

LABOUR LEGISLATION AND ADMINISTRATION

Time : Three hours

Maximum : 100 marks

Answer any FIVE questions.

All questions carry equal marks.

1. Explain the terms minimum wage, living wage and fair wage with illustration.
2. Discuss in detail the provisions relating to coal mines Labour Welfare Fund Act, 1947.
3. 'Plantations Labour Act, 1951 is a piece of social welfare legislation'—Discuss.
4. Who are dock labours? State and explain the welfare measures undertaken under the Dock Labourers Act 1954.
5. Explain the scope of shops and establishment Act.
6. Under what circumstances an employer is held liable under Workmen's Compensation Act?
7. State and explain the machinery for settlement of Industrial disputes.

8. Discuss the impact of labour legislations on organised functioning with special reference to personnel functions.
 9. Summarise the problems of labour administration with special reference to Public Sector and small Business.
 10. How are I.L.O Organs Governing Indian Labour Administration?
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**Paper VIII — MAN POWER PLANNING,
RECRUITMENT AND SELECTION**

Time : Three hours

Maximum : 100 marks

Answer any FIVE questions.

All questions carry equal marks.

1. Explain the need for human resource planning.
2. Discuss the various sources of information about job.
3. List out the contents and limitations of job descriptions.
4. Narrate the recruitment policy practices in India.
5. What procedures are to be followed for selection of human resources?
6. Define test state the characteristics of tests.
7. Mention the qualities of a successful interview.
8. Describe the merits and demerits of job evaluation.

9. Briefly explain the process of human resources planning.
 10. Write short notes on :
 - (a) Job specification
 - (b) Personality test
 - (c) Interview techniques
 - (d) Job analysis.
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TRAINING AND DEVELOPMENT

Time : Three hours

Maximum : 100 marks

Answer any FIVE questions.

All questions carry equal marks.

1. Explain the concept of training. Discuss the objectives of a training programme.
2. What are the steps involved in training programme? Explain.
3. Define training policy. Discuss its significance.
4. Explain the procedure involved in the training preparation.
5. State and explain the various issues relating to location of training and techniques to be adopted.
6. Critically examine off the job training methods in practice.
7. What is training effectiveness? How do you evaluate training effectiveness?

8. State the assumptions of laboratory training. Explain its goals.
9. How would you identify development needs? Explain.
10. Define Management Development Appraisal. Explain its various techniques.

