



THE MOMBASA POLYTECHNIC UNIVERSITY COLLEGE

((A Constituent College of JKUAT)

(A Centre of Excellence)

**Faculty of Engineering &
Technology in Conjunction with
Kenya Institute of Highways and
Building & Technology (KIHBT)**

DEPARTMENT OF BUILDING & CIVIL ENGINEERING

HIGHER DIPLOMA IN BUILDING & CIVIL ENGINEERING

EBE 3208: SITE ORGANIZATION, ADMINISTRATION & WORK STUDY I

END OF SEMESTER EXAMINATION

SERIES: AUGUST 2012

TIME: 2 HOURS

Instructions to Candidates:

You should have the following for this examination

- *Answer Booklet*

This paper consists of **FIVE** questions

Answer question **ONE (COMPULSORY)** any other **TWO** questions

Maximum marks for each part of a question are as shown

This paper consists of **TWO** printed pages

Question One (20 Marks)

- a) (i) State **FOUR** objectives of method study. (2 marks)
(ii) Define method analysis (2 marks)
- b) (i) State **FOUR** steps in carrying out method study. (2 marks)
(ii) Briefly describe Deep (Military) structure in an organization. (6 marks)
- c) Briefly explain **FOUR** disadvantages of any one recording technique used in method study. (8 marks)

Question Two (20 marks)

- a) (i) Briefly explain any **TWO** applications of motion and time study on construction site with relevant examples. (4 marks)
(ii) Briefly explain origin of time study. (6 marks)
- b) (i) State any **FOUR** tools used in time study. (2 marks)
(ii) Briefly explain **FOUR** factors that force an organization to carry out a motion and time study. (8 marks)

Question Three (20 marks)

- a) For each of the following parties, briefly describe **FOUR** duties and responsibilities:
i) Client
ii) Architect
iii) Quantity surveyor
iv) Builder (8 marks)
- b) (i) Briefly explain **FOUR** relations that exist in any organization structure. (10 marks)
(ii) Define method study. (2 marks)

Question Four (20 marks)

- a) (i) State **FOUR** precautions workers should take when moving materials manually. (2 marks)
(ii) Briefly discuss importance of scaffold protection from public. (6 marks)
- b) (i) State **FOUR** types of scaffolds. (2 marks)
(ii) Briefly with relevant sketches, explain application of the **FOUR** types of scaffold on site.

Question Five (20 marks)

- a) (i) State **FOUR** duties and responsibilities of a supplier. (2 marks)
(ii) Define a nominated supplier (1 mark)
- b) (i) Briefly explain disadvantages of shallow organization structure. (5 marks)
- c) Briefly explain with relevant sketches how to undertake storage of the following materials:
i) Timber
ii) Cement

iii) Paint

(12 marks)