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**A STUDY ON EMPLOYEES ABSENTEEISM IN NO.10 A.S. PHOTO  
BEEDI COMPANY, TIRUNELVELI**

**A PROJECT REPORT**

Submitted

by

**A. ABDUL RIAZ**

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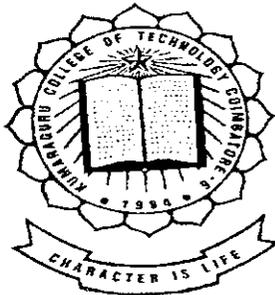
in partial fulfillment of the requirements of

**Anna University-Coimbatore**

**(Kumaraguru College of Technology – Autonomous)**

For the award of the degree of

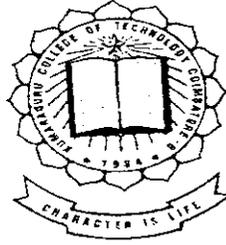
**MASTER OF BUSINESS ADMINISTRATION**



**DEPARTMENT OF MANAGEMENT STUDIES**

**KUMARAGURU COLLEGE OF TECHNOLOGY**

**JULY 2008**



**DEPARTMENT OF MANAGEMENT STUDIES  
KUMARAGURU COLLEGE OF TECHNOLOGY  
COIMBATORE**

**BONAFIDE CERTIFICATE**

Certified that this project titled "**A STUDY ON EMPLOYEES ABSENTEEISM IN NO.10 A.S. PHOTO BEEDI COMPANY, TIRUNELVELI**" is the bonafide work of **Mr. A. ABDUL RIAZ** who carried out this project under my supervision. Certified further, that to the best of my knowledge the work reported herein does not form part of any other project report or dissertation on the basis of which a degree or award was conferred on an earlier occasion on this or any other candidate.



**Director**

**Guide**

**Evaluated and viva-voce conducted on**

.....01.11.2008.....



**Examiner I**



**Faculty**



**Examiner II**

*DECLARATION*

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## DECLARATION

I hereby declare that the dissertation entitled "**A STUDY ON EMPLOYEES ABSENTEEISM IN NO.10 A.S. PHOTO BEEDI COMPANY, TIRUNELVELI**" submitted for the **MASTER OF BUSINESS ADMINISTRATION** degree is my original work and the dissertation has not formed the basis for the reward of any Degree, Associateship, Fellowship or any other similar titles.

*A. Pijay*  
29-10-2008

Signature of the student

With date

*CERTIFICATE*

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# No.10.A.S. PHOTO BEEDI COMPANY

22, RANGASAMY ROAD, R.S. PURAM, COIMBATORE - 641 002 (TN)

☎ Off : 2555003 Resi : 2547863, 2555867, 2230078 Fax : 0422 -2553621

Date : .....

21/7/2008

## TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Abdul Riaz A.**, has successfully completed his 4 weeks internship project titled "**Employee Absenteeism**" during the period from 15<sup>th</sup> June,2008 to 19<sup>th</sup> July,2008 as part fulfilment of his two year full time MBA Program.

Throughout the internship project, we found **Mr. Abdul Riaz A.**, sincere and hardworking.

We wish him all the best in all his future endeavours.

**For No.10.A.S. PHOTO BEEDI COMPANY..**

  
**Proprietor**

*ACKNOWLEDGEMENT*

---

## ACKNOWLEDGEMENT

I express my sincere gratitude to our beloved correspondent **Mr.M.BalaSubramaniam** the prime guiding spirit of Kumaraguru College of Technology.

I extend my heartfelt thanks to our principal **Dr. Joseph V. Thanikal**, Kumaraguru College of Technology, for provided facilities to do this project.

In great honor and with indebt gratitude to my inspiring guide **Prof.K.Chitra** who has taken great interest in helping me on and often in the successful pursuit of my project. I am very much fortunate to get such a good guide, who encouraged me constantly with good counsel and helped me to complete the project successfully on time.

I express my heartfelt gratitude to **Mr. ABDUL AJEEZ M., Production Manager**, No.10 A.S. Photo Beedi Company, for giving me an opportunity for doing the project in their esteemed organization and encouraged me with this expert counseling and guidance for successful completion of my research study.

I also extend my heartfelt gratitude to all the **Employees of No.10 A.S. Photo Beedi Company**, for furnishing the information needed and being very accommodative in all aspects.

Above all, I thank **Almighty God and My Parents** for giving me the grace and constant support in successfully completing this project to the best of my ability.

*EXECUTIVE SUMMARY*

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## EXECUTIVE SUMMARY

Labour absenteeism is the frequent absence from work with or without fair reason. A direct link exists between the level of organisational commitment of employees and the absenteeism rates experienced by the organisation. When the workers are absent from the work, it leads to loss in the man-hours, which has direct influence on the production and productivity. This underlines the importance of the need for workers to be present.

This study is on "employee absenteeism" is conducted in No.10 A.S. Photo Beedi Company, Tirunelveli. The study is conducted with the objectives of identifying key factors relating to labour absenteeism, further the effects of higher absenteeism rates on the organisation.

Descriptive Research Design has been followed to conduct the research study. Using Stratified Random Sampling a sample size of 50% of these Employees (300) have been selected for the study. The primary data is collected using a well – designed questionnaire in Tamil language. The data collected were analyzed using various statistical techniques like Percentage analysis, Chi – square analysis and Rank Correlation

The findings brings into light the various factors of higher absenteeism rate in the company. A large part of the absentees are due to family problems, low rate of satisfaction towards wages, workload, working condition, lack of good relationship with the superiors and the distance factor. The findings of the study would enable the management to frame suitable strategies to overcome the above factors. This in turn will enhance the motivation and productivity of the employees.

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## LIST OF CHART

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## **CHAPTER 1**

### **1. INTRODUCTION**

#### **1.1 BACKGROUND OF THE STUDY**

Absenteeism has been recognized as a vital issue affecting discipline and production in the organized industry today. It is a major socio – psychological problem in industries. Absenteeism in Indian industry is not a new phenomenon. The Royal Commission of Labour reported, “High absenteeism prevails among industrial labours mainly due to their rural orientation”. Absenteeism is a serious problem for a management because it seriously involves heavy expenditure and loss of production. The main objective of organization is to maximize profit by maximum utilization of men, materials and money. When there is a problem of absenteeism the three above said sources are not fairly utilized.

Absenteeism is one of the common factors, which affects both the production, and the growth of the organization. No company can afford to allow high incidence of absenteeism to eat up its hard earned corporate profits. In general the absent rate indicates the relative cost to a given company because productions workers simply cannot produce as much annually when absent rates are high as they can when absent rates are low. When the employees are away from the work, it is difficult for the employer’s to maintain production schedule.

Reduction of absenteeism is beneficial not only to the industry but also to the nation as a whole. The treatment of dismissal by the employer would never ultimately help to reduce absenteeism.

Labour force is an integral and important component of the wealth of nations, as other factors like land, capital, and machine. Measured by what labour contributes to output, productive capacity of human beings is now vastly larger than all other forms of wealth taken together which has chiefly contributed to economic growth of countries.

An employee is under an obligation not to absent himself from work without good cause during the time at which he is required to be at work spot by the terms of his contract of service. Absence creates many administrative problems, resulting in dislocation of work. The contribution of labour towards production is possible only when the individual comes to the work spot and delivers his labour to somebody. Labour is inseparable from the labourer himself. He sells his labour in person. A labourer works to earn, to do so it is imperative on his part to be present on the work spot everyday.

When the workers are absent from the work, it leads to loss in the man-hours, which has direct influence on the production and productivity. This underlines the importance of the need for workers to be present.

Absenteeism refers to the absence of an employee from work who is scheduled to be at work. It refers to the loss of man – hours on account of the absence of a percentage of workers scheduled to be at work.

Absenteeism plays an important role in the productivity of the organization.

**“More the Absenteeism, Less Would Be the Productivity”**

#### **Absenteeism affects**

The Employer – Production/Profitability

The Employee – Earnings

The Nation – Economic condition

Though many studies have been conducted on absenteeism a clear understanding is necessary to deal with the problem and to reduce absenteeism. An industry, which has got a bad record of absenteeism, cannot claim to have neither good industrial relations, nor high morale of work force.

Since there is problem of employee absenteeism in No.10 A.S. Photo Beedi Company, the study has been conducted in the same company.

## 1.2 REVIEW OF LITERATURE

**Covner, Bernard J. (2005)**<sup>1</sup>, The article refers to a study on employee absenteeism in the United States and two management factors related to the problem-size of department and quality of supervision. The study focused on nonsupervisory employees and found that women had higher absence rates in this manufacturing company, which might be attributed to muscular fatigue, family finances, or “female-loading”. Other factors contributing to absenteeism are job status, skill and physical requirements of the job, and wages. Topics include research methods, data showing absence or attendance distributions, and research on employee morale at Sears-Roebuck.

**Rhodes, Susan, Steers, Richard (1981)**<sup>2</sup>, This article discusses an approach to examine employee absenteeism. The problem of employee absenteeism is recognized by managers. Based on evidence, the causes of absenteeism. Actual absenteeism is primarily influenced by two major factors, the attendance motivation and ability to attend. That is, for an employee to be present, he or she must be motivated, or have a reason, to come to work and, in addition, must be able to come to work. In the study of absenteeism, it makes little sense to consider one of these factors without the other. Based on this assertion, we can now consider the major influences on each of these two primary causes. An employee’s desire to come to work is influenced in part by a combination

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1. Covner, Bernard J; “Management Factors Affecting Absenteeism” (2005), Harvard Business Review, Vol. 28, Issue 5, Pp. 42-48

2. Rhodes, Susan, Steers, Richard; “A Systematic Approach to Diagnosing Employee Absenteeism” (1981), Employee Relations, Vol. 3, Issue 2, Pp. 17-22

**Gaudine, Alice P., Saks, Alan M. (2001)**<sup>3</sup>, The purpose of this study was to test the effects of an Absenteeism Feedback Intervention (AFI) on employee absenteeism. Three hundred and seventy-one employees working in 14 experimental and 13 control groups in a medium sized hospital participated in the study. Employee working in the experimental groups received absenteeism feedback at three time periods that provided them with information about their own number of absent days and episodes as well as the average of their work and occupational group. Comparisons of absent days and episodes between the AFI and control groups indicate some support for the effectiveness of the intervention. In particular, there was a reduction in absent days and episodes for employees with higher than average absenteeism during the previous year but who were not extreme offenders. The research and practical implications of the AFI for reducing employee.

**Michals (1991)**<sup>4</sup>, Investigates paid-leave banks which are being used to cut down on employee absenteeism. How they work; Their successful use at hospitals; Big corporations who are using this approach.

---

3. Gaudine, Alice P., Saks, Alan M., "Effects of an absenteeism feedback intervention on employee absence behaviour"(2001), Journal of Organizational Behaviour, Vol. 22, Issue 1, Pp.15-29

4. Michals, "A new solution for employee absenteeism" (1991), Working Women, Vol. 16, Issue 6, Pp. 22

**Brown, Sarah (1999)<sup>5</sup>**, The aim of this paper is to bring the temporal nature of absence decisions into the forefront of the analysis of employee absenteeism. The theoretical of the paper draws on the conventional labour supply model of absence behavior and extends the analysis in order to place absenteeism in the context of multiperiod analysis. In addition, the implications of a specific absence penalty system are analyzed which essentially makes the availability of overtime working conditional on an employee's absence history. The empirical analysis explores a daily panel of absence histories gathered by the firm which operates this particular penalty system. The analysis of such panel data, therefore, incorporates the temporal aspect to the absence decision-making process. The findings suggest that the absence penalty system is effective and, furthermore, the results indicate ways in which the effectiveness of the system could be enhanced. In general, the results confirm the findings of other researchers, which suggest that characteristics of the employment contract such as wages are important determinants.

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5. Brown, Sarah, "Worker absenteeism and overtime bans" (1999), *Applied Economics*, Vol. 31, Issue 2, Pp. 165-174

**Yorges, Stefani (2007)**<sup>6</sup>, The article presents tips for supervisors on dealing with employee absenteeism. Immediate supervisors are in the best position to understand the circumstances surrounding an individual's absence and to notice a problem at an early stage. They should be trained in their responsibilities toward addressing absenteeism and advised how to conduct effective return-to-work interviews and apply disciplinary procedures when necessary.

**Murphy, Lawrence R., Sorenson, Susan (1988)**<sup>7</sup>, A quasi-experiment was used to compare employee behaviours before and after stress management training. Organizational records on employee absenteeism, performance ratings, equipment accidents, and work injuries were obtained for highway maintenance workers who received biofeedback or muscle relaxation training. Similar data were gathered for a comparison group of employees who did not volunteer for training. The post-training period was divided into the year immediately after training and the following year.

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6. Yorges, Stefani, "The role of the supervisor in managing absenteeism" (2007), *Supervision*, Vol. 68, Issue 12, Pp. 14-18

7. Murphy, Lawrence R., Sorenson, Susan, "Employee behaviors before and after stress management" (1988), *Journal of Organizational Behavior*, Vol. 9, Issue 2, Pp. 173-182

**Arndt, Michael (2006)**<sup>8</sup>, The article reports that McDonald's in Great Britain is dealing with the problem of employee absenteeism by allowing family members to fill in for employees without prior notice. Many employees say the stress of working and taking care of their home lives becomes too difficult, so McDonald's hopes to make it easier to miss a day of work for the 1.5% of employees who have a relative working at McDonald's. If "Family Contract" is successful, the company may expand it.

**Falcone, Paul (2000)**<sup>9</sup>, Focuses on how to tackle the problem of employee absenteeism in companies in the United States. Absenteeism costs for corporations per employee each year; Review of company policies on absenteeism; Steps to be taken to fix the problem; Example of employees' performance documentation; Medical note requirements on unscheduled absence; Family and Medical Leave Act considerations; American with Disabilities Act factors.

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8. Arndt, Michael, "The Family That Flips Together" (2006), Business Week, Issue 3980, Pp. 14

9. Falcone, Paul, "Tackling Excessive Absenteeism" (2000), Human Resource Magazine , Vol. 45, Issue 4, Pp. 139

**Akyeampong, Ernest B. (2007)**<sup>10</sup>, This article describes the trends and seasonality of employee absenteeism in Canada from 1997 to 2006. Over the past 10 years, the weekly number of employees failing to report for work because of an illness or disability has increased steadily. Several factors that contribute to absenteeism include the aging of the workforce and improvements in sick-leave entitlements.

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10. Akyeampong, Ernest B., "Trends and Seasonality in Absenteeism" (2007), *Perspectives on Labour & Income*, Vol. 19. Issue 3, Pp. 13-15

### 1.3 STATEMENT OF THE PROBLEM

Absenteeism is a common factor prevailing in the Indian industries. The main objective of organization is to maximize profit by employing minimum number of men, material and money. When there is a problem of employee absenteeism the above said factors are not fairly utilized. So the need for reducing absenteeism is not only the need for the company but also the need of the nation.

The study conducted in No.10 A.S. Photo Beedi Company, Thirunelveli is to find the reasons for the absenteeism, the factors leading to absenteeism, to find whether the workers are motivated after the introduction of the various schemes to reduce absenteeism etc. The study is also conducted to analyze the relationship of various factors with absenteeism.

Moreover to know the attitude of the workers towards the organization is the most important one because in a factory like No.10 A.S. Photo Beedi Company, which employees more than 300 workers, the attitude is the basic factor that defines the worker's morale and rate of satisfaction.

## 1.4 OBJECTIVE OF THE STUDY

### Primary Objective

The primary objective of the project is to study about absenteeism and the rate of absenteeism prevailing in the industry. The study also includes the attitude of the workers towards the company who belongs to chronic absentees.

### Secondary Objective

- ⇒ To study the reasons for absenteeism.
- ⇒ To find the factors leading to absenteeism.
- ⇒ To find measures to control absenteeism.
- ⇒ To find the relationship between absenteeism and the various factors leading to absenteeism.
- ⇒ To provide suggestions for reducing absenteeism.

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## **1.5 SCOPE OF THE STUDY**

The study conducted in the view to analysis employee absenteeism in No.10 A.S. Photo Beedi Company. The analysis should provide the reasons for the absenteeism in the organization. This would enable the management to take appropriate decision in order to reduce the employee absenteeism in the organization.

## **1.6 RESEARCH METHODOLOGY**

### **1.6.1 RESEARCH DESIGN**

Descriptive Research Design has been followed to conduct the research study. The success of any formal research depends on its sound research design. As the aim of this project is to identify the factors leading to absenteeism and the relationship between various factors and absenteeism this project is purely descriptive in nature.

### **1.6.2 Sampling Technique**

Stratified Random Sampling is used for the study. Under stratified sampling the population is divided into strata – populations that are individually more homogenous than the total population. Stratified sampling results in more reliable and detailed information.

### **1.6.3 Population**

No.10 A.S. Photo Beedi Company, Thirunelveli has an Employee Strength of 300. 50% of these Employees (150) have been selected for the study as the sample size.

### **1.6.4 Method of Data Collection**

Both primary and secondary data collection have been taken for this research study.

### **Primary Data:**

The primary data are those, which are collected afresh for the first time. The primary data is collected using a well – designed questionnaire in Tamil language. The primary data is collected by direct interview with the workers. The questions included were:

- Dichotomous questions
- Open ended questions
- Closed ended questions

### **Secondary Data:**

Secondary data means data that are already available. The secondary data is collected from company records, company manual, internet etc.

#### **1.6.5 Statistical Tools**

The statistical methods, which are used, for the research are:

- ♦ Percentage analysis
- ♦ Chi – square analysis
- ♦ Rank Correlation

## 1.7 LIMITATIONS

- The study was conducted within a limited time period.
- The sample size is limited to 150 from the population of 300.
- The data provided by the respondents may be false at times.
- The researcher was asked to interview the workers in Tamil language.
- Researcher is conducting the project for the first time.

*ORGANIZATION PROFILE*

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## CHAPTER 2

### 2. ORGANIZATION PROFILE

#### 2.1 HISTORY OF THE ORGANIZATION

If at all innovation and entrepreneurship can be illustrated in a cottage industry, No.10 A.S. Photo Beedi Company would be the perfect example.

No.10 A.S. Photo Beedi, now acclaimed as the largest cottage industry in Tamil Nadu and Kerala, has enriched the essentially Indian tradition of beedis in inimitable style over the last 33 years. The company established by the visionary, Mr. A.S. Hameed, A. Mohamed Ibrahim, A. Abdul Kareem and A. Abdul Latheef is a family business and now led by the second generation of family brothers. The company started its operation in the year 1975. The initial operations had a modest beginning in Tirunelveli with one production unit. The company started its initial operation with one production unit and now extending to 3 main production units and 70 collection branches in and around Tirunelveli. The company's marketing office is situated in Coimbatore.

Being certified that the products rolling out of No.10 A.S. Photo Beedi Company are "free from child labour", the company contributes to the society in a major way by providing employment to not less than 15000 rural common folk in and around Tirunelveli. A majority of the company's workforce also

includes women. Constant interactions with the workforce, emphasis on quality maintenance and the management brain of family brothers have helped the company grow by leaps and bounds. The same are perceived to be the predominant reasons of No.10 A.S. Photo Beedi Company commanding a leading presence in the domestic market with an annual turnover of Rs.65 Crores and a staggering production capacity of around 1.5Cr beedis per day.

## **VALUES**

The founder's vision and prudence have placed No.10 A.S. Photo Beedi Company on a well-charted evolution trend since inception. Armed with a unique and unrivalled tobacco blending formula perfected and refined over two generations, the company envisions staying ahead in the global scenario. The second generation entrepreneurs have gone ahead in adopting management principles with uncompromising standards in manufacturing practices of the Indian cigarettes. Ensuring rigid quality checks right from approval of raw materials to processing, manufacturing and packaging holds No.10 A.S. Photo Beedi high among rivals. The concerted efforts of the team at the helm has resulted in progressive enhancement of No.10 A.S. Photo Beedi's operational efficiency, resource optimization and product quality - all leading to a balanced augmentation to the company's business value. No.10 A.S. Photo Beedi Company provides incentives to labours and provide scholarships to labour's children.

**COMPANY DETAILS**

Name : No.10 A.S. Photo BeediCompany

Year of incorporation : 1975

Constitution : Cottage Industry

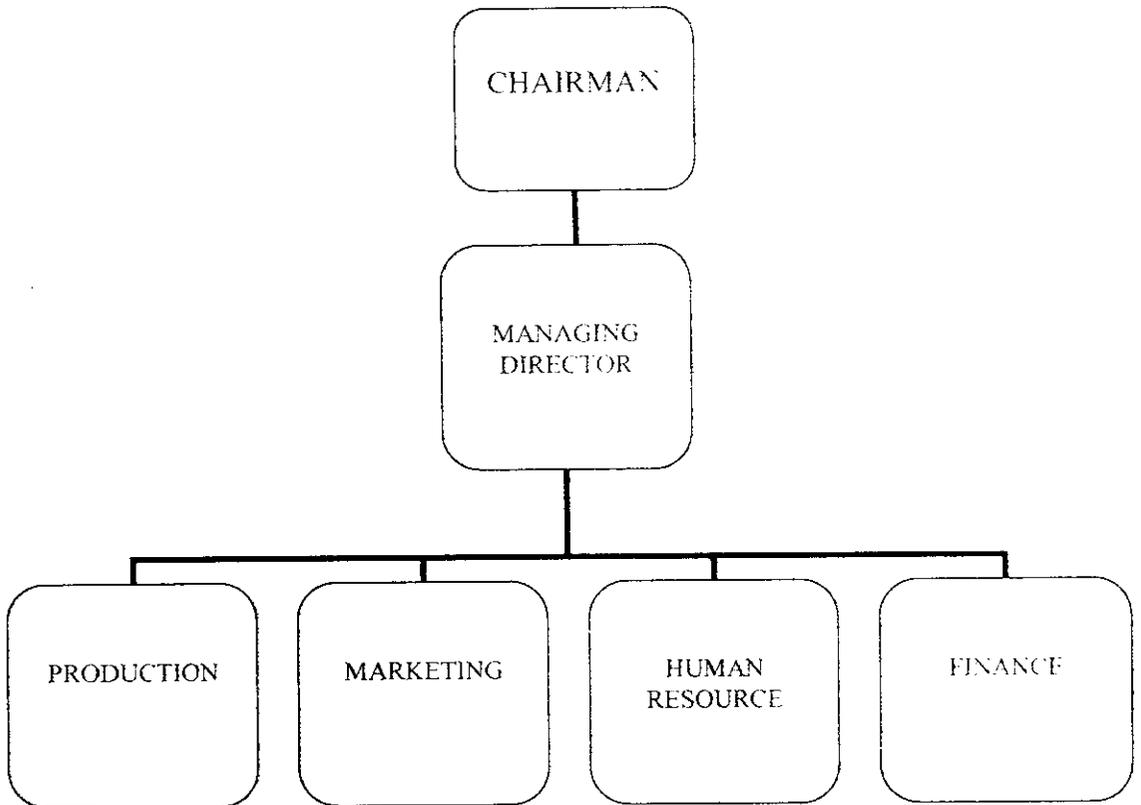
Name of the business Group : NO. 10 Family Brothers

Registered Office : 104, Netaji Road,  
Melapalayam,  
Tirunelveli,  
Tamilnadu.

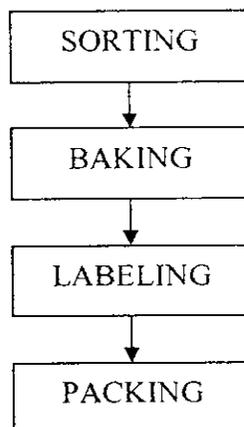
Administrative Office : 22, Rangasamy Street,  
R.S. Puram,  
Coimbatore,  
Tamilnadu.

Production Unit : Melapalayam  
Thenkasi  
Surandai

## 2.2 ORGANIZATION STRUCTURE



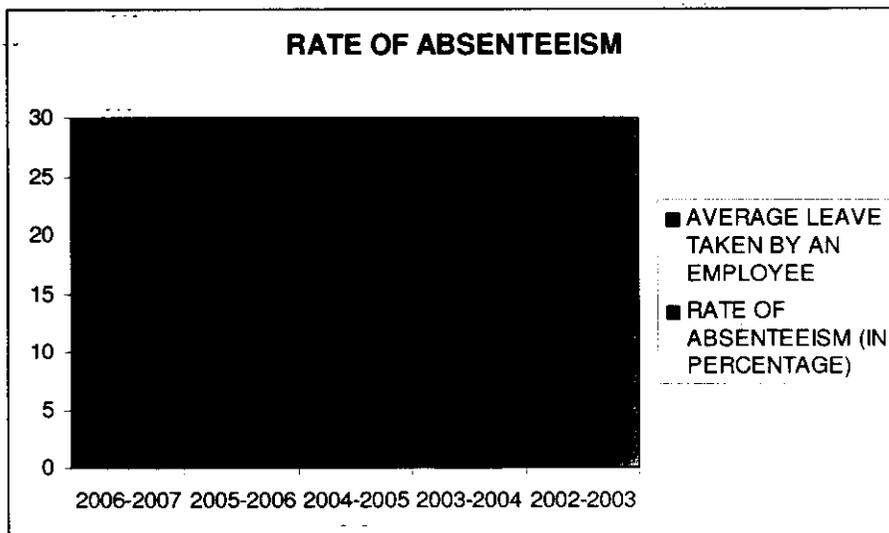
## 2.3 FLOW OF MANUFACTURING PROCESS



## 2.4 RATE OF ABSENTEEISM FOR LAST FIVE YEARS

YEAR	AVERAGE LEAVE TAKEN BY AN EMPLOYEE	RATE OF ABSENTEEISM (IN PERCENTAGE)
2006-2007	27	9
2005-2006	25	8.3
2004-2005	22	7.3
2003-2004	21	7
2002-2003	21	7

Total number of working days in a year = 300 (approximately)





## CHAPTER 3

### 3. MACRO AND MICRO ANALYSIS

#### TOBACCO INDUSTRY AN OVERVIEW

India is the third largest producer and eighth largest exporter of tobacco and tobacco product in the world. While India's share in the world's area under tobacco crop has risen from 9% to 11% in the last 3 decades, its share in production has inched up from 8% to 9% in tobacco industry. Asia and America, together account for 75% of world's production of tobacco. China, USA and India are the three leading tobacco-producing nations in the world

#### PRODUCTION AREA

Andhra Pradesh, Gujarat and Karnataka account for the major portion (80%) of raw tobacco production in India. These states produce FCV tobacco, bidi tobacco, natu tobacco, cigar tobacco, cheroot tobacco and snuff tobacco. Other states which manufacture tobacco are Maharashtra, Orissa, Tamil Nadu, West Bengal, UP and Bihar.

#### GROWTH PROMOTIONAL ACTIVITIES

FCV (Flue cured Virginia) tobacco production and is regulated by The Tobacco Board. About 0.75mn growers are engaged in tobacco production. Easy availability of tobacco has helped development of cottage industry for manufacture of chewing tobacco, cigar, cheroot, flux etc. Bidi industry

provides employment to 4.4mn rural people, mostly women and the cigarette industry provides employment to 0.55mn people.

Tobacco is consumed in two ways, either by smoking or chewing. While smoking the following tobacco products are consumed: Cigarette, Cigar, Bidi (Hand rolled, leaf wrapped country cigarettes) and to chew the products are: Raw tobacco, Supari (Arecanut), Gutkha, Pan Parag etc. Due to diverse climatic conditions every type of tobacco is grown in India. Almost 90% of area is accounted for by Nicotine tobacem. and 10% by Nicotina Restica. Only one third of the tobacco output in the country is Flue cured Virginia (FCV) variety, suitable for cigarette manufacturing.

There are seven major categories of tobacco, Viz. Flue cured Virginia tobacco (FCV), Burley, Oriental, Bark flue cured, Sun cured, Light flue cured cigar and Dark flue cured. Flue cured Virginia tobacco is mainly used for manufacture of cigarettes. Light air cured tobacco is used in the manufacture of bidis. Unmanufactured tobacco is also consumed in India, for chewing purpose.

## **THE INDIAN SCENARIO**

Chewing tobacco has been a tradition in India for centuries. Of the total amount of tobacco produced in the country, around 48% is in the form of chewing tobacco, 38% as bidis, and only 14% as cigarettes. Thus, bidis, snuff and chewing tobacco (such as gutka, khaini and zarda) form the bulk (86%) of India's total tobacco production. In the rest of the world, production of cigarettes is 90% of total production of tobacco related products.

The per capita consumption of cigarettes in India is merely a tenth of the world average. This unique tobacco consumption pattern is a combination of tradition and more importantly the tax imposed on cigarettes over the last 2 decades. Cigarette smokers pay almost 85% of the total tax revenues generated from tobacco.

India is the second largest producer of tobacco in the world after China. It produced 572 m kgs of tobacco in FY03. However, India holds a meager 0.7% share of the US\$ 30 bn global trade in tobacco, with cigarettes accounting for 85% of the country's total tobacco exports.

Despite being the second largest producer, India is only the ninth largest exporter of tobacco and tobacco products in the world. Out of the total tobacco produced in India, only one-third is flue-cured tobacco suitable for cigarette manufacturing. Most of the tobacco produce is suitable for the manufacture of chewing tobacco, bidis and other cheap tobacco products, which have no demand outside the country. In India, three major cigarette players dominate the market, primarily ITC with 72% market share, Godfrey Phillips with 12% and VST with 8% share of the market.

India is the third largest producer of tobacco in the world after China and USA. Though it occupies a mere 0.25 per cent of the cropped area in the country, it contributed Rs.507 crores to the foreign exchange earnings and Rs. 3200 crores to the exchequer by way of central excise during 1992-93. Further, it provides employment to millions of people both directly and indirectly. Despite playing such a vital role in the economy the industry faces

many constraints for its development. Increasing productivity, improving the quality, better marketing practices of non Virginia tobacco and a more rational excise policy on cigarettes would help the growth of the industry as well as meet the challenges of the future.



**CHAPTER 4**  
**4. DATA ANALYSIS AND INTERPRETATION**

**TABLE - 1**

**Distribution of respondents on the basis of Age**

<b>Age</b>	<b>No of Respondents</b>	<b>Percentage</b>
Below 20 yrs	15	10
21-30 yrs	72	48
31-40 yrs	28	18.67
41-50 yrs	22	14.66
51 yrs and above	13	8.67
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

Form the table we can clearly identify that people of 21-30years respond more. 48% of the total respondents belong to the age group of 21-30yrs. 18.87% belong to 31-40 yrs of age. 14.66% belong to 41-50 yrs age group

**TABLE - 2****Distribution of respondents on the basis of Education**

<b>Qualification</b>	<b>No of Respondents</b>	<b>Percentage</b>
School level	108	72
Uneducated	42	28
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

The primary portion of the respondents have school level education i.e., 72% of them have school level education and 28% of them are uneducated

**TABLE - 3****Distribution of respondents on the basis Marital Status**

<b>Marital Status</b>	<b>No of Respondents</b>	<b>Percentage</b>
married	72	48
unmarried	78	52
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

The sample of the researcher consists primarily of unmarried individuals forming upto 52% of the population

**TABLE - 4****Distribution of respondents on the basis of Experience**

<b>Experience</b>	<b>No of Respondents</b>	<b>Percentage</b>
less than 1	14	9.33
1.1-2	38	25.33
2.1-3	37	24.67
3.1-4	40	26.67
4 and above	21	14
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

From the total no of respondents 14% of them are less than 4 years experience, 26.67% of them have 3.1-4 years experience, 24.67% of them have 2.1-3 years experience, 25.33% of them have 1.1-2 years experience and 9.33% of them have greater than 1 year experience

TABLE - 5

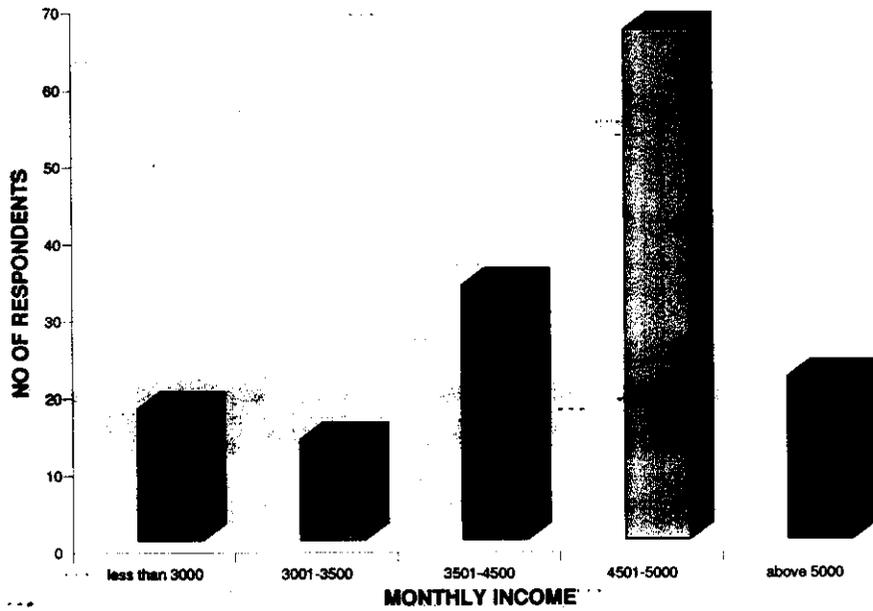
**Distribution of respondents on the basis of Monthly Income**

Monthly Income	No of Respondents	Percentage
less than 3000	17	11.33
3001-3500	13	8.67
3501-4500	33	22
4501-5000	66	44
above 5000	21	14
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

There are 17 respondents comes under the category of less than 3000 monthly income, that occupies 11.33% of the total population. There are 13 respondents comes under the category of 3000-3500 monthly income, that occupies 8.67% of the total population. There are 33 respondents comes under the category of 3501-4500 monthly income, that occupies 22% of the total population. There are 66 respondents comes under the category of 4501-5000 monthly income, that occupies 44% of the total population. There are 21 respondents comes under the category of greater than 5000 monthly income, that occupies 14% of the total population

**CHART - 5**  
**MONTHLY INCOME-WISE DISTRIBUTION**



**TABLE - 6****Distribution of respondents on the basis of Department**

<b>Department</b>	<b>No of Respondents</b>	<b>Percentage</b>
Sorting	42	28
Baking	39	26
Labeling	33	22
Packing	36	24
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

From the total no of respondents 28% of them belongs to sorting department,26% of them belongs to baking department,22% of them belongs to labeling department and 24% of them belongs to packing department.

**TABLE - 7****Distribution based on distance from place of stay**

<b>Distance from place of stay</b>	<b>No of Respondents</b>	<b>Percentage</b>
Less than 2 kms	33	22
2.1 - 5 kms	39	26
5.1 - 10 kms	42	28
above 10 kms	36	24
	<b>150</b>	<b>100</b>

**INTERPRETATION:**

People stay 5.1-10 kms distance from company is 28% of the total population,

2.1-5 kms is 26% , above 10 kms from company is 24%.

TABLE – 8

Chi – Square test to find the relationship between age and experience

Age / Experience	Below 20 years	21 to 30 years	31 to 40 years	41 to 50 years	51 yrs and above	Total
less than 1	6	3	3	1	1	14
1.1-2	7	11	10	8	2	38
2.1-3	1	25	7	2	2	37
3.1-4	1	29	5	3	2	40
4 and above	0	4	3	8	6	21
<b>Total</b>	15	72	28	22	13	150

### INTERPRETATION:

**Null Hypothesis  $H_0$ :** There is significant relationship between the age and experience.

**Alternative Hypothesis  $H_1$ :** There is no significant relationship between the age and experience.

Calculated value = 67.016

Level of significance = 10%

Table value = 7.962

Calculated value is higher than the table value . so we reject null hypothesis and accept alternate hypothesis i.e., there is no significant difference relationship between age and experience.

**TABLE - 9**  
**Mean Score**  
**Opinion towards the job**

<b>Opinion towards job</b>	<b>Mean</b>	<b>Rank</b>
Interesting	3.17	1
Adjustable	3.42	2
Risky	4.68	5
Boring	3.55	3
Frustrating	3.88	4

**INTERPRETATION:**

According to the above table interesting have been ranked first, adjustable have been ranked second, boring have been ranked third, frustrating have been ranked fourth, risky has been ranked fifth.

TABLE – 10

## Mean Score

## Reasons for absenteeism

<b>Reason for absenteeism</b>	<b>Mean</b>	<b>Rank</b>
Work pressure	3.72	4
Work load	3.82	5
Job-dissatisfaction	4.10	6
Health problems	3.62	3
Functions	3.31	1
Family problems	3.57	2

**INTERPRETATION:**

According to the above table functions have been ranked first, family problems have been ranked second, Health problems have been ranked third, Work pressure have been ranked fourth, Work load has been ranked fifth, Job dissatisfaction has been ranked sixth.

TABLE – 11

## Mean Score

## Satisfaction towards the job

Job satisfaction	Mean	Rank
Work pressure	4.05	7
Good relationship with co-workers	3.78	6
Good relationship with supervisor	3.62	3
Safety measures	3.41	2
Medical facility	3.64	4
Present salary	3.74	5
Interest in job	3.49	1

**INTERPRETATION:**

According to the above table interest in job have been ranked first, safety measures adopted by the company have been ranked second, good relationship with supervisor have been ranked third, medical facility have been ranked fourth, present salary has been ranked fifth, good relationship with co-workers has been ranked sixth, work pressure has been ranked seventh.

TABLE - 12

- Square test to find the relationship between monthly income and job satisfaction

Constituents of job satisfaction	Chi square	Significance	Result
Job pressure	38.517	0.008	Reject
Good relationship with co-workers	33.328	0.031	Reject
Relation with supervisor	18.104	0.581	Accept
Safety Measure	34.414	0.023	Reject
Medical Facilities	23.255	0.276	Accept
Present salary	19.74	0.474	Accept
Job interest	24.08	0.239	Accept

#### INTERPRETATION:

**Null hypothesis Ho:** There is no significant relationship between the distance and job interest.

From the above table we can observe that job pressure, Good relationship with co-workers, Safety measures have significant relationship on monthly income.

TABLE - 14

**Chi – Square test to find the relationship between distance and job satisfaction**

<b>Constituents of job satisfaction</b>	<b>Chi square</b>	<b>Significance</b>	<b>Result</b>
Job pressure	13.714	0.845	Accept
Good relationship with co-workers	19.21	0.508	Accept
Relation with supervisor	32.73	0.036	Reject
Safety Measure	21.154	0.388	Accept
Medical Facilities	14.464	0.806	Accept
Present salary	28.766	0.092	Accept
Job interest	17.867	0.596	Accept

#### **PRETATION:**

**Null hypothesis Ho:** There is no significant relationship between the distance and job interest.

From the above table we can observe that there is significant relationship between distance and relationship with supervisor. There is no significant relationship between distance and job pressure, good relationship with co-workers, safety measure, medical facilities, present salary and job interest.

TABLE - 13

– Square test to find the relationship between department and job satisfaction

Constituents of job satisfaction	Chi square	Significance	Result
Job pressure	11.071	0.748	Accept
Good relationship with co-workers	13.974	0.527	Accept
Relation with supervisor	12.608	0.633	Accept
Safety Measure	12.25	0.66	Accept
Medical Facilities	16.696	0.337	Accept
Present salary	14.617	0.479	Accept
Job interest	13.731	0.546	Accept

#### INTERPRETATION:

**Null hypothesis Ho:** There is no significant relationship between the department and job interest.

From the above table we can observe that there is no significant relationship between department and the job pressure, good relationship with co-workers, relation with supervisor, safety, medical facilities, present salary and job interest.

*CONCLUSION*

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## CHAPTER 5

### 5. CONCLUSION

#### 5.1 RESULTS AND DISCUSSIONS

##### FINDINGS

###### **According to the objectives**

- ♦ The main reasons behind absenteeism are family problems and cultural functions in the industry located. Apart from that health problems of the aged workers also lead to high rate of absenteeism.
- ♦ The main factors, which lead to absenteeism of the workers, include the low rate of satisfaction towards wages.
- ♦ Even though the absentees are not fully motivated, a small part of the work force is motivated for a better work after the introduction of the schemes.
- ♦ There is a significant relationship with the factors leading to absenteeism and absenteeism in most of the cases.

*In Detail*

- Absenteeism is more in the departments which held in Beedi manufacturing. Family problem, functions and workload may be the reason for absenteeism in departments.
- Chi – Square analysis according to age and experience gave the result that there is no significant difference relationship between age and experience.
- It is clear that a major part of the absentees are married. This is due to various personal problems, family problems, child care, other household responsibilities etc.,
- A large part of the absentees are coming from the distance from localities. So the absenteeism is not due to low morale towards the company.
- The most shocking fact is that the major groups of absentees are experienced persons. This is because of health problems.
- Other source of income is not a reason for absenteeism. Most of the absentees depend only on the company for their living.

- Awareness about leave rules and leave facilities is not the reason for absenteeism. Most of the absentees are very much aware about the leave rules and leave facilities.
  
- The age group below 40 years is absenting because of nature of the job and the age group above 40 years are absenting because of their family.
  
- More than half percentage of the absentees occurs due to cultural functions.
  
- Relationship with the co – workers is not a reason for absenteeism. A major portion is very much satisfied with the co – worker relationship.

## RECOMMENDATION

- One main suggestion to reduce absenteeism is to control the workers mind deviation from the job. Creating a comfortable and peaceful work place will control the mind deviation from the work. This will reduce the worker involvement in functions and relax them from family problems.
- Get-together of the workers in different departments should be conducted once in two months for at least 2 hours. This will help to increase the relationship and mutual understanding among the different department workers.
- The rest interval or the lunch break is only a pause to the workers for a highly motivated work for the next session. So after the lunch the worker should feel fresh. Some entertainment like Television, music etc can relieve the strain of the workers. Moreover at least some workers will try to keep up the timings indirectly for the lunch break and to come back for work.
- Increased rate of job security is one reason for absenteeism. So the management should make an agreement with the union that a worker who absents without any truthful reason for more than the limited days should be suspended from the company. That worker's photograph and the warning letter given to him should be displayed on the notice board. This will create a fear of the loss of job in the minds of the workers.

- An officer should be appointed to enquire about the reasons for the absenteeism of the workers and should provide counseling programmes for the mentally depressed persons to reduce their personal problems.
  
- Providing accommodation to the workers is another way to reduce absenteeism. If charging very cheap rental, this can bring profit to the company in the long run. Moreover the other advantages include:
  - Absenteeism due to distance can be reduced.
  - The workers will be motivated.
  - Superiors can identify the reason for absenteeism very easily.
  - Will improve the relationship between the workers.
  
- Incentives to the workers can be given by the middle of every month. This will help to reduce the difficulty of the worker to face his colleagues without money since because friend circle is very important for each and every person. Moreover the other workers will be motivated to do more work and earn more money.
  
- Programmes should be conducted regarding, how to save money from even from less wages. Once they start saving, the workers will not feel that they are not getting enough wages.

- Since the supervisor is the immediate leader to the workers keen interest should be taken in appointing superiors. Superiors should deal with the workers in a psychological manner to influence the workers.
  
- Apart from all these improving the working condition, health, safety and welfare measures are also important. Improving the superior - worker relationship is another important factor.
  
- Some group games and other entertaining programmes can be conducted for the workers to make the job interesting.
  
- Counseling can be given to the workers, who have some personal problems. Management should help the workers when they are in need.

## 5.2 CONCLUSION

No.10 A.S. Photo Beedi Company is one of the South India's largest Beedi manufacturers. Since manpower is most important, the problem of absenteeism affects the organization in many ways. The main reason that is the basis for absenteeism is the workers morale towards the organization. The company should take necessary steps immediately to increase the morale and satisfaction of the workers because workers form the integral part of the organization.

The management should convince the workers about their importance in the organization and the workers should feel that they belong to the No.10 A.S. Photo Beedi Family. The study helped to identify the reasons for absenteeism and the satisfaction level of the workers towards the various factors leading to absenteeism.

The management can take steps to reduce absenteeism by implementing the suggestions and can take some more measures by considering the causes of absenteeism. No.10 A.S. Photo Beedi Company can become the largest Beedi manufacturers in India if they adopt necessary steps to reduce the problems in the factory.

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*ANNEXURE*

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## QUESTIONNAIRE

1. Name :

2. Age :

- Below 20 yrs     21-30 yrs     31-40 yrs  
 41-50 yrs     51 yrs and above

3. Education qualification :

- School level     Uneducated

4. Marital status:

- Married     Unmarried

5. Number of years experience in this company

- Less than 1     1.1-2     2.1-3  
 3.1-4     4 and above

6. Monthly income (in RS)

- Less than 3000     3001-3500     3501-4500  
 4501-5000     above 5000

7. Which department you work for?

- Sorting     Baking  
 Labeling     Packing

8. Distance from place of stay?

- less than 2 kms     2.1 - 5 kms  
 5.1 - 10 kms     above 10 kms

**9. Opinion towards your work?**

Opinion	Strongly agree	agree	neutral	disagree	Strongly disagree
Interesting					
Adjustable					
Risky					
Boring					
Frustrating					

**10. Reasons for absenteeism?**

Opinion	Strongly agree	agree	neutral	disagree	Strongly disagree
work pressure					
work load					
Lack of health					
job-dissatisfaction					
functions					
family problems					

**11. Satisfaction towards your job?**

Opinion	Strongly agree	agree	neutral	disagree	Strongly disagree
work pressure					
Good relationship with my co-workers					
Good relationship with my supervisor					
Safety measures					
Medical facility					
Present Salary					
Interest in job					

## QUESTIONNAIRE

1. பெயர்
2. வயது  
 20க்கு கீழ்       21-30 வரை       31-40 வரை  
 41-50 வரை       51 வயதுக்கு மேல்
3. கல்வித் தகுதி  
 பள்ளி தகுதி       கல்வி கற்காதவர்
4. திருமண விபரம்  
 திருமணம் ஆனவர்       திருமணம் ஆகாதவர்
5. நிறுவனத்தில் தங்கள் பணி அனுபவம்  
 1 வருடத்திற்கு குறைவு       1.1-2 வருடங்கள்  
 2.1-3 வருடங்கள்       3.1 - 4 வருடங்கள்  
 4 வருடங்களுக்கு மேல்
6. மாத வருமானம் (ரூபாயில்)  
 3000க்கு மேல்       3001-3500 வரை  
 3501-4500 வரை       4501-5000 வரை  
 5000க்கு மேல்
7. தங்களது வேலைப் பிரிவு?  
 Sorting       Baking  
 Labeling       Packing
8. வேலை செய்யும் நிறுவனத்தில் இருந்து தங்கள் இருப்பிடத்தின் தூரம்?  
 2 கி.மீ.க்கு கீழ்       2.1-5 கி.மீ       5.1-10 கி.மீ  
 10 கி.மீக்கு மேல்

9. தங்கள் வேலை இயல்பு?

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மு.மி. : முக்கிய மில்லை

காரணங்கள்	மி.மு.	மு.	சமம்	ஓ.மு.	மு.மி.
ஆர்வம்					
கட்டாயம்					
ஆபத்து					
ஆர்வம் இன்னை					
வெறுப்பு					

10. தாங்கள் விடுப்பு எடுப்பதற்கான காரணங்கள்:

\* மி.மு. : மிக முக்கியம், மு. : முக்கியம், ஓ.மு. : ஓரளவு முக்கியம்  
மு.மி. : முக்கிய மில்லை

காரணங்கள்	மி.மு.	மு.	சமம்	ஓ.மு.	மு.மி.
பணி அழுத்தம்					
பணி சுமை					
பணி அதிருப்தி					
ஆரோக்கியம்					
விழாக்கள்					
குடும்ப பிரச்சனைகள்					

11. வேலையில் தங்கள் திருப்தி :

\* மி.தி. : மிகவும் திருப்தி, தி. : திருப்தி, ஓ.தி. : ஓரளவு திருப்தி  
தி.இ. : திருப்தி இல்லை

காரணங்கள்	மி.தி.	தி.	சமம்	ஓ.தி.	தி.இ.
வேலைச்சுமை					
சக ஊழியர்கள் ஒத்துழைப்பு					
மேற்பார்வையாளர் அணுகுமுறை					
பாதுகாப்பு வசதிகள்					
மருத்துவ வசதிகள்					
தற்போதைய சம்பளம்					
வேலை திருப்தி					