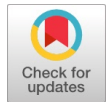


Employee Participation: Essential in Achieving Organizational Goals

Radhika Kapur



Abstract In all types of organizations, employees are regarded as the assets. These are required to make use of their educational qualifications, skills and abilities in achieving organizational goals and leading to up-gradation of overall structure of organizations. Hence, individuals in leadership positions need to encourage the participation of employees in various activities. The employee participation will be facilitating in stimulating their mind-sets towards implementation of tasks and activities. Furthermore, they will lead to up-gradation of motivation and concentration levels towards putting into operation different tasks and activities. They need to inculcate the traits of morality, ethics, diligence and conscientiousness. These traits are facilitating in doing well in one's job duties, generating desired outcomes and lead to up-gradation of overall structure of the organizations. Furthermore, individuals will render an important contribution in meeting the expectations of individuals in leadership positions. In addition, they will put in efforts to their best abilities in overcoming all the dilemmas and challenging situations. Furthermore, these are prevented from giving rise to barriers within the course of putting into operation different types of job duties and responsibilities. Therefore, it is well-understood, employee participation is essential in achieving organizational goals. The main concepts that are taken into account in this research paper are, understanding the meaning and significance of employee participation, measures to be put into operation in promoting enhancement of employee participation and advantages of promoting enhancement of employee participation.

Keywords: Employee, Enhancement, Job Duties, Methodologies, Organizations, Participation, Skills, Up-gradation

I. INTRODUCTION

The organizations are of different types, i.e. educational institutions of all levels, training centres, financial institutions, production and manufacturing organizations, services organizations, agencies, non-government organizations and so forth. In all types of organizations, human resources are regarded as assets. They are required to make use of their educational qualifications, skills and abilities in doing well in their job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations (Elum, 2019). Furthermore, one needs to make sure, they are not possessing any types of negative feelings in terms of any factors within the working environment.

In addition, it is of utmost significance for all the members to lead to up-gradation of motivation and concentration levels towards implementation of tasks and activities. As a consequence, all the members will render an important contribution in meeting the expectations of individuals in leadership positions. Therefore, it is necessary for human resources to make use of their educational qualifications, skills and abilities in an effective manner. In different types of organizations, human resources are putting into practice various types of job duties and responsibilities. Some of these are, production, manufacturing, office jobs, marketing, fieldwork, preparation of reports, teaching, instructing and so forth. In all types of jobs, it is of utmost significance for them to be well-equipped in terms of different types of job duties and responsibilities. Furthermore, they are required to augment information in terms of ways of carrying these out in a well-organized and disciplined manner (Erskine, 2013). One of the important aspects that needs to be taken into account is, all types of ways are required to be put into operation in a moral and ethical manner. In other words, positivity needs to be reinforced in all types of ways. All the members need to ensure, they are carrying out different types of tasks and activities in accordance to the expectations of individuals in leadership positions. In this manner, they are contributing in leading to up-gradation of overall organizational structure. Therefore, it is understood on a comprehensive basis that possession of adequate information in terms of these will be facilitating in incurring the feeling of job satisfaction.

A. Understanding the Meaning and Significance of Employee Participation

Throughout their jobs, all the members, irrespective of their job positions in the hierarchy need to be well-equipped in terms of different types of methodologies and procedures. These are referred to the ways of doing well in one's job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations. Furthermore, one will be able to render an important contribution in meeting the expectations of individuals in leadership positions. The various types of methodologies and procedures can be complicated and manageable. Furthermore, these are put into operation in more amount of time or can be less time-consuming and these are carried out on one's own or through working in collaboration and integration with other members. One needs to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice will be facilitating to the individuals in augmenting knowledge and understanding in terms of various areas [1].

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Hence, in order to enhance one's career prospects, it is necessary for all the members to be well-equipped in terms of different types of methodologies and procedures. Therefore, individuals are able to acquire an efficient understanding of the meaning and significance of employee participation, when they are augmenting information in terms of different types of methodologies and procedures. With advancements taking place and with the advent of modernization and globalization, it is necessary for individuals, belonging to all fields to be well-equipped in terms of different types of pioneering methods and materials [2]. As a consequence of being well-informed in terms of these, one will be carrying out tasks and activities in a well-organized manner. The different types of pioneering methods and materials are, utilization of graphs, charts, maps, models, structures, designs, images, pictures, tools, devices, apparatus, equipment and various types of technologies. The individuals are required to be well-informed in terms of ways of utilizing these in an effective manner. Furthermore, these need to be facilitating in achievement of organizational goals and promoting enhancement of overall structure of the organizations. One needs to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice will be facilitating to the individuals in augmenting knowledge and understanding in terms of various types of pioneering methods and materials. One of the important aspects that needs to be taken into account is, one needs to hone confidence levels. Furthermore, one will have to overcome the feelings of apprehensiveness and vulnerability. Hence, in order to enhance one's career prospects, it is necessary for all the members to be well-equipped in terms of different types of methodologies and procedures. Therefore, one is able to acquire an understanding of the meaning and significance of employee participation, when different types of pioneering methods and materials are utilized. Within the course of putting into operation various types of job duties, there are some job duties, which are put into operation on an individual basis, whereas, there are others, which are implemented through working in co-ordination with other members. Hence, it is of utmost significance for all the members to develop mutual understanding with each other. Though there are certain job duties, which are put into operation on an individual basis, but there are others, which require exchange of different types of ideas and viewpoints. Furthermore, one will be able to obtain answers to all types of questions that are overwhelming and clarify their doubts in terms of different types of subjects and concepts. All the members are required to be well-informed in terms of different types of techniques, which would be facilitating in reinforcing pleasantness in their terms and relationships with other members. As a consequence, there will be up-gradation of motivation and concentration levels towards carrying out different types of tasks and activities. Furthermore, one will render an important contribution in meeting the expectations of individuals in leadership positions. In this manner, one will incur the feeling of job satisfaction and retain their jobs. Therefore, an understanding of the meaning and significance of employee participation is acquired, when mutual understanding is developed among members [3].

B. Measures to be Put into Operation in Promoting Enhancement of Employee Participation

The individuals in leadership positions have the first and foremost job duty to ensure, human resources are recruited in an adequate manner. As a consequence of having job vacancies within the organizations, they need to ensure, right individuals are recruited in the right positions at the right time. The job duties of recruitment and selection are required to be carried out in a satisfactory manner (Fransson, n.d.). In carrying out the job duties of recruitment and selection, there are certain factors that need to be taken into account, i.e. educational qualifications, competencies, abilities, aptitude, personality traits and work experience. Furthermore, they are imparted with training in terms of various factors of the organizations [4].

In addition, one needs to augment information in terms of various types of measures to be put into operation in promoting enhancement of employee participation. The various types of methodologies and procedures can be complicated and manageable. Furthermore, the measures are put into operation in more amount of time or can be less time-consuming and these are carried out on one's own or through working in collaboration and integration with other members. All types of measures are required to be put into operation in a positive manner. Therefore, measures to be put into operation in promoting enhancement of employee participation are stated as follows:

C. Being Well-informed in Terms of Job Duties and Responsibilities

In different types of organizations, human resources are putting into practice various types of job duties and responsibilities. Some of these are, production, manufacturing, office jobs, marketing, fieldwork, preparation of reports, assignments, projects, teaching, instructing and so forth. In all types of employment settings, it is of utmost significance for them to be well-equipped in terms of different types of job duties and responsibilities. Furthermore, they are required to augment information in terms of ways of carrying these out in a well-organized and disciplined manner [5]. One of the important aspects that needs to be taken into account is, all types of ways are required to be put into operation in a moral and ethical manner. In other words, positivity needs to be reinforced in all types of ways. The positivity is facilitating in generating desired outcomes. All the members need to ensure, they are carrying out different types of job duties and responsibilities in accordance to the expectations of individuals in leadership positions. In this manner, they are contributing in leading to up-gradation of overall organizational structure. Therefore, being well-informed in terms of job duties and responsibilities is regarded as one of the indispensable measures to be put into operation in promoting enhancement of employee participation.

D. Being Well-equipped in Terms of Methodologies and Procedures

Throughout their jobs, all the members, irrespective of their job positions in the hierarchy need to be well-equipped in terms of different types of methodologies and procedures.



These are referred to the ways of doing well in one's job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations. Furthermore, one will be able to render an important contribution in meeting the expectations of individuals in leadership positions. The various types of methodologies and procedures can be complicated and manageable. Furthermore, these are put into operation in more amount of time or can be less time-consuming and these are carried out on one's own or through working in collaboration and integration with other members. One needs to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice will be facilitating to the individuals in augmenting knowledge and understanding in terms of various areas. Hence, in order to enhance one's career prospects, it is necessary for all the members to be well-equipped in terms of different types of methodologies and procedures. These need to be put into operation in moral and ethical manner. Furthermore, it needs to be ensured, these are facilitating in generating desired outcomes. Therefore, being well-equipped in terms of methodologies and procedures is one of the significant measures to be put into operation in promoting enhancement of employee participation.

E. Utilizing Modern, Scientific and Innovative Methods and Materials

With advancements taking place and with the advent of modernization and globalization, it is necessary for individuals, belonging to all fields to be well-equipped in terms of different types of modern, scientific and innovative methods and materials. As a consequence of being well-informed in terms of these, one will be carrying out tasks and activities in a well-organized manner. The different types of these methods and materials are, utilization of graphs, charts, maps, models, structures, designs, images, pictures, tools, devices, apparatus, equipment, machinery and various types of technologies. The individuals are required to be well-informed in terms of ways of utilizing these in an effective manner. Furthermore, these need to be facilitating in achievement of organizational goals and promoting enhancement of overall structure of the organizations. One needs to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice will be facilitating to the individuals in augmenting knowledge and understanding regarding various types of modern, scientific and innovative methods and materials. One of the important aspects is, one needs to hone confidence levels. Furthermore, one will have to overcome the feelings of apprehensiveness and vulnerability. Hence, in order to enhance one's career prospects, it is necessary for all the members to be well-equipped in terms of different types of these methods and materials. Therefore, utilizing modern, scientific and innovative methods and materials is an expedient measure to be put into operation in promoting enhancement of employee participation.

F. Forming Cordial and Amiable Terms and Relationships with others

Within the course of putting into operation various types of job duties, there are some job duties, which are put into operation on an individual basis, whereas, there are others, which are implemented through working in co-ordination

with other members. Hence, it is of utmost significance for all the members to form cordial and amiable terms and relationships with each other. Though there are certain job duties, which are put into operation on an individual basis, but there are others, which require exchange of different types of ideas and viewpoints. Furthermore, one will be able to obtain answers to all types of questions that are overwhelming and clarify their doubts regarding various factors. In addition, one will be able to obtain help from others in overcoming setbacks. All the members are required to be well-informed in terms of different types of techniques, which would be facilitating in reinforcing pleasantness in their terms and relationships with other members. As a consequence, there will be up-gradation of motivation and concentration levels towards carrying out different types of job duties and responsibilities. Furthermore, one will render an important contribution in meeting the expectations of individuals in leadership positions. In this manner, one will incur the feeling of job satisfaction and retain their jobs. Therefore, forming cordial and amiable terms and relationships with others is an eminent measure to be put into operation in promoting enhancement of employee participation.

G. Leading to Up-gradation of Training and Development Programs

When the human resources get recruited within organizations, they are required to get enrolled in training and development programs. The main objective of these programs is to impart information in terms of various factors of the organizations, i.e. mission, goals, objectives, job duties, responsibilities, methodologies, procedures, techniques, approaches, departments, personnel, infrastructure, amenities, facilities and overall structure of the organizations. The trainers are required to make use of different types of methodologies and procedures, which are facilitating in augmenting information in terms of various factors among trainees. In other words, training methods and materials are required to make use of these in an effective manner. The different types of training methods are, lecture method, vestibule training, case studies, simulation, field-work, role playing and so forth. The trainers are required to make sure, these are facilitating in doing well in one's job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations. One of the important aspects that needs to be taken into account is, trainees are well-prepared. Furthermore, they are able to contribute efficiently in promoting enhancement of organizational culture. In addition, up-gradation will take place of overall structure of the organizations. Therefore, leading to up-gradation of training and development programs is a renowned measure to be put into operation in promoting enhancement of employee participation.

II. HONING ANALYTICAL AND CRITICAL-THINKING SKILLS

All the members, irrespective of their job positions in the hierarchy need to put emphasis on honing analytical and critical-thinking skills. These are the skills, which are facilitating in carrying out certain types of job duties and responsibilities.



Furthermore, in putting into operation different types of methodologies and procedures, one needs to put into operation these skills. Analytical skills are facilitating in conducting analysis of all types of alternatives and options. On the other hand, critical-thinking skills are facilitating in implementing rational, logical and methodological thinking. Hence, throughout the job duties of the individuals, they are required to lead to up-gradation of analytical and critical-thinking skills. These are the skills, which are facilitating in doing well in one's job duties and generating desired outcomes. All the members are required to be well-informed in terms of different types of techniques, which would be facilitating in reinforcing these skills. As a consequence, there will be up-gradation of motivation and concentration levels towards carrying out different types of job duties and responsibilities. Furthermore, one will render an important contribution in meeting the expectations of individuals in leadership positions. One of the major factors is, individuals will contribute efficiently in generating desired outcomes. In this manner, one will incur the feeling of job satisfaction and retain their jobs. Therefore, honing analytical and critical-thinking skills is a notable measure to be put into operation in promoting enhancement of employee participation.

A. Making Wise and Productive Decisions

Making wise and productive decisions is regarded as one of the major tasks that individuals in leadership positions are required to carry out. The different factors in terms of which decisions need to be made are, job duties, responsibilities, methodologies, procedures, techniques, approaches, departments, personnel, infrastructure, amenities, facilities, training and development programs, recruitment and selection methods and overall structure of the organizations. In order to put into operation this task in a well-organized manner, one needs to conduct the analysis of all types of alternatives and options. After the analysis is conducted, selection is made of the most feasible and worthwhile alternative or option. Hence analytical skills are facilitating in conducting analysis of all types of alternatives and options that are available. On the other hand, critical-thinking skills are facilitating in implementing rational, logical and methodological thinking. Hence, individuals in leadership positions are vested with the authority and responsibility of making wise and productive decisions in terms of various factors. Furthermore, one needs to ensure, these are facilitating in achievement of organizational goals and leading to up-gradation of overall structure of the organizations. In addition, one will render an important contribution in making wise and productive decisions. Therefore, making wise and productive decisions is a noteworthy measure to be put into operation in promoting enhancement of employee participation.

B. Managing Resources in an Effective Manner

The individuals in leadership positions are required to manage resources in an effective manner. The different types of resources that needs to be managed are, financial, human, technical, material and information resources. The financial resources are the monetary resources. These are essential in fulfilling different types of needs and requirements. Human resources are the personnel. They are required to make use of their educational qualifications, skills and abilities in an

effective manner. Technical resources are various types of technologies, i.e. computers, lap-tops, I pads, scanners, printers, photo-copiers, audio-visual aids and so forth. Material resources are, tools, devices, apparatus, machinery, equipment and gear. Information resources are, books, articles, reports, projects, newspapers, magazines, other reading materials and internet. Within the course of putting into operation different types of job duties and responsibilities, different types of resources need to be utilized in a satisfactory manner. In order to do well in one's job duties, achieve organizational goals and lead to up-gradation of overall structure of the organizations, one needs to ensure, all types of resources are managed in an effective manner. The individuals in leadership positions are required to formulate certain laws and rules, which would be facilitating in managing resources in an effective manner. Furthermore, one needs to ensure wastage is prevented. Therefore, managing resources in an effective manner is a meaningful measure to be put into operation in promoting enhancement of employee participation.

C. Providing Infrastructure, Amenities and Facilities

The individuals need to make provision of infrastructure, amenities and facilities. The various types of infrastructure, amenities and facilities are, power supplies, water supplies, restrooms, clean drinking water, heating and cooling equipment in accordance to the weather conditions, communication networks, transportation facilities, ramps, elevators, furniture, buildings and overall environmental conditions. As a consequence of making these available, one will be able to lead to up-gradation of motivation and concentration levels towards putting into operation different types of tasks and activities. Furthermore, one will be able to do well in one's job duties, achieve organizational goals and lead to up-gradation of overall structure of the organizations.

Furthermore, one needs to ensure, all types of infrastructure, amenities and facilities are managed in a satisfactory manner. The individuals in leadership positions are required to formulate certain laws and rules, which would be facilitating in managing different types of infrastructure, amenities and facilities in an effective manner (Goldby, n.d.). In addition, one needs to ensure wastage is prevented. Hence, one needs to ensure, different types of infrastructure, amenities and facilities are managed in an effective and satisfactory manner. Therefore, providing infrastructure, amenities and facilities is a worthwhile measure to be put into operation in promoting enhancement of employee participation.

III. CREATING AMIABLE ENVIRONMENT WITHIN WORKPLACE

Creating amiable environment within workplace is regarded as one of the major goals of individuals, belonging to all job positions in the hierarchy of the organizations. In order to achieve this goal, there are various factors that need to be taken into account, i.e. implementing effective communication processes; making wise and productive decisions in terms of various factors;



being well-informed in terms of job duties and responsibilities; being well-equipped in terms of methodologies and procedures; utilizing modern, scientific and innovative methods and materials; inculcating the traits of morality and ethics; implementing the traits of diligence, resourcefulness and conscientiousness; taking out sufficient amount of time for all tasks and activities; putting in efforts to one's best abilities; possessing the abilities to work under stress and forming cordial and amiable terms and relationships with other members.

As a consequence of acknowledging and putting into operation all these factors, one will render an important contribution in doing well in one's job duties, achieving organizational goals and leading to up-gradation of overall structure of the organizations. Furthermore, one will be able to contribute efficiently in honing organizational culture. Therefore, creating amiable environment within workplace is an essential measure to be put into operation in promoting enhancement of employee participation.

A. Advantages of Promoting Enhancement of Employee Participation

The individuals, belonging to all job positions in the hierarchy of the organizations need to put emphasis on all types of factors and areas, which would render an important contribution in promoting enhancement of employee participation (Greenberg, 2012). The different types of tasks and activities need to be implemented in a disciplined and satisfactory manner. Furthermore, positivity needs to be reinforced in these. In addition, all the members need to be well-informed in terms of advantages of promoting enhancement of employee participation. The different types of advantages are, augmenting skills and abilities; carrying out job duties and responsibilities in a well-organized manner; meeting the expectations of individuals in leadership positions; inculcating the traits of morality, ethics, diligence and conscientiousness and promoting enhancement of organizational culture. These are stated as follows:

B. Augmenting Skills and Abilities

The individuals, belonging to all job positions in hierarchy of the organizations need to put emphasis on augmenting skills and abilities. The different types of skills are, communication skills, decision-making skills, analytical skills, critical-thinking skills, problem-solving skills, technical skills, creative skills, leadership skills, negotiation skills, personal skills, professional skills, presentation skills, intellectual skills, artistic skills, public-speaking skills and time-management skills. On the other hand, abilities, which need to be honed are, convincing, persuasion, planning, organizing, recruiting, directing, controlling, co-ordinating, emotional intelligence, systems thinking, possessing the abilities to work under stress, putting in efforts to one's best abilities, coping with different types of dilemmas and challenging situations in an effective manner and carrying out all types of job duties and responsibilities in a satisfactory manner. Furthermore, one will contribute efficiently in meeting the expectations of individuals in leadership positions. In addition, one will contribute in incurring the feeling of job satisfaction and retaining their jobs. Therefore, augmenting skills and abilities is regarded as one of the

indispensable advantages of promoting enhancement of employee participation.

C. Carrying out Job Duties and Responsibilities in a Well-organized Manner

In all types of employment settings, it is of utmost significance for them to be well-equipped in terms of different types of job duties and responsibilities. Furthermore, they are required to augment information in terms of various strategies of carrying these out in a well-organized and disciplined manner. One of the important aspects that needs to be taken into account is, all types of strategies are required to be put into operation in a moral and ethical manner. In other words, positivity needs to be reinforced in all types of ways. The positivity is facilitating in doing well in one's jobs and in generating desired outcomes. All the members need to ensure, they are carrying out different types of job duties and responsibilities in accordance to the expectations of individuals in leadership positions. This is facilitated through honing motivation and commitment levels. Hence, when participation will be enhanced, one will carry these out in a satisfactory manner. Therefore, carrying out job duties and responsibilities in a well-organized manner is one of the significant advantages of promoting enhancement of employee participation.

D. Meeting the Expectations of Individuals in Leadership Positions

As a consequence of promoting enhancement of employee participation, members will render an important contribution in meeting the expectations of individuals in leadership positions. The different types of job duties and responsibilities will be put into operation in such a manner that the individuals in leadership positions will be satisfied with the job performance of the individuals. As a consequence, one will be able to contribute efficiently in bringing about improvements in their methodologies and procedures. Furthermore, one will be able to contribute efficiently in promoting enhancement of their career prospects. The employees need to ensure, they are well-prepared. In addition, one will have to inculcate the traits of morality, ethics, diligence and conscientiousness. These traits are facilitating in coping with different types of setbacks. Furthermore, one will be able to contribute efficiently in doing well in one's job duties and achieving desired goals and objectives. Hence, it is understood on a comprehensive basis that leaders will be satisfied with enhanced job performance of the individuals. Therefore, meeting the expectations of individuals in leadership positions is an expedient advantage of promoting enhancement of employee participation.

E. Inculcating the Traits of Morality, Ethics, Diligence and Conscientiousness

In order to do well in one's job duties, achieve desired goals and objectives and lead to up-gradation of overall structure of the organizations, it is of utmost significance to inculcate the traits of morality, ethics, diligence and conscientiousness.



Employee Participation: Essential in Achieving Organizational Goals

Throughout one's jobs, one needs to acknowledge the meaning and significance of these traits. These are the traits, which are facilitating in differentiating between various types of appropriate and inappropriate factors; augmenting information in terms of various types of subjects and concepts; conducting research through utilizing various sources; reinforcing the traits of honesty, efficiency and truthfulness; putting in efforts to one's best abilities; possessing the abilities to work under stress; coping with various types of dilemmas and challenging situations; not possessing any types of negative feelings in terms of anybody; reinforcing a constructive approach and carrying out different types of job duties and responsibilities in a satisfactory manner. As a consequence of enhancing job performance, all the members will be able to acknowledge and implement these traits. Therefore, inculcating the traits of morality, ethics, diligence and conscientiousness is an eminent advantage of promoting enhancement of employee participation.

F. Promoting Enhancement of Organizational Culture

Promoting enhancement of organizational culture is regarded as one of the major goals of all individuals, belonging to all job positions in the hierarchy of the organizations. In order to augment organizational culture, there are certain factors, which need to be taken into account, i.e. honing communication skills and interactive abilities; making wise and productive decisions; differentiating between various types of appropriate and inappropriate factors; augmenting information in terms of various types of subjects and concepts; conducting research through utilizing various sources; reinforcing the traits of honesty, efficiency and truthfulness; putting in efforts to one's best abilities; coping with various types of dilemmas and challenging situations; reinforcing a constructive approach and carrying out different types of job duties and responsibilities in a satisfactory manner. As a consequence of enhancing job performance, all the members will be able to acknowledge and implement these factors. One of the important aspects is, it needs to be ensured, these factors are approving to all the members and overall structure of the organizations. Therefore, promoting enhancement of organizational culture is a renowned advantage of promoting enhancement of employee participation.

IV. CONCLUSION

Employees are assets in all types of organizations. Measures to be put into operation in promoting enhancement of employee participation are, being well-informed in terms of job duties and responsibilities, being well-equipped in terms of methodologies and procedures, utilizing modern, scientific and innovative methods and materials, forming cordial and amiable terms and relationships with others, leading to up-gradation of training and development programs, honing analytical and critical-thinking skills, making wise and productive decisions, managing resources in an effective manner, providing infrastructure, amenities and facilities and creating amiable environment within workplace. Advantages of promoting enhancement of employee participation are, augmenting skills and abilities;

carrying out job duties and responsibilities in a well-organized manner; meeting the expectations of individuals in leadership positions; inculcating the traits of morality, ethics, diligence and conscientiousness and promoting enhancement of organizational culture. Finally, it can be stated, enhancement of employee participation is facilitating in leading to up-gradation of organizations.

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