



TECHNICAL UNIVERSITY OF MOMBASA

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SCHOOL OF BUSINESS

DEPARTMENT OF BUSINESS ADMINISTRATION

UNIVERSITY EXAMINATION FOR:

BACHELOR OF COMMERCE

BACHELOR OF BUSINESS ADMINISTRATION

**BHR 4302: HUMAN RESOURCE PLANNING**

END OF SEMESTER EXAMINATION

SERIES: DECEMBER 2022

TIME: 2 HOURS

DATE: Pick Date Dec 2022

**Instructions to Candidates**

You should have the following for this examination

*Answer Booklet, examination pass and student ID*

This paper consists of **FIVE** questions.

Attempt question ONE (Compulsory) and any other TWO questions.

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

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**QUESTION ONE**

- a) "Failing to plan is planning to fail". Discuss this statement with regard to human resource planning. (10 marks)
  
- b) Human resource accounting is an important exercise in human resource planning, however, it has its limitations. Discuss. (10 marks)
  
- c) There are external factors that affect human resource planning for every organization. Discuss. (10 marks)

**QUESTION TWO**

- a) The human resource plan of Patapata Company Ltd, is said to be a sound human resource plan. Describe the features possessed by this plan. Discuss. (10 marks)

- b) Human resource auditing is vital during planning for an organization's employees. Describe the objectives of human resource auditing. (10 marks)

### QUESTION THREE

- a) Describe the measures that the organization could take in instances of surplus of human resource in the organization. (10 marks)
- b) During the exercise of human resource planning, the human resource planning committee has to follow a sequence. Discuss. (10 marks)

### QUESTION FOUR

- a) The human resource planning team uses certain techniques during human resource planning. Describe the techniques used during human resource demand forecasting. (10 marks)
- b) The human resource manager plays a key role in human resource planning. Describe the responsibility of the human resource manager during human resource planning. (10 marks)

### QUESTION FIVE

- a) When an organization is planning for an organization's future number of workers it is done in a hierarchical manner. Describe the levels of human resource planning. (10 marks)
- b) Various factors within and outside the organization should be borne in mind during human resource planning. Describe the factors within the organization that affect human resource planning. (10 marks)