

SCHEDULE

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A] PERSONAL INFORMATION

Name of Organization:

Address:.....

Name of Respondent:..... 4. Qualification:

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B] STRUCTURED SCHEDULE TO KNOW THE IMPORTANCE OF QWL**PARAMETERS FOR WORKERS WORKING IN ENGINEERING UNIT**

SR.	CATEGORY	I	II	III	IV	V
	<i>A. Adequate and Fair Compensation</i>					
1.	Organization pays workers according to Minimum Wages Act.					
2.	Payment of Bonus as per Bonus Act.					
3.	Overtime pay at double rate					
4.	Productivity based incentive					
5.	Provision of provident fund					
6.	Provision of Medical Fund or E.S.I.					
7.	Other employees welfare schemes					
	<i>B. Safe and Healthy Working Conditions</i>					
8.	Floor cleanness					
9.	Sanitary and drainage cleanness					
10.	Disposal of wastes and effluents					
11.	Adequate light arrangement					
12.	Ventilation and temperature					
13.	Dust and Fumes					
14.	Overcrowding					
15.	Latrines and urinals					
16.	Fencing of machinery					
17.	Work on or near machinery in motion					
18.	Striking Gears and devices for cutting off power					
19.	Casing of new machinery					
20.	Hoists and lifts					
21.	Lifting machines, chains, ropes and lifting tackles					
22.	Revolving machinery					
23.	Pits, sumps, openings in floor					
24.	Excessive weights					
25.	Explosive/inflammable dust & gases					
26.	Safety Limit Marking					

27.	Safety space between machine					
28.	Safety goggles and shoes etc.					
29.	Site Development					
30.	Dinning and Rest room					
31.	Drinking Water					
32.	First Aid Box					
33.	Industrial Uniform					
34.	Canteen Facilities					
35.	Formal Safety Training					
36.	Fire Fighting Equipment's					
	<i>C. Immediate Opportunity To Use And Develop Human Capability</i>					
37.	Management practiced redesigning					
38.	Management evaluated effects of redesigning					
39.	Management diagnose job before redesigning					
40.	Management consult workers before redesigning					
41.	Workers participation in decision making					
42.	Workers require multiple skill to do the job					
43.	Workers perform complete job					
44.	Regular feedback about work to employees					
45.	Workers enjoys autonomy at work					
46.	Moderate delegation of authority to workers					
	<i>D. Future opportunity for continued growth and security</i>					
47.	Challenging job opportunities					
48.	Career planning system / policy					
49.	Career counseling					
50.	Career development workshops					
51.	Mentoring programs					
52.	Assessment centers					
53.	Availability of Training & Development program Internal (classroom training / on the job training / apprenticeship / case study)					
54.	Availability of Training & Development program External (Institutional / industrial visits / seminars & conference / overseas visits)					
55.	Promotion or upward move					
56.	Employed job rotation system					
57.	Arrangement for employment security					
58.	Chance for expanding knowledge					
59.	Personality development					
60.	Suggestion Scheme					
	<i>E. Social Integration in the Work Organization</i>					
61.	Existence of natural work units.					
62.	Workers Meeting					
63.	Top executives involved in socio cultural activities					
64.	Celebration of different festivals					
65.	Sense of community					
66.	Inter personnel openness					

67.	Workers receive humanized treatment					
68.	Freedom from prejudice					
69.	Workers meeting with top officials					
70.	Workers meetings with owners / Directors					
	<i>F. Constitution In The Work Organization</i>					
71.	privacy					
72.	Scope for free speech					
73.	Recruitment procedure					
74.	Promotion policy					
75.	Disciplinary Procedure					
76.	Grievance Procedure					
77.	Training & Development Policy					
78.	Performance Appraisal Policy					
	<i>G. Balanced Role of Work in the Total Life Space</i>					
79.	Overtime work					
80.	Work during inconvenient hours					
81.	Overload of work					
82.	Transfers					
83.	Employees enjoy weekly off.					
84.	Employees avail Government declared Holidays					
85.	Employees enjoy pay leaves					
86.	Equality In Work					
87.	Worker spare time for family balancing his work					
88.	<i>H. Social Relevance Of Work</i>					