

VPM's
DR VN BRIMS, Thane
Programme: PGDM (2018-20) – HR SPECIALISATION
Trimester IV Examination September 2019

Subject	HR AUDIT AND PLANNING		
Roll No.		Marks	60 Marks
Total No. of Questions	7	Duration	3 Hours
Total No. of printed pages	2	Date	09/10/2019

Note: Q1 is compulsory and solve any FOUR from the remaining SIX questions.

Q1) 20 Marks (Compulsory)

The company, XYZ LTD., is a leading FMCG company and operates across India through four Regional Offices and 15 branch offices. However, it still does not have a branch in the North-East. The North-East market is handled from the Regional Office in Kolkata. Each branch is headed by the Branch Manager.

To take advantage of the expanding North-East market, the company is planning to open a Branch office in Sikkim (in North-East). Please detail the manpower plan for the new branch in Sikkim, of XYZ LTD.

Attempt Any FOUR from the Remaining SIX Questions

Q2) Any two from (a) or (b) or (c) ————— (5x2) = 10 Marks

- a) State the objectives of HR Audit?
- b) Elaborate on the tools of HR Audit
- c) What issues need to be kept in mind in HR Planning?

Q3) Any two from (a) or (b) or (c) ————— (5x2) = 10 Marks

- a) What is the scope of HR Audit?
- b) Explain the factors while implementing HR Audit report
- c) While opening a new Regional office, what HR Planning is required?

Q4) Any two from (a) or (b) or (c) ————— (5x2) = 10 Marks

- a) Please state the benefit of conducting HR Audit?
- b) While planning recruitment policy, what parameters need to be kept in mind?
- c) How will HR Department plan the Performance Management Process

Q5) Any two from (a) or (b) or (c) ————— (5x2) = 10 Marks

- a) What methods are followed for conducting HR Audit?
- b) Please explain the meaning of Investment in Human Resources
- c) Explain about policies on aspects like leave and attendance issues

Q6) Any two from (a) or (b) or (c) ————— (5x2) = 10 Marks

- a) What are some of the questions which HR Audit may ask, in the areas of HR Compensation, HR Recruitment and Workforce review**
- b) Mention three instances when HR Planning is required**
- c) How does the HR Department deal with Labour Surplus and Shortage**

Q7) Any two from (a) or (b) or (c) ————— (5x2) = 10 Marks

- a) What are some of the costs of Human Resources?**
- b) Explain the various types of Human Assets**
- c) What Is the importance of Human Resource Accounting?**