THE MOMBASA POLYTECHNIC UNIVERSITY COLLEGE

Faculty of Engineering & Technology

DEPARTMENT OF CIVIL AND BUILDING ENGINEERING

BRIDGING TO HIGHER DIPLOMA (HDBC 08)

FINAL EXAMINATIONS

APRIL/MAY 2010 SERIES

SITE ORGANIZATION AND MANAGEMENT

TIME: 2 HOURS

Instructions to Candidates

You should have the following:

- Answer booklet
- Mathematical tables/calculator

This paper consists of **FIVE** Questions in Section **A** and **B.**

Answer Question **ONE** any other **TWO** questions.

Marks for each part of a question are shown.

SECTION A
(Compulsory)

Question ONE

(a). (i). Define a balance sheet. **(2 Marks)**

(ii). Musa had the following balance from his ledger at the end of December 2009:-

- Value of the –house, Kshs.1,500,000
- Value of the – furniture, Kshs.250,000
- Value of the – plant, kshs.3,500,000
- Value of the – car, Kshs.1,200,000
- Value of the – bank, Kshs.1,725,000
- Value of the – stock, Kshs.2,550,000
- Amount of capital in January 2009, Kshs.100,000.
- Profit of the year amounted to, Kshs.2,000,000.
- Amount of bank loan, Kshs.4,000,000.
- Money owed to creditors, Kshs.2,125,000.

Draw a balance sheet for the accounts. **(12 Marks)**

(b). State **TWO** measures to discourage materials and hand tools loss on site. **(1 Mark)**

(c). Briefly explain how the following factors are addressed in a congested site.

(i). Adjoining property
(ii). Site access and traffic routes
(iii). Site huts. **(15 Marks)**

SECTION B
(Answer any **TWO** questions from this Section.)

Question TWO

(a). (i). State **TWO** aims of matching construction plant? **(2 Marks)**

(ii). Sketch a weekly summary sheet for construction plant. **(8 Marks)**

(b). Briefly explain **FOUR** factors that ensures construction plant is efficiently used. **(4 Marks)**

(c). Briefly explain storage of the following construction materials.

    (i). Timber
    (ii). Cement
    (iii). Steel and PVC pipes **(6 Marks)**

Question THREE

(a). (i). State **SIX** key areas of human resource undertaking. **(3 Marks)**

    (ii). Briefly explain **THREE** advantages of internal recruitment.
    (6 Marks)

(b). (i). Briefly explain **THREE** incentive schemes and their disadvantages. **(9 Marks)**

    (ii). State **FOUR** desirable qualities of a potential supplier. **(2 Marks)**

Question FOUR

(a). (i). Define method study? **(2 Marks)**

    (ii). Briefly describe **TWO** techniques of method study. **(4 Marks)**

(b). The following activities are timed and rated on site. Determine:

    (i). Normal time for each activity
    (ii). Total allowances for each activity
    (iii). Standard time for the job

Activity	Elements	Observed Time (min.)	Rating
1	Collect excavated materials from pit	0.3	80
2	Climb ladder	0.5	80
3	Walk to waste heap and tip	1.1	90
4	Walk back to ladder	0.3	90
5	Descends ladder	2	85

Allowances %			
Activity	Manual Effort	Body Position	Weather
1	5	6	2
2	10	8	2
3	10	5	2
4	2	-	2
5	2	5	2

(14 Marks)

Question FIVE

(a).   (i).   Briefly explain **THREE** disadvantages of internal recruitment.

(6 Marks)

        (ii).   Briefly state any **THREE** possible outcomes in a selection
            process. **(6 Marks)**

(b).   Briefly explain the **FOUR** stages in time study. **(8 Marks)**