

APPENDIX - A

Section - I GENERAL INFORMATION

- 1.01 Name and Address of the establishment _____
- 1.02 Year of establishment _____
- 1.03 Form of ownership
(i) Sole Proprietorship _____ (ii) Private Limited _____
(ii) Partnership _____ (iv) Public Limited _____
- 1.04 Ownership of establishment
(i) Wholly Indian _____ (ii) Wholly Foreign _____
(iii) Partly Indian and partly foreign _____ % share in equity _____
- 1.05 Sources of raw materials
(i) Local market _____ (iv) National market _____
(ii) Regional market _____ (v) Any other (specify) _____
(iii) Import from other countries _____
- 1.06 Do you sell your product(s) at?
(i) Contracted Price _____ (iii) Below market price _____
(ii) Market Price _____
- 1.07 Turnover and profit (in Rs. lakhs)

No.	Turnover and Profit	1990-91	1991-92	1995-96	1999-2000
i	Turnover / Gross Sales				
ii	Gross Profits				
iii	Net Profits				

1.08

No.	Capacity Utilised	(%)
1.	<= 20	
2.	21 – 40	
3.	41 – 60	
4.	61 – 80	
5.	>= 81	

1.09 What share of output is exported?

	Percentage	1990-91	1991-92	1995-96	1999-2000
i	Nil				
ii	Upto 20%				
iii	More than 20% but not exceeding 30%				
iv	More than 30% but not exceeding 40%				
v	More than 40% but not exceeding 50%				
vi	More than 50%				

Section - II INDUSTRY AND COMPETITION

2.01 During the last 10 years, has the competition in your business -
(i) Increased _____ (ii) Decreased _____ (iii) Remain same _____

2.02

Who are your competitors	Local	Within the state	Within the Country	
			Domestic	Multinationals
1. Large scale producers				
2. Small scale producers				
3. Importers				

2.03a Do you feel that your competitors product(s) are superior?
Yes _____ No _____

2.03b If Yes, in what way

	Items	Yes	No		Items	Yes	No
i.	Lower raw-material cost			v.	Labour efficiency		
ii	Better quality of products			vi.	Selling and marketing organization		
iii.	More advanced machinery			vii	Cheap banking and credit facilities.		
iv.	Lower transportation cost			viii.	Any other (specify)		

Section - III
TECHNOLOGICAL CHANGE AND INDUSTRY

3.01a Have you installed new machinery during the last few years?

Yes _____ No _____

3.01b If Yes, then

No.	Type of Machinery	Amount Invested (Rs.)
i.	Automatic	
ii	Semi-automatic	
iii	Non-automatic	

3.02a Are you able to update technology and technical know-how?

Yes _____ No _____

3.02b If No, then what were the difficulties in introducing new techniques of production?

	Items	Yes	No
i	Lack of finance		
ii	Lack of skilled workers		
iii	Non-availability of equipments		
iv	Lack of demand for the products		
v	Any other (Specify)		

3.03 What do you think are the reasons for making change in the technology? (Rank in order of merit)

- (i) Increase in Capital productivity. _____
- (ii) Reduction in material / energy cost _____
- (iii) Reduced need of labour _____
- (iv) Reduction in wage costs _____
- (v) Reduction in supervision costs _____
- (vi) Improvement in quality of product _____
- (vii) Any other (Specify) _____

3.04 What is the effect of change in technology on

	Items	Increased	Decreased	Remained Same
i	Quality of products			
ii	Cost of production			
iii	Employment			
	(a) Skilled labour			
	(b) Unskilled labour			
iv	Sales			
v	Any other (specify)			

3.05 What had been the reaction of the workers towards technological changes in your Unit?

- (i) Favorable _____ (iii) Hostile _____
 (ii) Indifferent _____ (iv) N.A. _____

3.06a Do you think labour force is affected by technological changes?

Yes _____ No _____

3.06b What policy has been adopted by the management to help the affected workers in this new industrial environment?

- (i) Retrenchment _____
 (ii) Retraining and transfer to other sister concern _____
 (iii) Voluntary Retirement Schemes _____
 (iv) Starting the unit in other area and transferring workers to the unit _____
 (v) Promotion of self-employment _____

Section - IV

INDUSTRY AND ENVIRONMENT DEGRADATION

4.01 What are the waste / effluents produced by your Unit?

- (i) _____ (ii) _____ (iii) _____

4.02 How is the effluent treated by your unit?

- (i) Own Effluent Treatment Plant _____
 (ii) Common Effluent Treatment Plant _____

4.03 If the waste is treated then, whether within

No.	Waste Treated Through	TOTAL COST			
		1990-91	1991-92	1995-96	1999-2000
1.	Own Effluent Treatment Plant				
2.	Common Effluent Treatment Plant				

4.04 Do you think that the treatment of chemical is necessary?

No.	Reasons for why the treatment of chemical is necessary	Yes	No
i.	Mankind		
ii.	Environment		
iii.	To keep the workplace, surrounding and society clean		
iv.	Health, hygienic and safety		
v.	To prevent cropping up of new diseases		
vi.	To prevent this planet and all kind of life on this planet		
vii.	To make this world a safe place not only for our present but also for our future generation.		

4.05a Do you think that the waste can be recycled?

4.05b If yes, do you recycle yourself or sell the waste for recycling?

Section - V

EMPLOYMENT IN VAPI CHEMICAL INDUSTRY

5.01

Mode of recruitment	Yes	No
(i) Employment exchange		
(ii) Jobber / Contractor		
(iii) Advertisement		
(iv) Gate recruitment		
(v) Existing employees relative		
(vi) Any others (Specify)		

5.02

Do you find any difficulty in recruiting	Yes	No
(i) Unskilled workers		
(ii) Skilled workers		
(iii) Technicians		
(iv) Any others (Specify)		

5.03

Criteria of Employment	Yes	No
(i) Having formal education		
(ii) With technical education and skill		
(iii) Experienced in other factories		
(iv) Recruit fresh and train them as per your requirement		

5.04 Employment Scenario

Category	1990-91	1991-92	1995-96	1999-00
Managerial / Administrative				
Professional				
Technical				
Clerical				
Supervisors				
Male (workers) Skilled				
Semi-skilled				
Unskilled				
Female (workers) Skilled				
Semi-skilled				
Unskilled				

Section - VI
WAGES AND EARNINGS

6.01 What is the mode of wage payment?

	Method of Payment	Yes	No
(i)	Daily		
(ii)	Weekly		
(iii)	Fortnightly		
(iv)	Monthly		

6.02 How are wages of the employees fixed?

- (i) According to the wages in other factories. _____
- (ii) According to what you think is right. _____
- (iii) According to their qualification, skill, experience, ability etc. _____
- (iv) Any other _____

6.03a Are the workers given any incentives when the production targets is achieved?

Yes _____ No _____

6.03b If yes, then state the type of incentive?

- (i) _____ (iii) _____
- (ii) _____ (iv) _____

6.04 Benefits and allowances facilities provided to workers.

No.	Benefit and Allowance	Yes	No
(i)	Housing (Rent)		
(ii)	Canteen (subsidy)		
(iii)	Transportation benefits		
(iv)	Medical Reimbursement / Medical facility		
(v)	Transport allowance		
(vi)	Co-operative society		
(vii)	Any other (Specify)		

- 6.05 Health facilities provided to the worker by industry.
- (i) Periodical medical examination. _____
 - (ii) Follow up medical examination _____
 - (iii) Transfer, promotion or development examination _____
 - (iv) Referral examination. _____
 - (v) Industrial hygienic survey by the doctor along with factory officer. _____
 - (vi) Health Education _____
 - (vii) E.S.I. Scheme _____
 - (viii) Canteen Inspection (surprise visit) _____
 - (ix) Full medical treatment including hospitalization. _____
 - (x) Medical allowances and full reimbursement _____
 - (xi) Free medicine. _____

Section - VII ABSENTEEISM

- 7.01 Please give the number of workers remaining absent.

Year	Number of workers (Percentage)
1990-91	
1991-92	
1995-96	
1999-2000	

- 7.02 What steps do you take against overstay of leave?

- (i) Warning _____ (iii) Issuing memo _____
- (ii) Suspension _____ (iv) Dismissal _____

- 7.03 What do you think are the reasons for absenteeism?

- (i) Sickness / Medical _____ (iv) Lay-Off _____
- (ii) Personal reasons _____ (v) Any other (Specify) _____
- (iii) Confrontation with management _____

Section - VIII
ON-THE-JOB TRAINING

- 8.01 What, according to you, training is?
(i) An instrument of change _____
(ii) An instrument of desired change _____
(iii) An instrument of better performance
in terms of productivity _____
(iv) Maximising benefits _____
- 8.02 What is the purpose of training in your organisation?
(i) Help an employee to acquire the capabilities to perform his present
job better. _____
(ii) Prepare an employee to perform new function she has not handled so
far. _____
(iii) To help an individual to upgrade his general so that he can achieve
higher position. _____
- 8.03 Do you think training in your factory is
(i) Specific _____ (ii) General _____
- 8.04a Are there any training facilities for workers in your factory?
Yes _____ No _____
- 8.04b If yes, of what type?
- 8.05 What is the criterion of selecting the workers for training?
(i) Merit _____ (iii) Seniority _____
(ii) Qualification _____ (iv) Any other (Specify) _____
- 8.06 How do you ensure that the organisation gets proper returns on
training investment?
(i) Assess the training report. _____
(ii) Expect the employee to improve _____
(iii) Organising training related seminar _____
- 8.07 What methods are used to make the training programmes need based?
(i) Evaluation of the past programmes. _____
(ii) Questionnaire to employees _____
(iii) Decision by the department. _____

8.08 How do you evaluate the performance of employees undergoing training programme?

- (i) Personal observation. _____
- (ii) Job performance and evaluation _____
- (iii) Work output _____

8.09 Evaluation of training programme.

- (i) Lack of finance for training _____
- (ii) Lack of appreciation for training. _____
- (iii) Lack of personal trainer. _____
- (iv) Lack of training facilities. _____
- (v) Too many external programmes _____
- (vi) Depending on external faculty. _____
- (vii) No feedback. _____
- (viii) Absence of appraisal discussion _____
- (ix) Imitation of other organizations rather than evolving one. _____

8.10 What do you think is the impact of training on workers?

- (i) Less wastage of raw-materials _____
- (ii) Less supervision _____
- (iii) Improvement in quality _____
- (iv) Time saving _____
- (v) High competitive spirit _____
- (vi) More confident in doing work _____
- (vii) Less strikes _____
- (viii) Better able to cope up with changing environment _____
- (ix) Any other (specify) _____

Section - IX **ACCIDENTS AND SAFETY**

9.01 What are the reasons of accident in your factory?

9.02 Safety measures adopted by industry.

No.	Safety Measures	Yes	No
i.	Safety education and safety equipment		
ii.	Safety rules followed		
iii.	Uniform		
iv.	Glove		
v.	Mask		
vi.	Boots		
vii.	Proper layout of the plant.		
viii.	Systematic plant inspection		
ix.	Factory doctor		
x.	Ambulance facility		

Section - X
WORKING CONDITIONS

10.01 What efforts are made by your unit to provide hygienic working conditions to the workers?

No.	Working Conditions	Yes	No
i.	Cleanliness		
ii.	Proper disposal of waste		
iii.	Proper light and ventilation		
iv.	Proper temperature and humidity		
v.	Latrine and urinals		
vi.	Safe drinking water		
vii.	Spittons		
viii.	Exhaust fan to take care of dust and fumes.		
ix.	Proper space between machinery		

Section - XI
TRADE UNION

- 11.01 How many unions are there in your establishment?
 (i) No Union _____ (iii) Two Unions _____
 (ii) One Union _____ (iv) More than two Unions _____
- 11.02 Has the union membership
 (i) Increased _____ (ii) Decreased _____
 (iii) Remained the same _____

Section - XII
INDUSTRY AND HRD: MANAGEMENT PERCEPTION

- 12.01a How do you perceive structural reforms?
- 12.01b What will be its effect on the Indian economy?
- 12.02 In your view, which sector is receiving higher foreign investment?

No.	Sector receiving higher foreign investment	Yes	No
1.	Investment will flow in the core sector		
2.	Investment will flow in the consumer durables		
3.	Investment will flow in infrastructure industry		

- 12.03 What do you think is the impact of structural reforms on existing wage structure in the recent times (after 1990-91)
 (i) More flexible and consistent with the changing scenario _____
 (ii) Introduction of incentives _____
 (iii) No change _____
- 12.04 What do you think structural reforms are leading to?
 (i) Higher level of production with higher level of employment _____
 (ii) Higher level of production with higher level of unemployment _____
 (iii) Higher level of production with higher level of underemployment _____

(iv) Higher level of production with no change in employment _____

12.05 Will it be efficient to go in for
 (i) Import of technology _____ (iii) Basic R&D (in house) _____
 (ii) Both (i) and (ii) _____

12.06a In view of structural reforms, do you have any plan for diversification of products?
 Yes _____ No _____

12.06b If Yes, then does it relate to the -
 (i) Expansion in production _____
 (ii) Setting up a new plant for the existing product _____
 (iii) Rationalization of existing plant _____
 (iv) New range of product(s) _____
 (v) Expansion in market (Geographical) _____
 (vi) Any other (specify) _____

12.07 How would you like to improve production in terms of quality and cost?
 (i) Technological up gradation _____ (iv) All of above _____
 (ii) Skill improvement _____ (v) any other (Specify) _____
 (iii) Motivational measures for labour and employees _____

12.08 General Information

No.	Items	1	2	3	4	5
1.	Foreign investment would come with conditional ties.					
2.	Conditionalities in the long run will be conducive to the overall growth of the country.					
3.	Entry of foreign investors in the market may lead to closure of domestic industries thus resulting in increasing number of industrial disputes.					
4.	Product of the company will be able to compete globally.					

No.	Items	1	2	3	4	5
5.	Despite adequate natural resources and cheap labour available, it may still be necessary to upgrade the technologies to be globally competitive.					
6.	Impact of modernization on your work force will result in					
	– Increase in manpower					
	– Decrease in manpower					
	– No change					
7.	Employers should have an absolute right to hire and fire the employees.					
8.	Introduction of multiple workforces is necessary in the present environment.					
9.	Training and development programmes of the Company are adequate to face challenges in future.					
10.	The skill improvement programmes that you envisage in your companies work force will help in creating better work culture.					
11.	The prevailing management style in your company needs to be changed after new industrial policy.					
12.	Privatisation and globalisation will lead to more division of labour and specialisation.					

1. Strongly agree

2. Agree

3. Cannot say

4. Disagree

5. Strongly disagree

12.09 How do you foresee the future of chemical industry?

(i) Bright _____

(ii) Uncertain _____

(iii) It is a matter of time _____