

Subject : Elective-IV : Employee Administration, Industrial Relations & Labour Welfare (Human Resource Management)

Day : Wednesday
Date : 21/12/2016



Time : 10.00 AM TO 1.00 PM
Max Marks : 70 Total Pages : 1

N.B.

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

SECTION – I

- Q.1** Define Industrial Relations and explain importance of maintaining sound as well as healthy Industrial Relations. (14)
- Q.2** What is a Domestic Enquiry? Illustrate with examples precautions to be taken in conducting a domestic enquiry so that it will be held valid when reference is made a labour court. (14)
- Q.3** Highlight historical development on labour reforms in India. (14)
- Q.4** What is a Grievance? Explain the different steps for an ideal grievance redressal procedure. (14)
- Q.5** Write short note on any **TWO**: (14)
- a) Personnel Policy Manual
 - b) Industrial Disputes
 - c) Statutory Welfare Provisions

SECTION – II

- Q.6** Explain new paradigms in Employee Relations in India. (14)
- Q.7** Prepare a charge sheet addressed to Mr. K.Y. Naik who had given unsatisfactory explanation to the show cause notice for his unauthorized absence during last year. Make your own assumptions. (14)
- Q.8** Your organization intends to have large scale retail outlets in big cities in India. Prepare an explanatory note addressed to the managers of these retail stores, on precautions the managers should take to ensure that no industrial dispute occurs in his retail outlet. (14)

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