



# TECHNICAL UNIVERSITY OF MOMBASA

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FACULTY OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF MECHANICAL & AUTOMOTIVE ENGINEERING

**UNIVERSITY EXAMINATION FOR:**

**DIPLOMA IN MECHANICAL ENGINEERING**

**EME 2301: INDUSTRIAL ORGANISATION AND MANGEMENT**

**END OF SEMESTER EXAMINATION**

**SERIES: APRIL 2016**

**TIME: 2 HOURS**

**DATE: Pick Date Apr 2016**

## Instructions to Candidates

You should have the following for this examination

*-Answer Booklet, examination pass and student ID*

This paper consists of Choose No questions. Attempt Choose instruction.

**Do not write on the question paper.**

**SUPPLIMETARY**

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## **Question ONE**

(a) Explain the importance of an organisation structure

[3Marks]

(b) Describe the following type of organisations

(i) Line organisation

(ii) Functional organisation

[8Marks]

(c) Explain the term "bureaucracy" with reference to an organisation

[2Marks]

(d) State Seven characteristic of a good bureaucracy organisation

[7Marks]

## Question TWO

- (a) Describe the process of Human Resource Planning with reference to an organisation  
[10Marks]
- (b) State FOUR prime responsibilities of the personnel management function  
[4Marks]
- (c) Explain any SIX negative effects of a high labour turnover  
[6Marks]

## Question THREE

- (a) Distinguish between recruitment and selection processes of staffing in an organisation.  
[4Marks]
- (b) Outline the information contained in a job description  
[6Marks]
- (c) Explain the benefits to an organisation derived from training its personnel.  
[6Marks]
- (d) State TWO advantages and TWO disadvantages of delegation of duties to subordinates in an organisation.  
[4Marks]

## Question FOUR

- (a) Explain the activities involved in each of the following elements of production processes
- (b) (i) Explain the meaning of the term Economic Batch quantity with respect to production processes.  
(ii) Explain impact of the use of JIT (Just IN Time) in production of goods.

## Question FIVE

(a) Describe the following type of leadership styles.

(i) Authoritarian

(ii) Democratic

(iii) Laizzer faire

[6Marks]

(b) Decision making in an organisation is key to success. Outline the steps involved decision making process

[7Marks]

(c) Differentiate between centralisation and decentralisation of services in organisations.

[7Marks]