

THE ORGANISATIONAL STRUCTURE

The personnel function has a responsibility for providing the organisation's line and other staff functions with a personnel service. Organisationally the personnel function in the enterprise is performed by a personnel department which, in turn, constitutes an integral part of the organisation as a whole.

There are three types of authority relating to the organisation. These are line, functional and staff authority. These forms of authority are discussed below:

Line Authority

This type of authority can be defined as "that specific type of authority which gives managers the right to issue orders to subordinates and to expect the orders to be obeyed". In other words, this means the direct authority which a manager or a supervisor exercises over his immediate subordinates. The student should note that line authority can be applied within the personnel department, thus giving the personnel manager the right to issue orders to his own staff.

Functional Authority

This can be defined as the right given to staff personnel to demand compliance with methods, procedures, policies and timing regarding ones specialised function in the organisation.

This gives the personnel manager the right to issue enforceable instructions, with regard to personnel matters throughout the entire organisation in order to enable

him to carry out his responsibilities and duties outside his own division. For example, he can insist that personnel regulations and procedures are correctly carried out.

Staff Authority

The task of the personnel department is a staff function, which includes the responsibility of acting in an advisory and supportive manner with the remainder of the organisation. It should be noted that such advice is not enforceable.

All Rights Reserved © [Arab British Academy for Higher Education](http://www.abahe.co.uk)