Introduction:
Henri Fayol was born in 1841 in Istanbul, Turkey. He was a French Mining Engineer and Management Theorist. He graduated from Mining Academy in 1880 and founded a Mining company in 1888. Due to his contribution to Management theory and Principles he is known as Father of Modern Management. In his book published in 1916 titled “General and Industrial Management” he laid down the 14 principles of Management which are also known as Administrative Principles.

Management principles are the universally accepted and applicable rules or recommendations that guides the behaviour or decision making of a manager and helps the organisation grow.

Fourteen Principles of Management:

- Division of Work
- Authority and Responsibility
- Discipline
- Unity of Command
- Unity of Direction
- Subordination of Individual Interest
- Remuneration
- The Degree of Centralization
- Scalar Chain
- Order
- Equity
- Stability of Tenure
- Initiative
- Espirit de Corps

1] Division of Work:
According to Fayol, specialisation promotes efficiency of the workforce and increases productivity. So every work should be divided among the individuals and groups according to their expertise and specializations.
2] Authority and Responsibility:
Fayol defined authority as “the right to give orders and the power to exact obedience”. The managers should have the power to give orders but they should also remember that with authority comes responsibility. In other words, authority and responsibility go together and they are the two sides of the same coin.

3] Discipline:
The principle of management is about obedience. Good conduct and respectful interactions are often a part of the core values of mission and vision off an organisation. This management principle is essential and is seen as the oil to make the engine of an organization run smoothly.

4] Unity of Command:
The management principle ‘Unity of Command’ means that an individual employee should receive orders from one manager and should be accountable to that only.

5] Unity of Direction:
Employees who deliver same activities should be linked to the same objective in the organization. All activities must be carried out by one group that forms a team. These activities must be described in a plan of action. In simple words, Unity of Direction means the entire firm will move in the same direction.

6] Subordination of Individual Interest:
There are always many kinds of interests in an organization. The interest of any one employee should never be given more importance than the interest of the organization.

7] Remuneration:
Motivation and productivity are close to one another as far as the smooth running of an organization is concerned. This management principle argues that the remuneration should be sufficient to keep employees motivated and productive. There are two types of remuneration namely monetary and non-monetary, which pal an important role in employees motivation.

8] The Degree of Centralization:
Centralization implies the concentration of decision making authority at the top level management and sharing of authorities for the decision making process at middle and lower levels of management.. It is referred to as the decentralization. Fayol indicate that an organization should strive for good balance in this principle.

9] Scalar Chain:
Every organization has a hierarchical structure and employees should know their position in the organizations hierarchy. Managers in hierarchies belong to a chain like authority scale. Each manager has a certain amount of authority. The top management has the highest authority and
the lower management has the least authority. It is important for lower level managers to inform upper level managers about their work activities. The existence of a scalar chain is thus essential.

10] Order:
According to this principle, employees in an organization must have the right resources at their disposal, so that they can function properly in an organization. In addition to social order the work environment must be safe, clean and tidy.

11] Equity:
The management principle of equity is often included in the core values of an organization. According to Fayol, employees must be treated kindly and equally. Employees should always be in the right place in the organization to do things of their expertise and skills. Managers should supervise and monitor this process and hey should treat employees fairly and impartially.

12] Stability of Tenure:
In every organisation, employees must make an effort to reduce employee turnover. They should give priority to Personnel Planning, because recruitment and selection is a costly and time consuming process. Retaining employees should be the highest and top priority of management as it also enhances the morale of an employee and increases their productivity.

13] Initiative:
Henri Fayol suggests that the employees should be allowed to express new ideas and take initiatives. This encourages interest and involvement of an individual and creates added value for the company. Employee initiatives are a source of strength for the organizations according to Fayol. This encourages the employees to be more involved at their workplace.

14] Espirit de Corps:
Espirit de corps is a French phrase that translates into ‘group spirit’. Espirit de Corps is one of Henri Fayol’s 14 administrative or management principles. The principle states that an organization must make every effort to maintain group cohesion in the organization. It notes that dividing the competition is a clever tactic’ but dividing your own team is a serious error.