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UNIVERSITY OF PETROLEUM AND ENERGY STUDIES

End Semester Examination May, 2018

Programme: BBA CORE HR
Course Name: Industrial Relations
Course Code: BBCH 114
No. of page/s: 2

Semester – IV
Max Marks : 100
Duration: 3 Hours

Section- A

Maximum Marks: 20

Note: Attempt all questions. All questions carry equal marks.

1. Fill in the Blanks.

- (i) The Industrial Tribunal takes up the matters which are listed in _____ Schedule and Labour Court takes up the matters which are listed in _____ Schedule under The Industrial Disputes Act, 1947.
- (ii) While taking final decision in the disciplinary proceedings, it should be ensured that punishment awarded should not be _____ to the acts of misconduct committed, as one of the Principles of Natural Justice.
- (iii) BMS (Bharatiya Mazdoor Sangh), a National Federation of Trade Union is affiliated to which political party_____.
- (iv) Three parties to the Industrial Relations are (i) _____ (ii) _____ and (iii)_____
- (v) _____% of the Office-Bearers of a Trade Union can be outsiders, as per The Trade Unions Act, 1926.

Section B

Maximum Marks: 20

Note: Attempt all questions. All questions carry equal marks.

2. What is the objective of Workers' Participation in Management?
3. What are the Principles of Natural Justice?
4. What is the need for a grievance handling/Redressal procedure in an organization?
5. What are conciliation proceedings and Role of Conciliation Officer in such proceedings, as per the provisions of The Industrial Disputes Act, 1947?
6. What are the matters/items covered and not covered under the jurisdiction of Works Committee?

Section C

Maximum Marks: 30

Note: Out of following 3 questions, attempt any two. Each questions carries 15 marks.

7. Explain the procedure for taking disciplinary action.
8. Explain the Duties of the 'Employer' under The Sexual Harassment of Women at Work Place (Prevention, Prohibition & Redressal) Act, 2013
9. Explain different statutory authorities under The Industrial Disputes Act, 1947 for adjudication of industrial disputes and their role.

Section D

Maximum Marks: 30

Case study/Situation: Mr. Hanumant Singh, Employee NO: 21007 S/o of Mr. Prashant Singh has been working as Switch Board Operator in M/s. Syndicate Cables Ltd., Industrial Town, Noida. His schedule timings for "C" shift working are from 10 p.m. to 6 a.m. (next morning)

On 19th April, 2018 (Thursday), he came for duty at about 10:30 p.m. in a drunken state and after entering into Factory Premises from the Main Gate, marked his attendance in the Punching Card at the Time Office. He started shouting at his highest pitch abusing his Shift Foreman, Mr. Neeraj in front of other two Operators namely Mr. Shiv Mohan and Mr. Ram Singh. He has also torn off Log Sheets in front of Shift Foreman and other said Operators. He then caught hold the collar of Shift Foreman in front of these Operators. After this incident, he left the factory premises at about 10:45 p.m. He did not perform any duty on the said date. 20th April, 2018 (Friday) was his weekly Rest Day. On 21st April, 2018 he was to perform his duty in "A" Shift but he neither turned up for duty nor sent any intimation for his absence. It has also been reported that he is habitual absentee and this causes loss to the production also.

Assuming yourself as the H. R. Executive of M/s. Syndicate Cables Ltd., answer the following questions based on above case study/situation :-

10. Draft a Charge Sheet, also placing Mr. Hanumant Singh under suspension pending disciplinary proceedings.(15 marks)
11. Presuming Mr. Hanumant Singh refuted all the charges leveled against him, draft a Notice for holding Inquiry in the above incident. (15 marks)