

2053  
P.G. Diploma in Personnel Management and Labour Welfare  
Second Semester  
DPM-307: Management of Disciplinary Procedures and Practices

Time allowed: 3 Hours

Max. Marks: 70

*NOTE: Attempt five questions in all, selecting atleast two questions from each Unit. All questions carry equal marks.*

x-x-x

**UNIT - I**

- I. Differentiate between quasi- judicial and judicial discipline. Why it become necessary for the organisations to follow the justice practice for smooth functioning of the organisations?
- II. What are the basic principles of natural justice and what are the reasonable opportunities available to the employees in case of injustice?
- III. What are the various types of complaints received by the complaint handling departments? Explain with the help of suitable example of serious complaints?
- IV. What are various consequences which lead to Charge sheet explanation? How the drafting of the charge sheets are done by the organisations?
- V. What are the various considerations of punishing authority and how it is related to holding an enquiry by the concerned department?

**UNIT - II**

- VI. What are the various types of relevant legislations relating to the disciplinary proceedings? Explain them in details with the help of examples?
- VII. What is writ jurisdiction, what are the various consequences of writ jurisdiction and how the applicant gets benefitted from the writ jurisdiction?

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- VIII. What are the various types of disputes occur in the organisations and what are the various techniques used by the organisations to resolve the disputes?
- IX. Explain in detail the role of grievance handling committees of the organisations. Why it is important for the organisations to have their own grievance handling committees of organisations?
- X. What are the various types of cases heard in the industrial tribunal? Explain in detail the jurisdiction of industrial tribunal?

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