

**UNIVERSITY OF SWAZILAND
FACULTY OF SOCIAL SCIENCE
DEPARTMENT OF POLITICAL AND ADMINISTRATIVE STUDIES
SUPPLEMENTARY EXAMINATION 2008**

TITLE OF PAPER: PUBLIC PERSONNEL
ADMINISTRATION

COURSE CODE: PA 306

TIME ALLOWED: THREE (3) HOURS

INSTRUCTIONS: ANSWER FOUR (4) QUESTIONS
(ANY TWO FROM EACH OF THE
SECTIONS)

**THIS PAPER IS NOT TO BE OPENED UNTIL PERMISSION HAS BEEN
GRANTED BY THE INVIGILATOR**

SECTION A

1. What factors might be considered as enhancing the status of the Personnel/Human Resources function in modern organisations. (25 Marks)
2. What do you understand by work-place flexibility? Discuss this concept fully with reference to:
 - the different types of work-related flexibility,
 - the perspective of employers, and
 - the perspective of unions. (25 Marks)
3. Explain the circumstances under which an employer may legitimately dismiss an employee on the grounds of misconduct. In your discussion, draw from the provisions of the Employment Act of Swaziland of 1980. (25 Marks)
4. Discuss the circumstances under which employees may be dismissed collectively on the grounds of the employer's operational requirements. Drawing from the relevant provisions of the Act, discuss fully the procedural requirements that must be satisfied with regard to dismissals for operational requirements. (25 Marks)

SECTION B

5. Trade unions are one of the three parties in labour relations. Discuss their five main objectives. (25 Marks)
6. Distinguish between an International Labour Organisation (ILO) 'Convention' and 'Recommendation' by defining the two and further explaining their effects. In your discussion explain the consequences of non-compliance with an ILO Convention. (25 Marks)
7. Conciliation and Mediation are common methods of settling labour disputes. These two methods are very similar to the extent that they are inter-changeably used in other literature. Demonstrate your understanding of these two concepts by discussing their similarities as well as their differences. (25 Marks)
8. With your understanding of the dispute resolution mechanism in Swaziland (as outlined in the Industrial Relations Act 2000) explain how 'Arbitration' as a method of resolving labour disputes applies in the country. (25 Marks)