

APPENDIX-II.

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6.	<u>DESIGNATION</u>	:
7.	<u>JOB CLARIFICATION</u>	:
	Skilled	: 1
	Semi-skilled	: 2
	Unskilled	: 3
8.	<u>EXPERIENCE</u>	:
	1 to 5 years	: 1
	5 to 10 years	: 2
	10 to 15 years	: 3
	15 to 20 years	: 4
	Above 20 years	: 5
9.	<u>REMUNERATION</u>	:
	i) Daily	:
	ii) Weekly	:
	iii) Monthly	:
	Below Rs. 500	: 1
	Rs. 500 to Rs. 750	: 2
	Rs. 750 to Rs. 900	: 3
	Rs. 900 to Rs.1100	: 4
	Rs. 1100 to Rs.1300	: 5
	Above Rs. 1300	: 6
10.	Do your parents	:
	worked/working	:
	in this factory	:
	Yes	:
	No	:

11. PROMOTION :
- Based on experience : 1
- Based on seniority : 2
- Based on ability : 3
12. a) Have you had any :
- grievance in the :
- past 2/3 years. :
- Yes : 1
- No : 2
- b) Nature of the :
- Grievance :
- 1
- 2
- 3
- 4
- c) To whom you reported :
- the matter :
- Immediate : 1
- superior :
- Union Representative : 2
- Department Head : 3
- Personnel Manager : 4
- d) What is the result :
- e) Time taken for :
- settlement of :
- the grievance :
- Immediately : 1
- One day : 2
- Couple of days : 3

- | | | |
|-----|---|--------|
| | One week | : 4 |
| | One months | : 5 |
| | Not settled | : 6 |
| | f) <u>Settlement</u> | : |
| | Very much satisfied | : 1 |
| | Satisfied | : 2 |
| | Not satisfied | : 3 |
| 13. | a) Are you aware of the grievance procedure | :
: |
| | Aware | : 1 |
| | Unaware | : 2 |
| | b) Could you explain the procedure | :
: |
| 14. | How the grievance procedure communicated to you | :
: |
| | You Yourself | : 1 |
| | Co-worker | : 2 |
| | Supervisor | : 3 |
| | By standing orders | : 4 |
| 15. | a) Are you satisfied with the grievance procedure ? | :
: |
| | Yes | : 1 |
| | No | : 2 |
| | b) Is there any need of alteration | :
: |
| | Yes | : 1 |
| | No | : 2 |
| | c) How it helped in your grievance settlement | :
: |
| | 1 | |
| | 2 | |

16. Do you have any grievance :
with regard to :
- a) Working conditions
- | | | |
|--------------------|-----|---|
| 1. Ventilation | : 1 | 2 |
| 2. Heat | : 1 | 2 |
| 3. Dust | : 1 | 2 |
| 4. Smoke | : 1 | 2 |
| 5. Over Crowdy | : 1 | 2 |
| 6. Noise | : 1 | 2 |
| 7. Operation | : 1 | 2 |
| 8. Safety measures | : 1 | 2 |
- b) Additional Remuneration
- | | | |
|----------------------------------|-----|---|
| 1. Wages | : 1 | 2 |
| 2. Overtime | : 1 | 2 |
| 3. Increment | : 1 | 2 |
| 4. Bonus | : 1 | 2 |
| 5. Holidays | : 1 | 2 |
| 6. Leave facilities | : 1 | 2 |
| 7. Strict Rules by
Department | : 1 | 2 |
| 8. Provident Fund | : 1 | 2 |
| 9. Pension | : 1 | 2 |
- c) Welfare facilities
- | | | |
|---------------------------------|-----|---|
| 1. Food in Canteen | : 1 | 2 |
| 2. Drinking water
facilities | : 1 | 2 |
| 3. Toilet | : 1 | 2 |
| 4. Medical facilities | : 1 | 2 |

17. a) Do you have any :
grievance committee :
Yes :
No :
- b) Who are the members :
of the committee :
18. Whom you prefer to solve :
your grievance :
1. Union representatives : 1
2. Personnel Officers : 2
3. Outside party : 3
19. a) Is your Supervisor :
easily approachable :
to you :
- Yes : 1
No : 2
- b) Is Supervisor impartial :
to all workers :
- Yes : 1
No : 2
- c) Does the Supervisor :
listen to your problems :
carefully :
- Yes : 1
No : 2
- d) Is your relationship :
with Supervisor is good :
- Yes : 1
No : 2

20. Does the Supervisor discriminate in allotting overtime :
: :
: :
Yes : 1
No : 2
21. Would you any time disclose your personal problems to your Supervisor :
: :
: :
Some times : 1
Always : 2
Only if it is serious : 3
No : 4
22. Does your Supervisor appreciate your efficiency :
: :
Always : 1
Some times : 2
No : 3
23. a) Does your Supervisor try to find fault in you :
: :
No : 1
Some times : 2
Always : 3
b) Reasons :
1.
2.
24. What is your opinion about your Supervisor :
: :
1.
2.

25. How do you feel about :
your work :
Very much satisfied : 1
Satisfied : 2
Not satisfied : 3
26. a) What is your opinion :
about the existing trade :
unions in your organisation:
Should exist : 1
Should not exist : 2
- b) If they should exist how :
far they are helpful in :
settling your grievance :
1.
2.
3.
27. To what existant personal :
officer is helpful in :
settling your grievance :
1.
2.
3.
28. Do you find any drawbacks :
in the grievance procedure :
1.
2.
3.

29. Your suggestions to make :
it clear, simple and :
accurate and useful :

1.

2.

3.

4.

5.

STATION :

D A T E :

INVESTIGATOR

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