

## **CHAPTER III**

---

### **METHODOLOGY**

---

## CHAPTER III

---

3.1 Introduction

3.2 Scope of the Study

3.3 Statement of the problem

3.4 Objectives

3.5 Tools used

3.6 The format of the questionnaire

3.7 Scoring pattern and statistical analysis

3.8 Data collection

3.9 Administration of the questionnaire

3.10 Interview schedule

3.11 Conclusion

## **CHAPTER III**

### **METHODOLOGY**

#### **3.1 INTRODUCTION:**

Labour absenteeism is being often mentioned as one of the chronic problems of our industries. The problem of absenteeism differs from one organisation to another organisation, and also from one geographical region to another region. Employees dissatisfaction working conditions, improper management, health problems are some of the known reasons of absenteeism.

The term “Labour absenteeism” refers to the worker’s absence from his regular tasks when he is normally scheduled to work. This includes time lost due to sickness, accident and also due to their personal reasons, whether this absenteeism is authorized or unauthorized one. But usually involuntary lay off, lack of work, authorized leave or vacation periods and stoppages of work are not considered as absenteeism.

#### **3.2 SCOPE OF THE STUDY:-**

The rationale of the present study is to find out the reasons of absenteeism in small scale industries. It is also assumed that magnitude of the absenteeism is dependent upon the type of the organisation. Further the study has been restrained to a selected small scale industries classified into Chemical based Industries, Mineral based Industries, General Industries, Textile based Industries, and Food and Beverage based Industries.

### **3.3 STATEMENT OF THE PROBLEM:-**

The present study focuses on absenteeism in a small scale industries located in Tumkur Dist. of Karnataka. It can be assumed that the causes of absenteeism differ from one region to another region whether it is small scale industries or large scale industries. Hence, the statement of the problem is “Study of Absenteeism in Selected Small Scale Industries in Tumkur Dist. of Karnataka State.”

### **3.4 OBJECTIVES:**

1. The objective of the present study is to find out reasons for absenteeism in selected small scale industries in Tumkur Dist of Karnataka.
2. To find the type of organisation and the reasons for absenteeism.
3. To analyse the job satisfaction in various job aspects such as co-workers, job itself and their physical “Environment”.
4. To study the factors responsible for absenteeism.
5. Know whether the factors responsible for absenteeism differ between one organisation to another.

### **3.5 TOOLS USED:**

Absenteeism Questionnaire.

A set of questioner was prepared by keeping objective of present study to elicit the information from the workers.

The first draft of questionnaire was prepared by consulting the owners of the industries and also other experts in the field. The questionnaire has three parts.

The first part consist of seven questions dealing with the reasons for absenteeism.

The second part deals with job aspects, consists of five questions.

The third part is related to ranking of the five factors responsible for absenteeism. They are,

1. Own business.
2. Agricultural work.
3. Participate in political parties.
4. Heavy work load.
5. Managerial problem.

### **3.6 THE FORMAT OF THE QUESTIONNAIRE:**

The questionnaire was administered in 5 points scale (Part 1) ranging from Strongly Agree to Strongly Disagree.

The second part of questionnaire which is related job aspect has been administrated in a seven points scale. They are:

1. Delighted.
2. Pleased.
3. Mostly satisfied.

4. Mixed; about equally satisfied and dissatisfied.
5. Mostly dissatisfied.
6. Unhappy.
7. Terrible.

### **3.7 SCORING PATTERN AND STATISTICAL ANALYSIS:**

The following is the format of scoring pattern:

<b>Response</b>	<b>Point.</b>
Strongly Agree	1
Agree	2
Conceded	3
Disagree	4
Strongly Disagree	5

About job related aspect the scoring pattern was carried out in the following manner:

<b>Response</b>	<b>Point.</b>
Delight	1
Pleased	2
Mostly Satisfied	3

Mixed (About equally satisfied and dissatisfied)	4
Mostly dissatisfied	5
Unhappy	6
Terrible	7

The Mean and Standard Deviation was tabulated and computed between the industries and also between the factors responsible for absenteeism.

The ranking of five factors was also separately tabulated between the industries.

A structured questionnaire was prepared from the point of view of the Owners / Managers of the factories to get the information related to problem of absenteeism in Small Scale Industries.

### **3.8 DATA COLLECTION:**

The data has been collected from Tumkur Dist of Karnataka state.

For the present study five different industries have been selected; namely: Chemical based Industries, Mineral based Industries, General Industries, Textile Industries, and Food and Beverage based Industries. In each category five industries have been selected. Totally 25 Small Scale Industries have been contacted according to convenience. Since it is not a survey, the industries have been chosen according to convenience. The questionnaire was administered directly to all the respondents personally. Since the workers are not well versed

with the English language the meaning has been explained in their vernacular language.

### **3.9 ADMINISTRATION OF THE QUESTIONNAIRE:**

After selecting the unit, the researcher has noted down from the owners the list of absentees. Later on one by one most of the absentees have been contacted over a period of time.

Total number of employees in every organisation are as follows,

Chemical Based Industries (5)	- 160
Mineral Based Industries (5)	- 157
General Industries (5)	- 145
Textile Based Industries (5)	- 160
Food and Beverage Industries (5)	- 158

Out of this in every organisation almost 10 to 15 employees are chronic absentees. From them the number of absentees contacts in the following manner,

Chemical Based Industries	- 58 Employees.
Mineral Based Industries	- 60 Employees.
General Industries	- 57 Employees.
Textile Based Industries	- 67 Employees.
Food and Beverage Based Industries	- 65 Employees.



### **3.10 INTERVIEW SCHEDULE:**

With the help of interview schedule the Owners / Managers were contacted to know the problems of absenteeism from the management point of view.

### **3.11 CONCLUSION:**

The present study is related to the absenteeism in Small Scale Industries located in Tumkur district of Karnataka state. The objective of the present study is to find out the factors responsible for absenteeism. The data has been collected through primary source consisting of different types of Small Scale Industries.