

# Annexure

## *Questionnaire*

### **I. General Information**

1. Name and address of Tea Estate:
2. Ownership Pattern (Public Limited, Partnership, Proprietorship, PSU):
3. Membership under which association?
2. Total number of worker:
  - i) Factory:
  - ii) Plantation:
3. Total number of male worker:
  - i) Factory:
  - ii) Plantation:
4. Total number of women worker:
  - i) Factory:
  - ii) Plantation:
5. Total number of adolescent worker:
  - i) Factory:
  - ii) Plantation:
6. Total number of *Bigha* worker:
  - i) Factory:
  - ii) Plantation:
7. Total number of supervisory staff:
  - i) Factory:
  - ii) Plantation:
8. Total number of managerial staff:
  - i) Factory:
  - ii) Plantation:

### **II. Recruitment**

1. What are the sources of recruitment of workers?
  - i) Through advertisement
  - ii) Through trade Union
  - iii) Through *Sardars*
  - iv) By dependent's right

2. The basis of selection:

In factory	In plantation

3. Number of workers promoted in the higher position and retrenched:

<b>Number of workers promoted</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Number of workers retrenched</b>										

4. Number & category of workers selected during the year:

<b>Year</b>	<b>Category of Workers</b>							
	<b>Male</b>		<b>Female</b>		<b>Adolescent</b>		<b>Children</b>	
	Permanent	Casual	Permanent	Casual	Permanent	Casual	Permanent	Casual
<b>2007</b>								
<b>2008</b>								
<b>2009</b>								
<b>2010</b>								
<b>2011</b>								
<b>2012</b>								
<b>2013</b>								
<b>2014</b>								
<b>2015</b>								
<b>2016</b>								



4.How efficient they were in Spraying					
5.How efficient they were in Pruning					
6.How efficient they were in Planting					
7.How efficient they were in Manufacturing					

*After Training*

<b>Area of Training</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1.How efficient they are in Plucking					
2.How efficient they are in Manure					
3.How efficient they are in Weeding					
4.How efficient they are in Spraying					
5.How efficient they are in Pruning					
6.How efficient they are in Planting					
7.How efficient they are in Manufacturing					

**IV. Compensation**

- i). What is the present rate of wage for factory and field workers?
  
- ii). Does your organization provides overtime benefits to the workers?
  
- iii). How does your organization calculates overtime rate for factory workers?
  
- iv). How does your organization calculates overtime rate for field workers?

v). Does your organization provides equal amount of wage for male and female workers?

vi). How does your organization calculates incentives for workers?

vii). Modes of payment of wage:

a). Direct Cash Payment

b). Bank Account Transfer

viii). What is the wage period on which wage is paid:

a). Weekly

b). Fortnightly

c). Others

ix). What is the time (days) taken by your organization for paying the wage of a wage period?

x). What was the percentage of bonus of the following years?

Year	2012	2013	2014	2015	2016
Bonus Percentage					

**V. Average expenses incurred during the last 4 years on the following facilities:**

<b>Facilities</b>	Year1	Year 2	Year 3	Year 4
1) Educational facilities				
2) Health care (Readily available of medical facilities for the workers)				


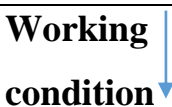
and their family)				
3) Housing facilities ( Condition of house and maintenances of house)				
4) Toilet facilities (Separately for males and females with sufficient number of latrines and urinals situated in convenient and accessible to workers)				
5) Drinking water (Convenient places in the plantation and a sufficient supply of wholesome drinking water for all workers)				
6) Entertainments				
7) Canteen facility (A. standards in respect of construction, accommodation, furniture and other equipment of the canteen B. foodstuffs C. constitution of a managing committee)				
8) Crèches (A. Provide adequate accommodation; B. Be adequately lighted and ventilated; C. Be maintained in a clean and sanitary condition; and D. Be under the charge of a woman trained in the care of children and infants)				

10. Number of canteens:

11. Number of women in-charge in Crèches:

12. Number of workers residing within the plantation:
13. Number of house accommodation for the workers:
14. Number of welfare officer:
15. Quantity and frequency of ration (food grains, tea, kerosin, etc.)
16. Frequency of distribution of umbrellas, blankets, rain coats, etc.:

## VI. Working Conditions

Categories of works 	Adult workers		Adolescent		Children
	Men	Women	Male	Female	
Working condition 					
Hours of work					
Working hours					
Overtime					
Rest interval					

## VII. Industrial Relations

Records of strikes, gate meetings, lockouts and settlement:

Year	Number of strikes	Number of gate meetings	Number of lockouts	No of bipartite settlement

<b>2007</b>				
<b>2008</b>				
<b>2009</b>				
<b>2010</b>				
<b>2011</b>				
<b>2012</b>				
<b>2013</b>				
<b>2014</b>				
<b>2015</b>				
<b>2016</b>				

- i. What were the causes of strike?
- ii. What were the causes of gate meeting?
- iii. What were the causes of lockouts?
- iv. Details of settlements: