

S.D.E.

M.B.A. SEM-III (2013 COURSE) : SUMMER - 2018

**SUBJECT: ELECTIVE – IV : d) EMPLOYEE ADMINISTRATION, INDUSTRIAL
RELATIONS AND LABOUR WELFARE (HRM)**

Day: **Thursday**
Date: **28/06/2018**

S-2018-4414

Time: **10.00 A.M. TO 1.00 P.M.**
Max Marks. 70

N.B.

- 1) Attempt **ANY FOUR** questions from **Section – I** and **ANY TWO** questions from **Section – II**.
 - 2) Answers to both the sections should be written in the **SEPARATE** answer book.
 - 3) Figures to the right indicate **FULL** marks.
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SECTION - I

- Q.1** Discuss the areas of maintaining employee relations and the welfare provision (10)
to be made available to them.
- Q.2** Define “Industrial Dispute” and state the machinery set – up to resolve these (10)
disputes.
- Q.3** What is the concept of lock – out and briefly discuss the legality of lock – out. (10)
- Q.4** Discuss the Trade approaches to employees’ welfare. (10)
- Q.5** Write short notes on (**ANY TWO**) (10)
- a) Statutory welfare provisions
 - b) Grievance handling
 - c) Charge sheet methods

SECTION - II

- Q.6** As an HR Manager you are supposed to prepare a Personnel Policy Manual. (15)
What are the salient features you propose to include in the manual?
- Q.7** Mr. Abraham remained absent for 45 days on six occasions. Prepare a charge (15)
sheet for Mr. Abraham for his unauthorized absenteeism.
- Q.8** Present your views, briefly, on significance of strikes and lock – outs in the (15)
globalized scenario.

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