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**A STUDY ON EMPLOYEE ABSENTEEISM IN PROPEL INDUSTRIES  
PRIVATE LIMITED, COIMBATORE**

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**ABSTRACT**

The term absenteeism refers to the breakdown to attend to employment. It is one of the major harms faced by companies across the globe today. Unscheduled absenteeism badly hurts the progress of an organization resulting in loss of productivity, increased costs in hiring additional staff and low morale among the workers. It is high time that employers address this difficulty on a priority basis. To study on employee absenteeism in Propel industries private limited, to examine how far the financially of workers is responsible for absenteeism.

To find ways of reducing costs, in addition to need to find an 'acceptable' level of absence. Many organization appear to accept a certain stage of absence i.e. where a quantity of their employees are away on any particular day. The current IBEC study found that over half of the respondents did not judge they had a dilemma with absence

**Keywords:** Absenteeism, Costs in hiring, employees

**INTRODUCTION**

Employee Absenteeism is referred to herein as failure of employees to report for work when they are scheduled to work. Employees who are away from work on recognized holidays, vacations, approved leaves of absence, or leaves of absence allowed for under the collective agreement provisions would not be included. Employee Absenteeism is a habitual pattern of absence from a duty or obligation. Traditionally, Employee absenteeism has been viewed as an indicator of poor individual performance, as well as a breach of an implicit contract between employee and employer; it was seen as a organization difficulty, and frame in financial or quasi-economic terms. More new scholarship seeks to appreciate Employee absence as an pointer of emotional, checkup, or social adjustment to work.

**OBJECTIVES**

- To study on employee absenteeism in Propel industries private limited
- To Study on socio economic of employee absenteeism.
- To examine how far personal factors are accountable for absenteeism.
- To inspect how far the financially of workers is responsible for absenteeism.

- To study the factors which are accountable for absenteeism.

### SCOPE OF THE STUDY

A survey of 100 recently hired employees, and documentation reviews and interview with directors, managers and staff in the organization. Department of Human Resources, department of marketing, finance, transportation etc.

### REVIEW OF LITERATURE

The most parsimonious definition of absenteeism is the failure to report to work (Robbins, 2003). The definition of absenteeism can be further parsed into instinctive and voluntary absence, as well as absence frequency and absence duration. Involuntary absence represents factors beyond the control of the person, such as a long-term sickness. Voluntary absence represents a conscious choice by the employee not to attend work because of reasons that are within his or her control.

"Absenteeism is failing to report for scheduled work. As such, it is the violation of a social obligation to be in a particular place at a particular time. usually, absenteeism was viewed as an indicator of poor individual presentation and a breach of an understood contract between employee and employer. Thus, it was seen as a managing problem and framed in economic or quasi-economic terms. Indeed, economists most often view absenteeism in labor supply terms. More lately, absenteeism has more and more been viewed as an indicator of psychological, medical, or social adjustment to work." (Johns, 2007)

### RESEARCH METHODOLOGY

Research methodology is a systematic method to solve the research problem. The purpose of research methodology is to tell about the research procedure. The research procedure includes preparation of research design, method of data collection, questionnaire, scaling techniques, processing data analysis and interpretation.

### RESEARCH DESIGN

The research design that is used in this study is descriptive research design and analytical research design. Descriptive research designs are those which are worried with recitation the uniqueness of a particular person or of a group. It gives a clear account about the different aspects of the chosen problem of research. Analytical research design concerns itself with cause-effect relations among variables. It attempts to analyse the situation and make critical evaluation.

### SAMPLING UNIT

This study covers the working officials of Company limited.

### SAMPLING POPULATION:

There are totally 320 staffs working in the company.

### SAMPLING SIZE:

The sample size used for this study is 100.

### SAMPLING METHOD

#### PROBABILITY SAMPLING:

Probability sampling is also recognized as 'random sampling' or 'chance sampling'. In this sampling design, every item of the world has an equal chance of addition in the sample. It is, so to say, a lottery method in which individual units are chosen up from the whole group not intentionally but some mechanical process.

#### SAMPLING TECHNIQUE:

The sampling technique used in this study is simple random sampling. In this technique each and every unit of the population has an equal chance or probability of being included in the sample.

### METHODS OF DATA COLLECTION:

#### SOURCES OF DATA:

1. Primary data
2. Secondary data

#### PRIMARY DATA:

Primary data are those data's which are collected for the first time through survey of questionnaire from the employees.

**SECONDARY DATA:**

Secondary data are those data's collected from already existing one such as a weekly magazines, books, and company websites and company records.

**STATISTICAL TOOL USED IN THE STUDY:**

The statistical tools used in this study are

1. Simple percentage method.
2. Chi-square test.

**SIMPLE PERCENTAGE METHOD:**

It refers to a kind of ratio. Percentage is used in making comparison between two or more series of data. They are used to describe everything to a common base and thereby meaningful comparison can be made.

**Percentage of respondents =  $\frac{\text{number of respondents}}{\text{total no of respondents}} * 100$**

**CHI - SQUARE TEST:**

It is calculated to study the deviation of actual and expected frequencies; Karl Pearson's has urbanized a method to test the difference between the theoretical (hypothesis) and the observed value.

$$\text{Chi - square test (X2)} = \frac{(Q_i - E_i)^2}{E_i}$$

Where,  $Q_i$  = Observed Frequency

$E_i$  = Expected Frequency

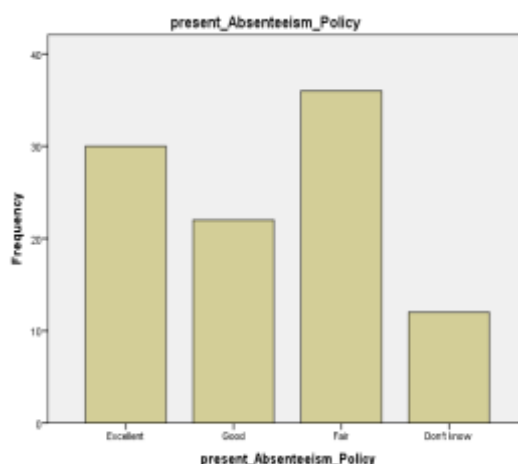
The research reveal that one of the major problems is absenteeism in our industry. Absenteeism hinders planning, production, competence and act of the organization. In fact high rates of absenteeism affect an association state of health and also supervisory and decision-making efficiency.

**RESPONDENTS PRESENT ABSENTEEISM POLICY**

S.No	Particulars	No. of respondents	Percent
1	Excellent	30	30.0
2	Good	22	22.0
3	Fair	36	36.0
4	Don't know	12	12.0
	Total	100	100.0

**Interpretation**

From the above table it can be inferred that 30% of the respondents' said present absenteeism policy is excellent in propel industries private limited, 22% of the respondents' said present absenteeism policy is good in propel industries private limited, 36% of the respondents' said present absenteeism policy is fair in propel industries private limited and 12% of the respondents' said don't know about present absenteeism policy in propel industries private limited.

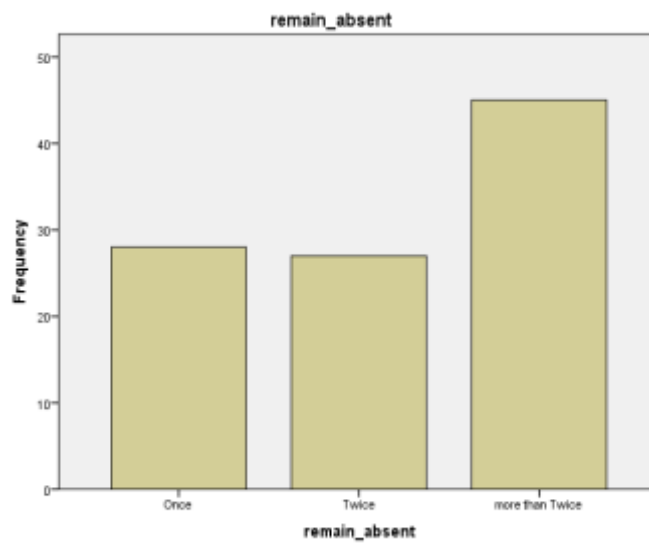
**Respondents present absenteeism policy**

**RESPONDENTS REMAINING ABSENT IN A MONTH**

s.no	Particulars	No. of respondent	Percent
1	Once	28	28.0
2	Twice	27	27.0
3	more than Twice	45	45.0
	Total	100	100.0

**Interpretation**

From the above table it can be inferred that 28% of the respondents' remain absent once in a month, 27% of the respondents' remain absent twice in a month and 45% of the respondents remain absent more than twice in a month.

**RESPONDENTS REMAINING ABSENT IN A MONTH****Chi-Square Analysis****Hypothesis**

**Null hypothesis (H0):** There is no significant difference between gender of the respondents and relationship with the supervisor.

**Alternative hypothesis (H1):** There is significant difference between gender of the respondents and relationship with the supervisor.

Particulars	Relationship with supervisor				Total	
	Excellent	Good	normal	bad		
Gender	Male	8	13	17	16	54
	Female	8	5	23	10	46
Total	16	18	40	26	100	

**Chi-Square Tests**

	Value	Df	Asymp. Sig. (2-sided)
Pearson Chi-Square	5.234 <sup>a</sup>	3	.155
Likelihood Ratio	5.343	3	.148
Linear-by-Linear Association	.000	1	.994
N of Valid Cases	100		

Significant =  $P \leq 0.05$ , Not Significant =  $P > 0.05$

### Interpretation

According to the Chi-square table the  $X^2 = 5.234$ , a degree of freedom is 3 and 'p' value is 0.155. Here, the 'p' value is greater than 0.05 ( $0.155 > 0.05$ ). So the  $H_0$  is accepted and the  $H_1$  is rejected. Hence there is no significant difference between gender of the respondents and relationship with the supervisor.

### Hypothesis

**Null hypothesis (H0):** There is no significant difference between age of the respondents and satisfaction towards work.

**Alternative hypothesis (H1):** There is significant difference between age of the respondents and satisfaction towards work.

		Satisfied with work				Total
		Well satisfied	Good	Fair	Not satisfied	
Age	below25	2	1	8	4	15
	25-35	5	5	7	8	25
	35-45	10	12	8	6	36
	45-55	7	2	12	3	24
<b>Total</b>		24	20	35	21	100

### Chi-Square Tests

	Value	df	Asymp. Sig. (2-sided)
Pearson Chi-Square	15.356 <sup>a</sup>	9	.082
Likelihood Ratio	15.712	9	.073
Linear-by-Linear Association	2.989	1	.084
N of Valid Cases	100		

Significant =  $P \leq 0.05$ , Not Significant =  $P > 0.05$

### Interpretation

According to the Chi-square table the  $X^2 = 15.356$ , a degree of freedom is 9 and 'p' value is 0.082. Here, the 'p' value is greater than 0.05 ( $0.082 > 0.05$ ). So the  $H_0$  is accepted and the  $H_1$  is rejected. Hence there is no significant difference between age of the respondents and satisfaction towards work.

### Findings

- 30% of the respondents' said present absenteeism policy is excellent in propel industries private limited.
- 38% of the respondents never take leave.
- There is no significant difference between experience of the respondents and whether they encouraged to suggest new ideas.
- There is no significant difference between experience of the respondents and whether they are satisfied with management response towards solving problems.

### Suggestions

Absenteeism is a grave problem for management because it involves heavy extra expenses. The management should take the following actions to lessen the rate of absenteeism,

- 1) **Provide Incentives:** An incentive provides an employee with a boost to their motivation and avoid unnecessary absenteeism. Incentives like two hours of bonus pay for every month of effect attendance can improve a lot.
- 2) **Employee Assistance Program:** If you confront an employee about his or her frequent absenteeism and you find out that it is due to personal problems refer them to EAP.
- 3) **Sickness Reporting:** Tell employees that they must phone in as early as possible to advise why they are unable to make it to work and when they expect to return.

4) **Return to Work Interview**- When an employee returns to work then ensure that they have a "return to work interview".

5) **Bradford factor** can also be used to recognize and cure excessive absenteeism. In the end to end this report I would like to identify that the plan allotted to me on ABSENTEEISM was of huge help to me in sympathetic the working surroundings of an organization, thereby providing a firsthand practical experience.

### Conclusion

The study finished that if positive incentives to workers in the form of those motivational factor that normally pressure workers to be absent is better than imposing penalty for disappointing absenteeism. The best reward for workers with low absenteeism is to grant extra time off for personal matters. Staff are prejudiced to lesser amount by deterrents, loss of pay and reimbursement and loss of endorsement opportunity and discharge, imposed for recurrent absenteeism. In conclusion a mixture of incentives (additional time off) and penalties (loss of benefits or job) with the primary stress on motivational incentives is the most effective move toward to reducing absenteeism.

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