill heat-sensitive products with excellent aroma profiles.

This multipurpose plant has the ability to carry out any of a variety of chemical reactions such as oxidation reactions, condensation reactions, high temperature hydrogenations. This production unit is supported by excellent analytical test equipment such as gas chromatography and GC mass spectrometers. The plant has DG backup, boiler, cooling plant and wastewater treatment plant to support production.

Manufacturing units is all around outfitted with hardware and that helps the association takes care of the requests of the customers.

The company has good transport facilities for supply and delivery of their output. The materials to be the company is committed for timely delivery and highlighted quality.

1.7 COMPETITORS INFORMATION:

The leading layers in the organized Flavor and fragrance industry are

- Husna flavours & fragrance Pvt. Ltd
- Aromatik Bangalore Pvt. Ltd
- Flavaoma Pvt. Ltd
- Creative aromatics Pvt. Ltd
- Monita flavours and fragrances Pvt. Ltd

Husna flavors & fragrance Pvt. Ltd:

Husna flavors & fragrance pvt ltd, was one of the oldest and major company in fragrance and flavors industry in the area of manufacturing flavors and fragrances since 1920. Husna is a family company now managed by the third generation of family members through these 7 decades they have established a strong presence in the perfumery market in India.

Aromatik Bangalore Pvt. Ltd:

Aromatik Bangalore pvt ltd, was one of the major company in fragrance and flavors industry in the area of manufacturing flavors and fragrances since 1954. Having 54 years experience this area. The main aim is to become one of the best and perfumery manufacturing in India.

Flavaoma Pvt. Ltd:

Flavaoma Pvt. Ltd. is one of the leading company in supply of flavors and fragrances. The company has 15 years of experience in manufacturing flavors and fragrances. The company was certified by ISO 9001 2008. The was located in the Peenya industrial area, Bangalore.

Monita flavours and fragrance Pvt. Ltd:

Monita flavours and fragrances Pvt. Ltd it is a private company. Which is located in no.17 abbaiah reddy layout, Kaggadasapura extn, raman, Karnataka, India situated in raman. It was founded in the year 2005. So, it has 13 experience in this industry.

1.8 SWOT ANALYSIS:

SWOT Analysis with reference to Organica Aromatics Pvt. Ltd

Strength:

Strength is the thing that an organization is great at doing or a characteristic that upgrades its

- Company is located in such a region where good framework is open.
- The company have modern equipment.
- Company focused on best quality items.
- Experienced Labor.
- Company meets delivery time which results in customer satisfaction.
- Customization of supplying as per customer expectation. Strong brand name.
- Time management.
- Strong distribution and innovative capabilities.
- High quality of the output.

Weakness:

Weakness is something that an organization needs or does inadequately or a condition that puts it off guard in the commercial centers.

- Employee turnover
- Yielding to customer pressure.
- Lower capacity of machine.
- Advertisement is weak.
- Less displaying of new products.

Opportunities:

Opportunities are a factor that shapes company's strategy.

- Customers want their product in machined condition so good chance to the company for expansion and are diversification.
- Company can improve good relationship with customers.
- To enter in to global market.
- Increasing the employment opportunities.
- Increase market share by improving the service.

Threats:

Components in an organization's outer surrounding posture dangers to its benefits and competitive prosperity.

- More competition
- High quality expectation from customers.
- Changes in government policies.
- Large number of new companies.
- High transportation cost.

1.9 FUTURE GROWTH AND PROSPECTS:

Organica Aromatics Pvt. Ltd. has gone for modernization expansion and diversification by improving the existing method of manufacturing and installation of an additional advanced technical equipment's. The company is involving in upgrading its manual machines completely with the advanced computerized machines. organization also planning for renovate the laboratory to international level.

organization also decided to concentrate more on research and devolopment for innovate new flavors and fragrance to market. On a brighter side, there is tremendous growth in flavors and fragrance industry.

1.10 ANALYSIS OF FINANCIAL STATEMENT

Balance sheet for the year ended 2016 to 2018 (Rs in lakhs)

	2018	2017	2016
EQUITIES AND LIABILITIES			
SHAREHOLDER'S FUNDS			
Equity Share Capital	237.60	237.60	237.60
Total Share Capital	237.60	237.60	237.60
Reserves and Surplus	4979.60	3773.40	2733.40
Total Reserves and Surplus	4979.60	3773.40	2733.40
Total Shareholders' Funds	5217.20	4011.00	2971.00
NON-CURRENT LIABILITIES			
Long Term Borrowings	1660.09	3321.90	3321.90
Deferred Tax Liabilities [Net]	14.90	122.90	102.80
Long Term Provisions	253.40	144.40	145.00
Total Non-Current Liabilities	1929.20	3589.20	3569.70

CURRENT LIABILITIES			
Short Term Borrowings	1661.00	0000	0000
Trade Payables	2221.30	1418.0	1248.00
Other Current Liabilities	925.60	1803.60	1271.10
Short Term Provisions	561.80	964.90	682.40
Total Current Liabilities	5369.70	4186.70	3201.50
Total Capital And Liabilities	1,2516.10	1,1786.90	9742.20
ASSETS			
NON-CURRENT ASSETS			
Tangible Assets	1853.30	1978.10	1702.50
Intangible Assets	488.90	487.30	451.30
Capital Work-In-Progress	29.10	28.10	48.60
Intangible Assets	305.40	177.20	205.4
Fixed Assets	2676.70	2670.70	2407.80
Non-Current Funds	1440.60	734.50	197.70
Long Term Loans And Advances	1005.90	1378.10	1763.60

Other Non-Current Assets	151.60	11.30	5.80
Total Non-Current Assets	5274.80	4794.60	4374.90
CURRENT ASSETS			
Inventories	55.30	51.80	39.50
Trade Receivables	3597.50	3189.80	2914.00
Cash And Cash Equivalents	2543.20	2870.50	1656.30
Short Term Loans And Advances	736.90	873.10	709.80
Other Current Assets	308.40	7.10	47.70
Total Current Assets	7241.30	6992.30	5367.30
Total Assets	1,2516.10	1,1786.90	9742.20

ANALYSIS OF FINANCIAL STATEMENT:

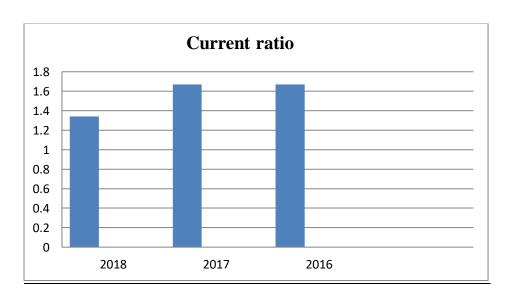
1. Current Ratio: It is ratio between the current assets and current liabilities. Current ratio helps to organization to identify the solvency and liquidity.

The current ratio is a liquidity ratio that measures the ability of an organization to pay short- and long-term debt.

Current ratio= Total current assets / **Total current liabilities**

Year	2018	2017	2016
Current ratio	1.41	1.61:1	1.61:1

Graph showing the current ratio:



Analysis and interpretation

The above table indications the current ratio for the year 2016 is 1.61:1 and it will remains same for the year 2017. And in the year 2018 it decreased to 1.41:1.

It shows the decreasing trend in the current ratio. We suggest that business is not placed to its debts.

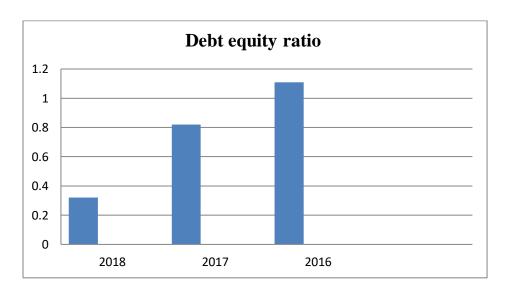
2. Debt equity ratio:

It is the ratio use to Measures organization financial leverage, calculated by separating an organization total liabilities by its equity stockholders. The debt equity percentage shows how much debt an organization is using to finance its assets comparative to the amount of value represented in equity shareholders.

Debt equity ratio= Debt / Equity

Year	2018	2017	2016
Debt equity ratio	0.42:1	0.92:1	1.22:1

Graph showing the debt equity ratio:



Analysis and Interpretation

The graph shows that in the year 2016 debt equity was 1.22:1, in 2017 it decreased to 0.92:1, and in the year 2018 it again decreased to 0.42:1.

The above graph shows that the debt equity ratio is decreasing order. And also showing the variation trend.

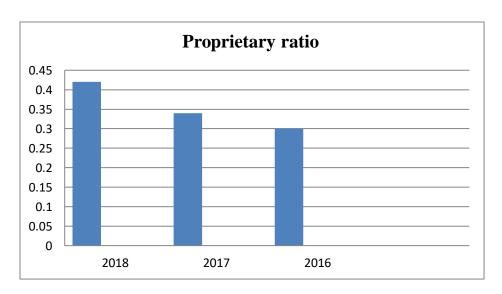
3. Proprietary ratio:

The proprietary ratio is between shareholders equity to total assets, & provides a rough estimate is the amount of capitalization presently used to support the business.

Proprietary ratio = Proprietary fund / Total assets

Year	2018	2017	2016
Proprietary ratio	0.52:1	0.49:1	0.41:1

Graph showing the proprietary ratio:



Analysis and Interpretation

In the year 2016 the proprietary ratio is 0.41:1, in 2017 it increasing to 0.49:1, And in the year 2018 it again increasing to 0.52:1.

This graph shows that the company proprietary ratio is fluctuating year by year, we can say that the company needs to improve to yield a better profit in the coming years.

CHAPTER 2

CONCEPTUAL BACKGROUND AND LITERATURE REVIEW

2.1 THEORETICAL BACKGROUNDOF THE STUDY INTRODUCTION TO EMPLOYEE TURNOVER:

Employee turnover is the rate at which employees are quit the organization in an annual basis. The ratio of number of employees replace in a particular time period to the common number of workers. In simple, when an employee leaves their position at their work place and need to be replaced.

Representative turnover is an amount, similar size of employees in an organization must replace in a specified period and stage to the standard sum of total representatives. In a human asset setting, turnover is the degree at which a business inflow and outflow of workers. Worker turnover can come from both the business and the representatives, many fundamentals undertake a part in the worker turnover in the organization, and example, compensation, organization welfares, representative involvement, and occupation performance are all variables that assume an important portion in representative turnover.

MEANING AND DEFINATION:

Employee turnover implies the number of employees leave an organization and are substituted by other new workers. Determining employee turnover is valuable to businesses that must toward expression at clarifications behind turnover or device the rate-to-agreement for expenditure purpose.

TYPES OF EMPLOYEE TURNOVER:

4 types of employee turnover:

- **Functional turnover:** In functional turnover the outgoing employees are poor performers and they does not having any unique skills so it is known as useful turnover. This turnover does not affect the company performance.
- **↓ Dysfunctional turnover**: A dysfunctional turnover highly affect company performance and profitability because in this turnover outgoing employee is from the top level and his performance directly contribute to profitability of the company so it is known as broken turnover.

Avoidable turnovers: Avoidable turnover that happens in unnecessary situations and it can be prevented by the organization it is known as preventable turnover.

♣ Unavoidable turnovers: The unavoidable employee turnover consequences of the decisions that extend outside an employer control, such as a decision to move to new area or job transfer or death

MERITS AND DEMERTIS OF EMPLOYEE TURNOVER:

MERITS:

Employees exit an organization may lead to some advantages. This type of employee turnover is known as healthy turnover and is needed for growth and development of an organization.

- Employee turnover helps to bring a fresh perspective to the workplace.
- When long-term workers leave, the organization is no longer in debt for high wages tenured employees receive.
- Introduces the new blood to the organization.

DEMERITS:

Employees exit the organization it is a loss to the organization, the team and the individuals.

- Employee turnover reduces the whole performance of a company.
- It leads to struggle in handling daily tasks.
- Employee turnover leads to increase the cost.
- Employee turnover generate an adverse image of the company.
- Higher the employee turnover it will lead to reduce the goodwill of the company.

Calculation of employee turnover rate

Number of employees who left during a given period
-----×100
Average number of employees during the given period

EFFECTS OF EMPLOYEE TURNOVER

- Employee turnover is problematic to firm output, value, and cost-effectiveness at organizations of all sizes.
- Large companies are conquer millions of dollars a year on turnover-related prices. With regard to facilities related to employment, such as management inquiries and account management, high client turnover rates are also a major cause of client dissatisfaction and turnover, as clients have a slight extra impression of rotating communications.
- The impact of employee turnover is a decline in office performance.
- High expenses are one of the main effects of employee turnover and new employee training for employment.
- Employee turnover can damage the ability of the business to retain customers and provide high quality consumer service.
- The effect of employee turnover reduces employee morale.

Costs of turnover

Employee turnover lost output due to the period compulsory for an new worker to grow up to rapidity on the job. And also, lost manufacturing connected with the time that coworkers must occupy time for work to help an creative worker.

It is dynamic for organization to know that labor turnover in the office can also have a thoughtful effect on company's success & smooth existence. There is a total of expenses incurred as a result of employee turnover.

Employment of new employee it containing managerial expenditures, advertising, transmission and interviewing, and service related with choice, such as safety payments, dispensation of situations, and maybe, mental testing.

- Managerial recruitment expenditures.
- Expenditures related with the voluntary expiration when workers tend to be fewer Productive.
- Increased unemployment coverage costs.

The causes of turnover:

There is a sum of influences that effect to employee turnover.

- The economy in the post-employment reviews a distinguishing point among the best known reasons well known as the reason for departure is the ability to earn progressive pay employment. Some basic income workers report leaving an additional occupation to earn an additional 50 currencies per hour. Clearly, at lower costs, the availability of option employment adopts a portion of sales, but this tends to be excessive in post-employment valuation.
- Job features-Some jobs are inherently better looking than others. The attractive value of a profession is influenced by a variety of characteristics, such as its boredom, challenges, danger, importance of appearance and ability to evoke a sense of accomplishment. The position of the profession is even more.
- Impractical expectation Another component is the farfetched needs and over-all
 absenteeism of information that many profession applicants has about the
 employment at the period that they grow a proposal' at the point when these
 unreasoning needs are not understood, the expert gets to be clearly disappointed and
 selects to stop.
- The person In expansion to the variables documented above have individual-specific considerations that may also affect turnover charges. These combine both separate and valuable elements. Individual variables bring things together, such as deviations in the family situation, the desire to incorporate different abilities and conversations, or the provision of a natural profession. Rather than defer these specific variables, there are also value-based or unique highlights related to sales. These qualities are part of similar attributes that foresee job performance and anti-productive behavior. These qualities can be measured and used as part of worker screening to identify those who show a low probability of leaving work.

CAUSES OF HIGH AND LOW EMPLOYEE TURNOVER d

Causes of High employee turnover

It implies that representatives are troubled with the effort or pay, however it shows hazardous, or that excessively couple of workers gives tasteful execution. The absence of vocation openings and difficulties, disappointment with the occupation extent of contention with the administration has remained referred to as indicators of high turnover.

High rate of turnover may main to decrease in:

- 1. Output
- 2. Facility transfer
- 3. Spread of organization data

Low turnover shows that none of the above remains true employees are fulfilled, well and harmless, and their performance is acceptable to the employer. However, the analysts of low urnover may occasionally differ than those of high turnover. A side from the fore-stated areers openings, income, company values, organization's appreciation, and a relaxed workplace seems to impact employee's result to stay with their employer.

A slight rate of employee turnover may leads to:

- 1. Taking in innovative concepts and skills from new hires.
- 2. Well employee-job competitions.
- 3. More recruitment flexibility.
- 4. Simplify modification and modernization.

2.2 LITERATURE REVIEW:

❖ Juel, P, & Guenther: Early employment growth is converted into long term survival of employees in the same organization. As per the research the relationship between the early employment growth and employee turnover intention is if higher the employment growth opportunities lower the employee turnover.

- ❖ Swe, K. T. H., & Lu, L. H: This action research was conducted in Mayanmar, japan by considering 36 employees. It is both quantitative and qualitative research with a aims to reduce employee turnover intention and improve employee job satisfaction. The objectives were to analyze the current situation of the Company in terms of Employee Engagement, Employee Job Satisfaction and Employee Turnover Intention to determine the impact of organization development.
- ❖ Hayes, M. S., & Stazyk, E. C: This paper tells new concept related to turnover intention i.e. person and organization fit. If higher the compatibility between the employees and the organization is having positive relation with employee turnover. This concept widely known as person organization fit.
- ❖ Carter, S. P., & Smith, J. Z.:It tells about the importance of proper leadership in the organization. Effect of leadership on turnover. Improper leadership leads to higher employee turnover in the organization
- ❖ DeConinck, J., & Busbin, J: It tells about the relationship between the job embeddedness and the employees turnover behavior. The relationship between organizational justice and job embeddedness was indirect through PSS. The results have significant implications for reducing turnover. Distributive justice, interactional justice, and procedural are also affect on turnover intention.
- ❖ Olsen, K. M., & Kalleberg, A. L.: Retaining of potential employees in the organization for a longer period is very impotent as well as difficult job. Availability of large number of employment opportunities in market for the skilled employees with a attractive packages. For retaining the skilled top level employees in the organization company have to spent more on them.
- ❖ Moussa, M., & Somjai, K.: It is the survey conducted in educational instate to know the reason for higher employee turnover. Researcher will conduct the interview to several staff in the institute to know the reason for dissatisfaction of the employee. The investigation rises a question of turnover problem are beneficial to the organization.

- ❖ Smite, D., & Chatzipetrou, P: This tells about the technological growth effect on turnover. Due to the higher technological growth higher employment generated and also demands is increased. Higher the demand for the skilled labours it is difficult to the organization to retain the employees in this pressure costs are also increased to reduce the employee turnover.
- ❖ Pernille, G. J., & Guenther, C.: As per this paper employment growth is the major aspect needed in the organization to reduce the employee turnover. Grater the employment growth opportunities leads long run survival of employees reduce the level of employee turnover. Long term benefits are very important in organizations.
- ❖ Fasbender, U., & Grimshaw, S.: This is about the retaining the staff in health care sector. In this job satisfaction is not a stronger factor influence on turnover more than this stress was the major factor influence on turnover intention in health care sector.
- ❖ Rana, S: Proposes that organizations are needed the changing and challenging, innovative and competitive environment. That will motivate the employees and increase the job satisfaction and performance and leads to reduction in the employee turnover. It results the increasing in the productivity.
- ❖ Silva, M. R. A., & Dias, A. L: As per this research retaining of employees is the biggest challenge faced by the companies. to find the solution survey was conducted by considering the 264 peoples. Both employees and employers are considers and treated as factor analysis. The results shows that age, gender, and marital status are not significant for the employees permanence.
- ❖ Bangwal, D., & Tiwari, P: This research was conducted in hotel industry to know the reason to employees leaving decisions. Hotel industry suffer from high employee turnover. The research revealed that workplace design features of hospitality in the industry to employees is not good and it reduce the satisfaction level so it highly influence on the employees to leave the organization.

- ❖ Hur, H:This study about the effect of changing job security rules on turnover intention. As per this research due to changes in the rules of job security changes in the attitude and behavior of the employees in the organization. As per this research in U.S. Department of Veterans Affairs due to the changes in the job security rules there is 7% decrease in employee job satisfaction and 8% decrease in turnover intention.
- ❖ Scanlan, J. N., & Still, M: It tell us about the effect of burnout on employee turnover intention. Burnout having negative impact on turnover intention. Work stress and pleasure are having direct impact on employees turnover decisions. The survey is to measure the burnout, turnover intention, job satisfaction and job resources. This study helps to develop the strategies reduce the turnover intention and burnout and increase the job satisfaction.
- ❖ Kim, W., Han, S. J., & Park, J.: It tells, About the relationship between the job and personal resources and employees outcome in the work place. 571 employees in a sampling unit. This study is done by busing two models (1)competing model approach in this job and personal resources having both direct and indirect influence on job performance and turnover intention. Model 2 having only indirect influence. This research disclosed that job and personal resources not only influencing in performance they also influence on turnover intention.
- ❖ Imran, M: Tells that, Turnover intention of the employees on the basis of servant leadership theory. Effects of the theory on turnover intention throw the mediating role of burnout. The theory says sustained psychological stress leads to employee turnover intention. Servant leadership theory concentrate on decreasing the employee stress level to enhance the satisfaction level of the employee in the organization.
- ❖ Huang, H. T., & Lin, C. P:It is about effect ethical efficacy and workplace incivility on employee turnover. In this study 512 employees of high tech and banking industries are considered as samples for empirical testing. Structural questionnaires are used to collect the data. The relationship between the ethical efficacy and turnover intention as well as work place incivility and employee turnover intention are highly influence on turnover intention.

❖ Moon, K. K., & Park, J.: It is about the leadership style and its effect on employee turnover. The effective and efficient leadership in the organization it have the impact on the outcome of employee turnover. This study explains about effect of transformational and transactional leadership on Employee Turnover. It is the relationship between the leader and the follower. As per this research in transactional leadership style lower the employee turnover and in transformational leadership higher the employee turnover.

Gap identified:

There has been considerable research which has been conducted on Employee Turnover however researcher has not taken in to account the current situation of a company to study the relationship between the company employees kills and competencies and whether the employees are the right organization fit moreover they are many factors which are to be consider while finding out the reason for employee turnover which many researchers have not taken in to consideration.

Many researchers have not given the practical findings to showcase the different circumstances which have not impact on Employee Turnover.

The current study is an attempt to fill this research gap.

CHAPTER 3

RESEARCH DESIGN

3.1 STATEMENT OF THE PROBLEM

Now a day's Business environment is highly competitive in nature. Conventional business functions are changing. Employee turnover indirectly proportional to the level of employee satisfaction level. If the employees of the organization are satisfied in their jobs it leads to reduction in level of employee turnover. If employees are highly dissatisfied it will leads to higher employee turnover. The major factor affecting the employees in the organization is high level of stress, more workload, less salary, company image etc Therefore the main focus of the study is to analyses problem and causes of employee turnover in Organica Aromatics Pvt. Ltd.

3.2 NEED FOR THE STUDY

The study conducted is helpful for the organization to review the employee turnover in the company. It helps to adopted various measures to reduce the turnover. The study would also help the management in knowing the what are the various factor influence the employees take decision to stay or leave in the organization. The study helps to understand the satisfaction level of employee find the level employee's attitude, the dissatisfaction aspects that make the employees to leave organization. This study helps to measure the satisfaction level of employees towards career opportunities provided in the organization.

3.3 OBJECTIVES:

- 1. To understand and ascertain the causes of employees' turnover.
- 2. To understand the various measures / strategies that are presently used by company to reduce employee turnover.
- **3.** To measure the satisfaction level towards the strategies implemented by company to reduce employee turnover
- **4.** To give suggestion to company minimize employee turnover.

3.4 SCOPE OF THE STUDY

An overview of the level satisfaction employee turnover in Organica Aromatics Pvt. Ltd is given in this study. The scope of the research limited to Organica Aromatics Private Limited. This research regarding employee turnover in the organization. Hear research questionnaires are framed in such a way can assess the perception level of employees about satisfaction level and employee turnover. In this research researcher is dealing with effect and causes of employee turnover in Organica Aromatics Pvt. Ltd. This study will also help to analyze the satisfaction level of the employees.

3.5 REARERCH METHODOLOGY

Research Design

Descriptive:

Descriptive research is a research used to describe a situation, Behavior, situation or phenomenon. It is broadly used research design. It is general means of on obtaining information by the use of questionnaires and personal interview of the respondents. This design is suitable for this study because it has led to the analysis of the employees in Organica aromatics Pvt. Ltd about their awareness and perception of employee turnover.

Data Accumulation

Data was collected through primary and secondary sources.

Primary sources

Data was collected through questionnaire from employees. The data are those that will be collected from the direct source and questionnaires are arranged and data conducted from the employees. The structured questionnaires are undertaken.

Secondary sources

Secondary data was collected through company's documents, record, website, magazines. The secondary data will be collected from Internet, Books, and Company records.

Sample Size

In Organica Aromatics Pvt. Ltd total 285 employees are working. For the research purpose 50 employees are considered as a sampling unit.

Sampling Technique

Random sample method:

In this study chose to initiate random sampling method. In random sampling method each member in the population having equal chances of selected as a sample for the research. In this research 50 respondents are randomly selected out of 258 employees in Organics Aromatics Pyt. Ltd.

3.6 HYPOTHESES

H0: There is no significant relationship between the unfair pay in the company and Employee turnover of the company.

H1:There is a significant relationship between the unfair pay in the company and Employee turnover of the company.

3.7 LIMITATIONS

- > The finding of the study are subjected to bias and prejudice of the respondents.
- > The findings of the study are only based on the information provided by the respondents.
- Interaction with employees is very limited because of their work schedule.
- The response given by the respondents depends on their mood and experience.
- Due to the shirt spam of time sample size is limited to 50 responds only.
- Area of study is confined to the employees in Organica aromatics Pvt. Ltd only.
- > Limited duration of time.

3.8 CHAPTER SCHEME

Chapter 1: Introduction

This chapter consists of Introduction about the internship, Industry profile & Company profile, Promoters Information, Vision and Mission statement & Quality Policy, Products / services and areas of operation, infrastructure facilities, competitors information, SWOT Analysis, Future growth and prospects and Financial Statement and ratio analysis.

Chapter 2: Conceptual background and Literature review

Second chapter includes theoretical background of the study, Literature review along with research gap.

Chapter 3: Research Design

In this chapter there is a Statement of the problem, Needs, Objectives, Scope, Research methodology, Hypotheses, Limitations in the research, Chapter scheme.

Chapter 4: Analysis and Interpretation

This chapter is about Analysis and interpretation of the data. Results obtained by the using statistical tools must be included.

Chapter 5: Findings, Conclusion and Suggestions

This chapter includes findings, Conclusion and Suggestions.

<u>CHAPTER 4</u> ANALYSIS AND INTERPRETATION

4.1 ANALYSIS AND INTERPRETATION OF THE DATA

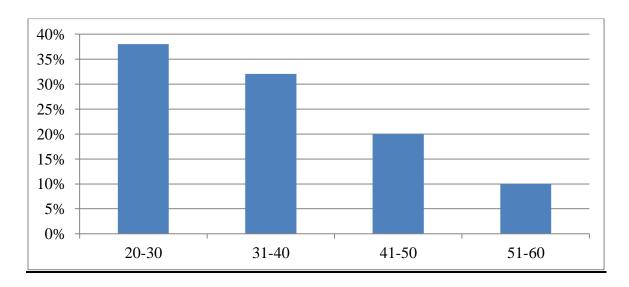
Table: 4.1

Table showing age of the respondents

Age	No of respondents	Percentage
20-30	19	38%
31-40	16	32%
41-50	10	20%
51-60	5	10%
Total	50	100%

Analysis: The above table it is clear that, the 38% of the respondents are belongs to 20-30 age group. 32% are 31-40, 20% are belongs to 41-50 and remaining 10% of the respondents are 51-60 age group

Graph: 4.1 Graph showing age of the respondents



Interpretation: The above graph it can be observed that maximum number of employees belongs to the age group between 20-30 & followed by 31-40 years.

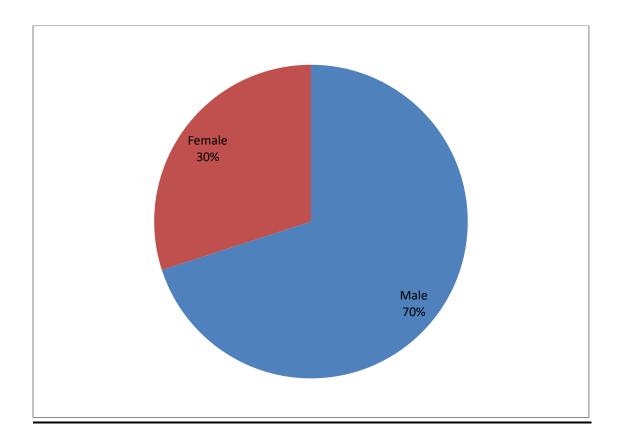
Table: 4.2

Table showing gender in group of the respondents

Gender	No of respondents	Percentage
Male	35	70%
Female	15	30%
Total	50	100%

Analysis: The above table shows the Gender of the respondents and according to the table, 70% are respondents are male and 30% of the female respondents.

Graph: 4.2 Graph showing gender in group of the respondents



Interpretation: The above graph it can be observed that most of the employees employed in the organization are male since the company has hard physical work processes.

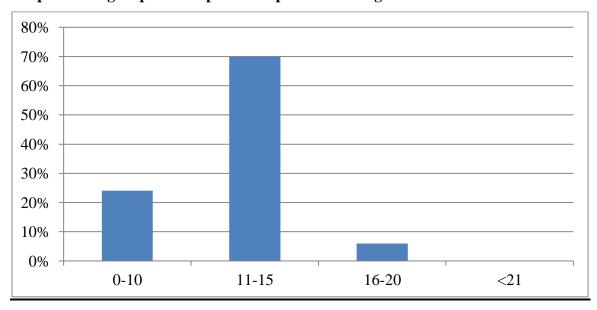
Table: 4.3

Table showing respondents present experience in Organica Aromatics Pvt. Ltd

No of years	No of respondents	Percentage
0-10	12	24%
11-15	35	70%
16-20	3	6%
>21	0	0%
Total	50	100%

Analysis: From the above table shows that 24% of the respondents are in 0-10 years of experience in Organica Aromatics Pvt Ltd. 70% are belongs to 11-15 years, 6% are 15-20 years of experience and there is no employee having above 20 years of experience with the company.

Graph: 4.3 Graph showing respondents present experience in Organica Aromatics Pvt. Ltd



Interpretation: It can be interpreted that large number of employees are loyal to the company & survived for a long period frame i.e. maximum portion of the respondents stay 10-15 years in the company, this is strength of company.

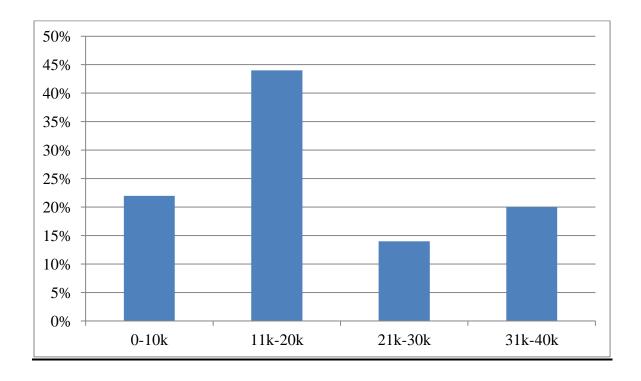
Table: 4.4

Table showing respondents present salary range

salary range(in thousands)	No of respondents	Percentage
0-10k	11	22%
11k-15k	22	44%
16k-20k	7	14%
>21k	10	20%
Total	50	100%

Analysis; The above information shows that 22% of the respondents are receiving 1-10 thousand salary. 44% were 11-15 thousand, 16% are 15-20 thousand and remaining 20% of the respondents are 21-30 thousand salary range.

Graph: 4.4 Graph showing respondents present salary range



Interpretation: The above graph it can be observed that company has a clear policy of company structure & has divided work force in an appropriate manner whose salary ranges fixed appropriately.

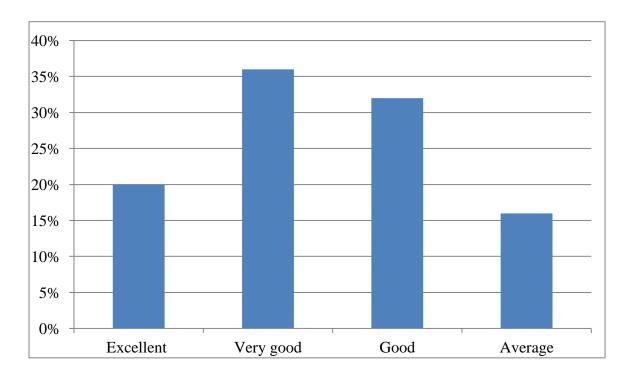
Table: 4.5

Table showing respondents opinion about the job role in Organica Aromatics Pvt. ltd

Opinion	No of respondents	Percentage
Excellent	10	20%
Very good	18	36%
Good	16	32%
Average	08	16%
Total	50	100%

Analysis: The above table shows the opinion about job from the company of 50 respondents among them 10 respondents said it is excellent, 18 respondents said it is very good, 16 respondents said it is good and only 8 respondents said it is average.

Graph: 4.5Graph showing respondents opinion about the job role in Organica Aromatics Pvt. Ltd



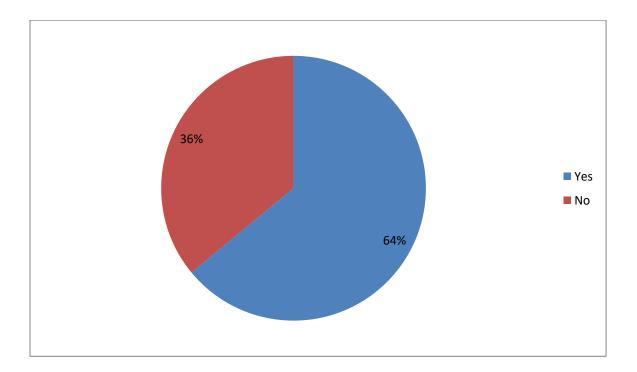
Interpretation: The above graph it can be observed that the job roles of the employees are not the reason to leave the organization. Maximum number of respondents feels their job roles good and excellent.

<u>Table: 4.6</u>
Table showing the awareness about the meaning of employee turnover.

Opinion	Number of respondents	Percentage
Yes	32	64%
No	18	36%
Total	100	100%

Analysis: It is noticed that above table shows 64% of the respondents are aware about the employee turnover meaning and 36% are not aware about it.

Graph: 4.6 Graph showing the awareness about the meaning of employee turnover.



Interpretation: Maximum numbers of employees in the organization are having good educational background. So most of the respondents are aware of the meaning of employee turnover.

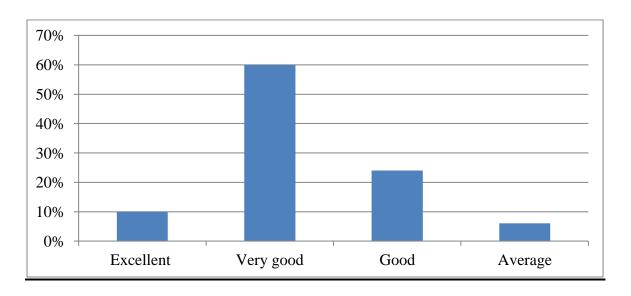
Table: 4.7

Table showing the satisfaction level of the respondents on working condition and working environment.

Opinion	No of respondents	Percentage
Excellent	05	10%
Very good	30	60%
Good	12	24%
Average	03	06%
Total	50	100%

Analysis: The above table signifies the employees are satisfied with working condition and environment of company of 50 respondents among them 5 respondents excellent which constitute 10%, 30 respondents very good which constitute 60%, 12 respondents good which constitute 24%, 3 respondents average which constitute 6%.

<u>Graph: 4.7</u>
Graph showing the satisfaction level of the respondents on working condition and working environment.



Interpretation: The above graph it can be observed that working conditions and working environment is very good. Employees are happy that the Organization provide good facilities and good working environment to their employees.

Table: 4.8

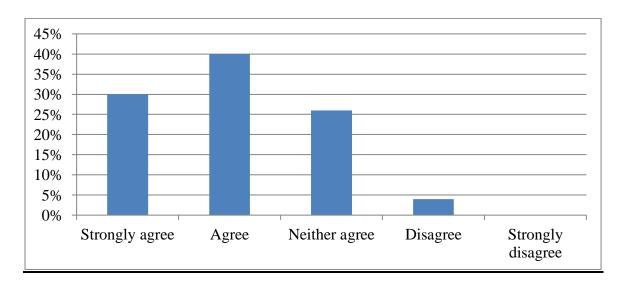
Table showing the respondents opinion on more work load is the reason to leave the organization

Opinion	Number of respondents	Percentage
Strongly agree	15	30%
Agree	20	40%
Neither agree	13	26%
Disagree	02	04%
Strongly disagree	00	00%
Total	50	100%

Analysis: It is observed that 30% of the respondents are strongly agree with the employee may leave the organization due to more word load, 40% are agree with it, 26% are neither agree, 04% are disagree with it and 0% are strongly disagree with it.

Graph: 4.8

Graph showing the respondents opinion on more work load is the reason to leave the organization.



Interpretation: The above graph it can be observed that work load is more in the organization and company has to allocated its workload appropriately to the employee to reduce the work load.

Table: 4.9

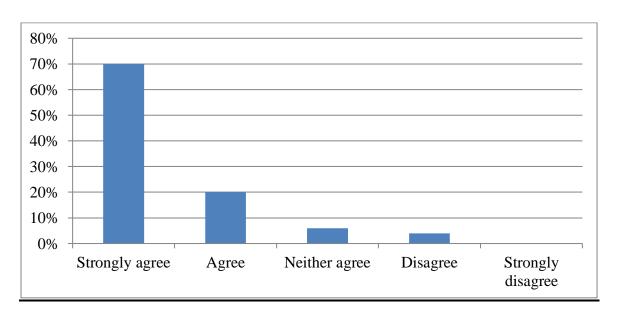
Table showing the respondents opinion on compensation package is the reason to leave the organization

Opinion	Number of respondents	Percentage
Strongly agree	35	70%
Agree	10	20%
Neither agree	03	06%
Disagree	02	04%
Strongly disagree	00	00%
Total	50	100%

Analysis: From the above table shows that 70% of the respondents are leave the company because of compensation, 20% are agree with it, 6% are neither agree with it, 4% are disagree and remaining 0% are strongly disagree with it.

Graph: 4.9

Graph showing the respondents opinion on compensation package is the reason to leave the organization



Interpretation: The above graph it can be observed that compensation package is one of the major factors considered by employees to quit the organization. Maximum portion of the employees agree that the company provide lower salary to their employees.

Table: 4.10

Table showing the respondents opinion on inflexible working hours is the reason to leave the organization

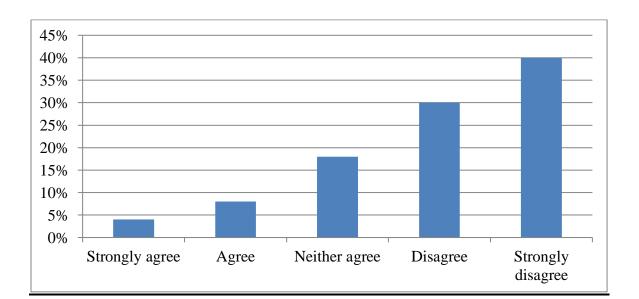
Opinion	Number of respondents	Percentage
Strongly agree	02	04%
Agree	04	08%
Neither agree	09	18%
Disagree	15	30%
Strongly disagree	20	40%
Total	50	100%

Analysis: The above table represent that 40% of the respondents are disagree the inflexible working condition is not a reason to leave the organization, and 30% are disagree with it, 18% neither agree with it, 8% are agree with it, 4% are strongly agree with it.

Graph showing the respondents opinion on inflexible working hours is the reason to

Graph: 4.10

leave the organization



Interpretation: The above graph it can be observed that flexible working hour condition in the organization so the inflexible working hour is not a reason for employee turnover.

Table: 4.11

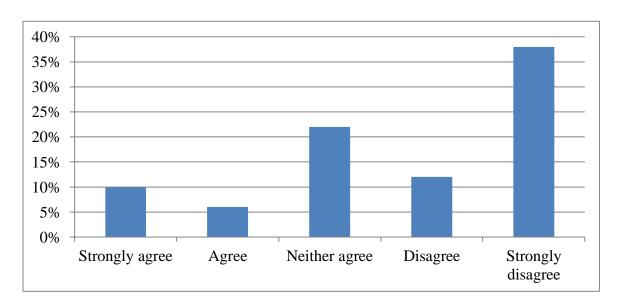
Table showing the respondents opinion on poor leadership quality is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	05	10%
Agree	03	06%
Neither agree	11	22%
Disagree	12	24%
Strongly disagree	19	38%
Total	50	100%

Analysis: It is mentioned that 38% of respondents strongly disagree with the poor leadership in the organization, 24% are disagree with it, 22% are neither agree with it, 06% are agree and 10% of the respondents are agree with it.

Graph: 4.11

Graph showing the respondents opinion on poor leadership quality is the reason the leave the organization.



Interpretation: The above graph it can be observed that company having the good leader to lead the functions in the organization so poor leadership quality is not a factors influence on the employee turnover in the organization.

Table: 4.12

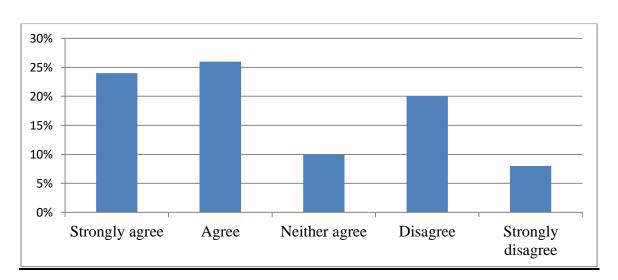
Table showing the respondents opinion on poor management support is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	17	24%
Agree	13	26%
Neither agree	05	10%
Disagree	10	20%
Strongly disagree	04	08%
Total	50	100%

Analysis: The above data shows that 24% of the respondents are strongly agree with the employee may leave the organization because of poor management support. 26% are agree with it, 10% are neither agree with it, 20% are disagree with it, 08% are strongly disagree with it.

Graph: 4.12

Graph showing the respondents opinion on poor management support is the reason to leave the organization.



Interpretation: The above graph it can be observed that management support and cooperation is not good in the organization. It is one among the strong factors considered by employees to stay or quit the organization. Management have to support the employees.

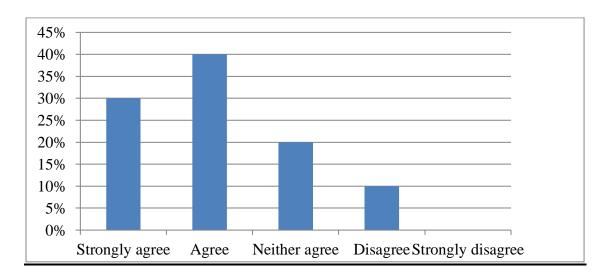
Table: 4.13

Table showing the respondents opinion on promotional policy is the reason to leave the organization

Opinion	Number of respondents	Percentage
Strongly agree	15	30%
Agree	20	40%
Neither agree	10	20%
Disagree	05	10%
Strongly disagree	00	00%
Total	50	100%

Analysis: It is noticed that 30% of the respondents are strongly agree that the promotional policy is also paly the important role in the employee decision to leave the organization and, 40% are agree with it, 20% are neutral with it, 10% are disagree, and the 0% are fully strongly disagree with it.

Graph: 4.13
Graph showing the respondents opinion on promotional policy is the reason to leave the organization.



Interpretation: The above graph it can be observed that promotional policies are highly reason to leave the organization. Company highly focuses on setting policy & guide line for carrier advancement & opportunities to the employees in the organization.

Table: 4.14

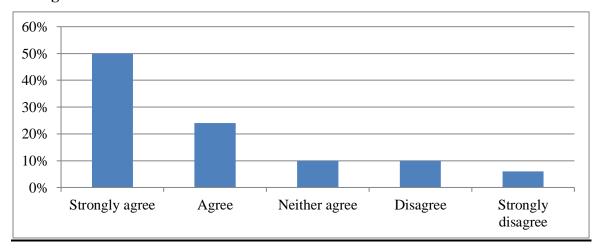
Table showing the respondents opinion on organizational policy is the reason to leave the organization

Opinion	Number of respondents	Percentage
Strongly agree	25	50%
Agree	12	24%
Neither agree	05	10%
Disagree	05	10%
Strongly disagree	03	06%
Total	50	100%

Analysis: It is shows that 50% of the respondents are strongly agree that the organizational policies are also important to the employees so organizational policies are also impact on the decision to leave the organization and , 24% are agree with it, 10% are neutral with it, 10% are disagree, and the 6% are fully strongly disagree with it.

Graph: 4.14

Graph showing the respondents opinion on organizational policy is the reason to leave the organization.



Interpretation: Management highly concentration formation of policy& guide line in the organization. Those policies are helpful to the employees carrier advancement & increase the growth opportunities to the employees in the organization.

Table: 4.15

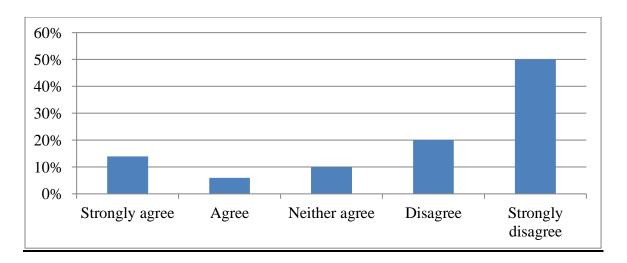
Table showing the respondents opinion on organizational geographical location is the reason to leave the organization

Opinion	Number of respondents	Percentage
Strongly agree	07	14%
Agree	03	06%
Neither agree	05	10%
Disagree	10	20%
Strongly disagree	25	50%
Total	50	100%

Analysis: The above information states that 50% of the respondents are strongly disagree that the geographical location of the company is not the criteria to leave the organization, 20% are disagree with it, 10% are neutral with it, 06% are disagree, and the 07% are fully strongly agree with it.

Graph: 4.15

Graph showing the respondents opinion on organizational geographical location is the reason to leave the organization



Interpretation: The above graph it can be observed that geographical location of the company is not the reason to quit the organization. Because the company is located in good geographical area i.e. near Bangalore Mumbai highway.

Table: 4.16

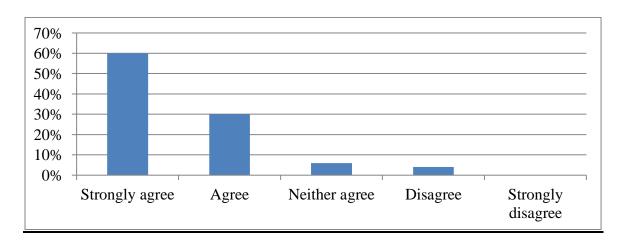
Table showing the respondents opinion on career growth factors is the reason to leave the organization

Opinion	Number of respondents	Percentage
Strongly agree	30	60%
Agree	15	30%
Neither agree	03	06%
Disagree	2	04%
Strongly disagree	00	00%
Total	50	100%

Analysis: The above data states that 60% of the respondents are strongly agree that the career growth of the employees is very important for the employees to stay in the organization and, 30% are agree with it, 04% are neutral with it, 02% are disagree, and the 0% are fully strongly disagree with it.

Graph: 4.16

Graph showing the respondents opinion on career growth factors is the reason to leave the organization.



Interpretation: The above graph it can be observed that career growth opportunities are low in the organization. So it is one of the major factors considered by employee to stay or quit the organization. So the company creates ample of opportunities to the employees to build their carrier.

Table: 4.17

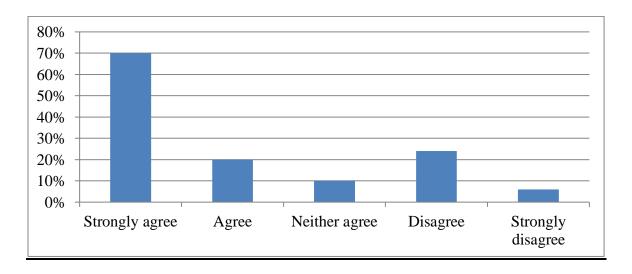
Table showing the respondents opinion on job security is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	35	70%
Agree	10	20%
Neither agree	05	10%
Disagree	00	24%
Strongly disagree	00	06%
Total	50	100%

Analysis: The above information states that 70% of the respondents are strongly agree that the job security is very important for the employees to stay in the organization for longer period and , 20% are agree with it, 10% are neutral with it, 24% are disagree, and the 06% are fully strongly disagree with it.

Graph: 4.17

Graph showing the respondents opinion on job security is the reason to leave the organization.



Interpretation: The above graph it can be observed that job security of the employees is one of the most important factors considered by employee to stay or quit the organization. The organization have more number of temporary employees.

Table: 4.18

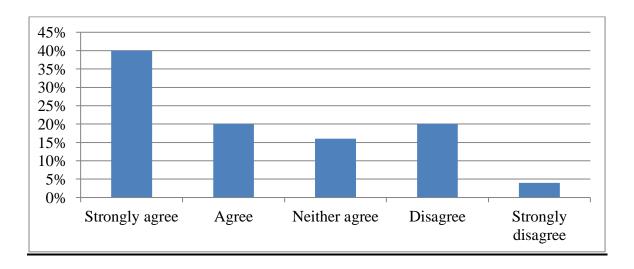
Table showing the respondents opinion on incentives are the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	20	40%
Agree	10	20%
Neither agree	08	16%
Disagree	10	20%
Strongly disagree	02	04%
Total	50	100%

Analysis: The above statistics states that 40% of the respondents are strongly agree that the incentives are also important to stay in the organization and , 20% are agree with it, 16% are neutral with it, 20% are disagree, and the 04% are fully strongly disagree with it.

Graph: 4.18

Graph showing the respondents opinion on incentives are the reason to leave the organization.



Interpretation: The above graph it can be observed that maximum number of employees agree that incentives to the employees is also a one of the factors considered by employee to stay or quit the organization. So the organization provide good incentives to the employees.

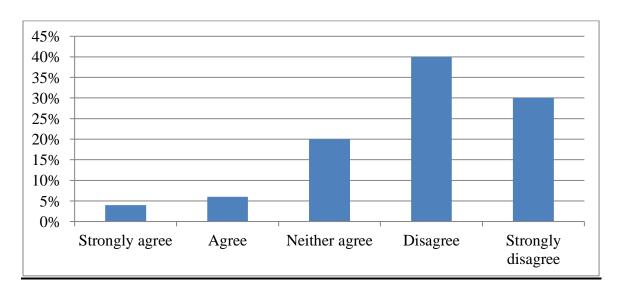
Table: 4.19

Table showing the respondents opinion on reward system is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly disagree	02	04%
Disagree	03	06%
Neither agree	10	20%
Strongly agree	20	40%
Agree	15	30%
Total	50	100%

Analysis: The above table states that 30% of the respondents are strongly disagree that the reward system is not the reason to leave the organization and , 40% are disagree with it, 20% are neutral with it, 12% are agree, and the 08% are fully strongly agree with it.

Graph: 4.19
Graph showing the respondents opinion on reward system is the reason to leave the organization.



Interpretation: The above graph it can be observed that reward system is not a factors considered by employee to quit the organization. So the company follows the unbiased reward system.

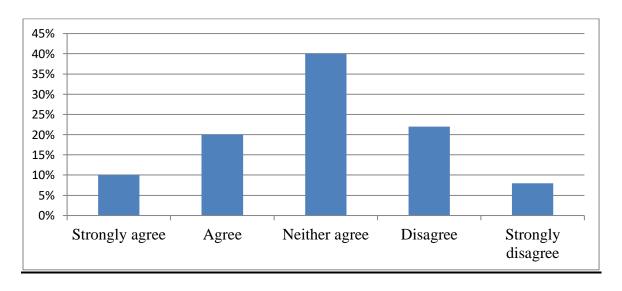
Table: 4.20

Table showing the respondents opinion on improper training is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	05	10%
Agree	10	20%
Neither agree	20	40%
Disagree	11	22%
Strongly disagree	04	08%
Total	50	100%

Analysis: The above chart states that 22% of the respondents are disagree that the improper training is not the reason to leave the organization and , 08% are disagree with it,40% are neutral with it, 20% are agree, and the 10% are fully strongly agree with it.

Graph: 4.20
Graph showing the respondents opinion on improper training is the reason to leave the organization.



Interpretation: The above graph it can be observed that improper training is not a factors considered by employee to quit the organization. Because the company provide good training facilities to the employees.

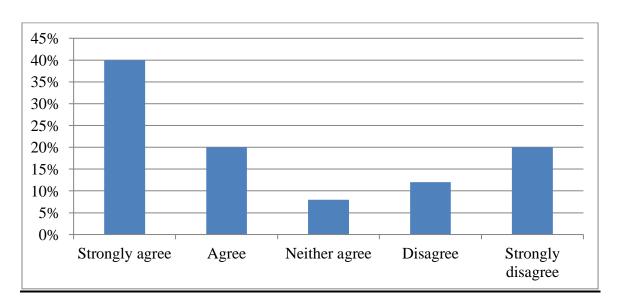
Table: 4.21

Table showing the respondents opinion on strict management is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	20	40%
Agree	10	20%
Neither agree	04	08%
Disagree	06	12%
Strongly disagree	10	20%
Total	50	100%

Analysis: The above table states that 40% of the respondents are strongly agree that the strict management is the reason to leave the organization and , 20% are disagree with it,06% are neutral with it, 12% are agree, and the 20% are fully strongly agree with it.

<u>Graph: 4.21</u>
Graph showing the respondents opinion on strict management is the reason to leave the organization.



Interpretation: The above graph it can be observed that strict management is also a factor considered by employee to stay or quit the organization. The management has to formulate the liberal policies in the company.

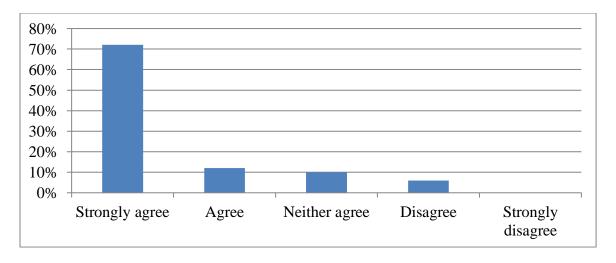
Table: 4.22

Table showing the respondents opinion on company brand name is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	36	72%
Agree	06	12%
Neither agree	05	10%
Disagree	03	06%
Strongly disagree	00	00%
Total	50	100%

Analysis: The above information states that 72% of the respondents are strongly agree that the brand name of the company is the reason to leave the organization and , 12% are disagree with it, 10% are neutral with it, 06% are agree, and the 00% are fully strongly agree with it.

Graph: 4.22
Graph showing the respondents opinion on company brand name is the reason to leave the organization.



Interpretation: The above graph it can be observed that brand name of the company one of the major factor considered by employee to stay or quit the organization. Because working in reputed organization is increase the individual goodwill. So company concentrate more on increase the brand valve.

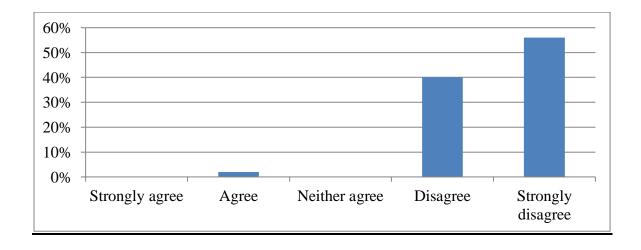
Table: 4.23

Table showing the respondents opinion on unfair pay is the reason to leave the organization.

Opinion	Number of respondents	Percentage
Strongly agree	00	00%
Agree	02	02%
Neither agree	00	00%
Disagree	20	40%
Strongly disagree	28	56%
Total	50	100%

Analysis: The above chart noticed that 56% of the respondents are strongly disagree that the unfair pay is not the reason to leave the organization and , 40% are disagree with it,00% are neutral with it, 02% are agree, and the 00% are fully strongly agree with it.

Graph: 4.23
Graph showing the respondents opinion on unfair pay is the reason to leave the organization.



Interpretation: The above graph it can be observed that unfair pay in the organization is not a factors considered by employee to quit the organization. Because the company pay fairly to all the employees in the organization as per the policy.

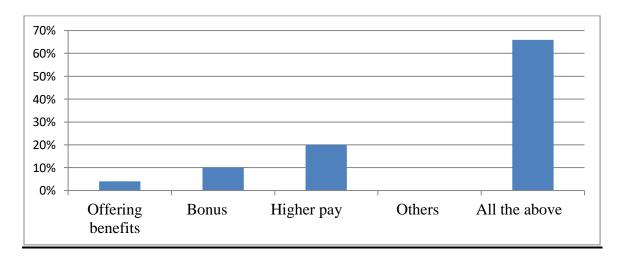
Table: 4.24

Table showing the respondents opinion on what the factor that can reduce employee turnover

Opinion	Number of respondents	Percentage
Offering benefits	02	04%
Bonus	05	10%
Higher pay	10	20%
Others	00	00%
All the above	33	66%
Total	50	100%

Analysis: The above chart stated that 66% of the respondents think all the given benefits are important to reduce the employee turnover in the organization. 20% of respondents feel higher pay can reduce the employee turnover. 10% of the employees think bonus are important to reduce the employee turnover.

Graph: 4.24
Graph showing the respondents opinion on what the factor that can reduce employee turnover



Interpretation: The above graph it can be observed that all benefits are required to reduce the employee turnover in the organization. Maximum potion of employees need all the benefits.

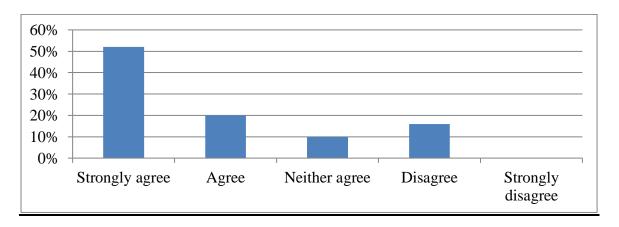
Table: 4.25

Table showing the respondents opinion on employee benefits programs will helps to reduce employee turnover.

Opinion	Number of respondents	Percentage
Strongly agree	26	52%
Agree	10	20%
Neither agree	05	10%
Disagree	08	16%
Strongly disagree	00	00%
Total	50	100%

Analysis: The above information noticed that 52% of the respondents are strongly agree that employee benefits programs will helps to reduce employee turnover in the organization, and 20% are agree with it, 10% are neutral with it,00% are neutral with it, 16% are isagree, and the 00% are strongly disagree with it

Graph: 4.25
Graph showing the respondents opinion on employee benefits programs will helps to reduce employee turnover.



Interpretation: The above graph it can be observed that employee benefits programs will helps to reduce employee turnover in the organization. It is one of the factors considered by employee to stay or quit the organization. So the company have to prove good facilities to the employees.

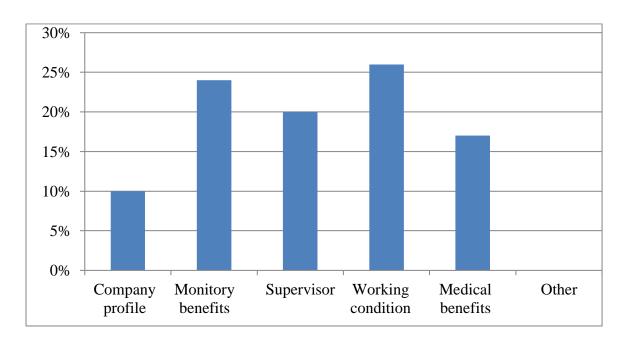
Table: 4.26

Table showing the respondents opinion on which element is the most important for better employment opportunity

Opinion	Number of respondents	Percentage
Company profile	05	10%
Monitory benefits	12	24%
Supervisor	10	20%
Working condition	13	26%
Medical benefits	07	17%
Other	03	06%
Total	50	100%

Graph: 4.26

Graph showing the respondents opinion on which element is the most important for better employment opportunity



Interpretation: As per the statistics 26% of respondents think good working condition is important for better employment opportunity.24% think monitory benefits, 20% feel good supervision, 17% think medical benefits, and 10% think company profile is important for better employment opportunity.

Hypotheses testing:

To identify the Reasons for Employee Turnover:

Descriptive Statistics

	Mean	Std. Deviation	N
		Deviation	
Improper Training	2.9800	1.07836	50
Compensation Package	1.4400	.78662	50
Politics at Workplace	1.9800	1.25340	50
Lack of career	1.5400	.78792	50
Opportunities	1.3400	.18192	30
No Job Security	1.7000	.64681	50
Strict Management	2.5200	1.59387	50
Unfair Pay	4.4800	0.70682	50
More workload	2.0400	0.85619	50
Inflexible work	3.9400	1.13227	50
Poor leadership	3.7400	1.30634	50

The above table shows the Mean value of various factors which leads to Employee Turnover, such as improper training, strict management, unfair pay, inflexible work and poor leadership. These are the Major reason for Employee turnover according to the survey data and above analysis.

Hypothesis: Unfair pay leads to Employee Turnover

One-Sample Test

One-Sample Test						
		Test Value = 0				
	t	df	Sig. (2-	Mean	95% Cor	nfidence
			tailed)	Difference	Interva	l of the
					Diffe	rence
					Lower	Upper
unfair pay is the reason for employee turnover?	44.818	49	.000	4.48000	4.2791	4.6809

Interpretation:

The above table shows that, the result is significant with significant value 0.00 which is less than 0.01, it means that unfair pay is one of the reason for employee turnover. The discrimination with respect to pay is identified as contributing factor for employee turnover.

CHAPTER 5

FINDINGS, SUGGESSION AND CONCLUSION

5.1 FINDINGS

- Company hires more number of young employees.
- ❖ Maximum number of employees have more than 10 years of experience in the organization.
- ❖ Majority of the respondents currently receive 10000 to 15000 salary.
- From the research maximum respondents opinion about job is excellent and very good.
- ❖ It shows that 20% of employee satisfied with their job and 36% of employee is shows good opinion.
- ❖ It is company the most of the respondents are aware about the employee turnover.
- ❖ In the research confirms that employees are agree that working environment and working condition is good in the organization.
- ❖ As per the research larger portion of employees agree that work load is high in the organization i.e. 70% of respondents.
- ❖ Form the research 70% of respondent are strongly agree that compensation package is the reason to leave the organization.
- ❖ From the study most of the employees may strongly disagree with the inflexible working hour is the reason to leave the organization.
- ❖ As per the research lore number of respondents agree that the company have the good leadership.
- ❖ As per the research employees feel management support and co-operation is not agreeable in the organization.
- Promotional policy is not good in the organization.
- ❖ As per the research organizational policies are also increase the employee turnover.
- ❖ As per the research company is located in good geographical area.
- ❖ From the research maximum respondents agree that less career growth opportunities in the organization.
- ❖ In this research shows that majority of the respondents are strongly agree on job security is the reason to leave the company.

- ❖ In this research shows that reward system is good in the company.
- ❖ Form the research 60% of respondent are not satisfied with the current incentives.
- ❖ As per the research company provide the good training to their employee as per the requirement.
- ❖ The research confirms that 60% of respondents agree that management is too strict.
- ❖ As per the research company does not have grate brand name in the market.
- ❖ The respondents feel the fair payment system.
- ❖ The more number of employee wants all kind of benefits to reduce the employee turnover.
- Employee benefit programs are very important to reduce the employee turnover.
- ❖ Majority of the respondents are neutral with the improper training is the reason for employee turnover.
- ❖ As per the research 26% of respondents think good working condition is important for better employment opportunity.24% think monitory benefits, 20% feel good supervision, 17% think medical benefits, and 10% think company profile is important for better employment opportunity.
- ❖ The most of the employee wants more salary, because its reduce the employee turnover
- ❖ The respondents feels valuable benefits reduce the employee turnover

5.2 CONCLUSION

This project was undertaken to study the employee turnover in Organnica Aromatics. Pvt. Ltd. To study the effect and causes of employee turnover in the organization.

Most of the industries face the problem of employee turnover because of working hour, working condition, work schedules, work load, incentives, facility, salaries, facility which are provided in the companies are different to one another. In case of organization lower the employee turnover leads to higher effective and efficient workflow and also increase the productivity to higher extent. So lesser employee turnover is good for the organization. Higher the employee turnover it has negative impact on the organization. So to reduce the employee turnover company has to adopt the various techniques.

To reduce the employee turnover remove the barriers and biases in the work place, reduce the work load, providing the challenging jobs and offering the promotional

opportunities, provide the much job security as possible, increase the opportunities to the individual employee to develop their skills and move in their carrier.

The organization is almost providing all the facilities to the employees. Some of the facilities are not provided by the organization such as career advancement opportunity, and challenging assignment, suitable job opportunities.

5.3 SUGGESSION

- The Company should provide good salary for employee as per their performance.
- The Company should improve the working condition and working environment to increase the job satisfaction.
- The company should reduce the work load to sharing the work in the organization.
- The company should develop the attractive compensation package to attract and retain the employees for a longer duration.
- The company should adopt the flexible working hour as convenient to all the employees.
- The management should support and co-operate to the employees.
- Modifications are required in the promotional policy.
- Modifications are required in the organizational policy.
- Organization should to provide the job opportunities for the individual to develop their carrier in a greater extent.
- The company should provide as much job security as possible.
- It suggested to reduce the employee turnover the company has to provide more incentives.
- The company should give the proper training to the employee.
- Little liberal management is required in the organization.
- The company should develop his brand name in the market.
- Organization should provide the suitable job opportunity to the employees
- The company should give job opportunities to young stars

- The company should provide challenging assignment should be given for the employees that makes an employee to remain in the organization.
- Organization is not providing Opportunities to enhance the employee qualification so proper opportunities should be provided by the organization to enhance the employee's qualification.

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ANNEXURE:

1)	Personal	Profile:					
Name			:				
Age							
	i.	20 to 30	[]				
	ii.	31 to 40	[]				
	iii.	41 to 50	[]				
	iv.	51 to 60	[]				
Gende	r		:				
Male	[]	Female [1				
2)	What is y	your Experi	ence in tl	his O)rga	nnization?	
	(8	a) 0-10 year	S	[]	(b) 11-15 years	[]
	(0	c) 16-20 yea	ars	[]	(d) 21 and above	[]
3)	What is y	your current	salary ra	ange	in	this organization?	
	(8	a) 1 to 10 th	ousand	[]	(b) 11 to 15 thousand	[]
	((c) 16 to 20 t	housand]]	(d) 21 to 30 thousand	[]
4)	What is y	your opinio	n about jo	ob ro	le?		
	(8	a) Excellent		[]		(b) very good	[]
	(0	c) Good		[]		(d) average	[]
5)	Do you k	know the me	eaning of	emp	oloy	vee turnover?	
	Y	es [1		N	o []	

6)	How satisfied are you with	your working conditio	n & work enviro	onment?
	i. Excellent			
	ii. Very good			
	iii. Good			
	iv. Average.			
7)	Do you agree more work	load is a reason to leave	e the organization	on?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	Strongly disagree []		
8)	Do you agree compensati	on package is a reason	to leave the orga	anization?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	Strongly disagree []		
9)	Do you agree inflexible w	orking hours is a reaso	n to leave the or	ganization?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	Strongly disagree []	
10)	Do you agree poor leader	ship quality is a reason	to leave the orga	nnization?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	Strongly disagree []	

11)	Do you agree poor manag	ement suppo	ort is a reason to leave the c	organization?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disa	gree []	
12)	Do you agree promotion p	oolicy is a re	ason to leave the organizat	ion?
	(a) Fully satisfied	[]	(b) satisfied []	
	(c) Neutral	[]	(d) dissatisfied []	
	(e) F	ully dissatis	fied []	
13)	Do you agree that organiz	ational polit	ics affects the employee re	tention?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disa	gree []	
14)	Do you agree the geograp	hical locatio	n is the reason for employe	e turnover?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disa	gree []	
15)	Do you agree career grow	th factors ar	e the reason for employee t	urnover?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disa	gree []	

16)	Do you agree job security	is the reason for er	mpioyee turnover?	
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disagree	[]	
17)	Do you agree incentives a	re the reasons for e	employee turnover?	
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disagree	[]	
18)	Do you agree reward syste	em is the reason for	r employee turnover	?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disagree	[]	
19)	Do you agree improper tra	aining is the reason	for employee turno	ver?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disagree	[]	
20)	Do you agree strict manag	gement is the reason	n for employee turno	over?
	(a) Strongly agree	[]	(b) Agree	[]
	(c) Neither agree	[]	(d) Disagree	[]
	(e) S	trongly disagree	[]	

21)	Do yo	u agree company bra	and name is	the reason for	employee tu	rnover	
		(a) Strongly agree	[]		(b) Agree	[]	
		(c) Neither agree	[]	((d) Disagree	[]	
		(e) S	trongly disa	igree []			
22)	Do y	ou agree unfair pay	is the reasor	n for employee	e turnover?		
		(a) Strongly agree	[]		(b) Agree	[]	
		(c) Neither agree	[]	((d) Disagree	[]	
		(e) S	trongly disa	igree []			
23)	What	factor that can reduce	ce employee	turnover?			
		(a) Offering benefit	s []	(b) An add bo	onus and vaca	ation time leave	[]
		(c) Higher pay	[]	(d) Others			[]
			(e) All th	ne above []			
24) turnov	-	u agree the employee	e benefits pr	ograms will he	elps to reduce	e employee	
		(a) Strongly agree	[]		(b) Agree	[]	
		(c) Neither agree	[]	((d) Disagree	[]	
		(e) S	trongly disa	igree []			
25)	Which	n element is the most	important fo	or better empl	loyment oppo	ortunity?	
		(a) Company profile	e []		(b) Monitor	ry benefits []
		(c) Supervisor	[]		(d) Working	g condition []
		(e) Medical benefi	ts []		(f) Other	1]



ACHARYA INSTITUTE OF TECHNOLOGY DEPARTMENT OF MBA

PROJECT (17MBAPR407) -WEEKLY REPORT

NAME OF THE STUDENT

: Charan R

INTERNAL GUIDE

: Prof. Mahak Balani

USN

: 1AY17MBA09

COMPANY NAME

: Organica Aromatics Pvt Ltd.

-		EXTERNAL	INTERNAL
WEEK	WORK UNDERTAKEN	GUIDE	GUIDE
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		SIGNATURE	SIGNATURE
3 rd Jan 2019 – 9 th Jan 2019	Industry Profile and Company Profile	John.	gub.
10 th Jan 2019 – 17 th Jan 2019	Preparation of Research instrument for data collection	phi:	dr.B
18 th Jan 2019 – 25 th Jan 201 9	Data collection	John.	90%
26 th Jan 2019 - 2 nd Feb 2019	Analysis and finalization of report	John.	gub)
3 rd Feb 2019 – 9 th Feb 2019	Findings and Suggestions	Hir.	940
10 th Feb 2019 – 16 th Feb 2019	Conclusion and Final Report	Hir.	gus/





College Seal

HOD Signature
Head of the Department