





Province of the
EASTERN CAPE
EDUCATION

DIRECTORATE SENIOR CURRICULUM MANAGEMENT (SEN-FET)

HOME SCHOOLING SELF-STUDY WORKSHEET ANSWER SHEET

SUBJECT	BUSINESS STUDIES	GRADE	12	DATE	27/03/2020
TOPIC	BUSINESS ENVIRONMENT	TERM 1 REVISION	X	TERM 2 CONTENT	(Please tick)

QUESTION 1: BUSINESS ENVIRONMENTS

1.1 Types of integration strategies

- Forward vertical integration✓
- Backward vertical integration✓
- Horizontal integration✓

NOTE: 1. Mark the first THREE (3) only.

2. Award a maximum of ONE (1) mark for 'vertical integration'. (3 x 1) (3)

1.2 Name THREE types of business environments and state the extent of control businesses have over EACH environment.

Redraw the table below in the ANSWER BOOK to answer this question.

BUSINESS ENVIRONMENTS	EXTENT OF CONTROL
(a) Micro✓	Full control✓✓
(b) Market✓	Little control/No control, but can influence✓✓
(c) Macro✓	No control✓✓
(3 x 1) (3)	Sub max (6)

NOTE: 1. The answer does not have to be in tabular format.

2. Mark the first THREE (3) business environments only.

3. The extent of control must be linked to the business environment.

Max (9)

4. Do not award marks for the extent of control if the business environment is not mentioned.

1.3

BCEA provisions for leave:

1.3.1 Sick leave

- Workers are entitled to 30 days/6 weeks paid leave✓ in a 3 year/36 months cycle.✓
- During the first six months of employment✓, workers are entitled to 1 day of paid sick leave for every 26 days worked.✓
- A medical aid certificate should be submitted✓ for absence from work for more than 2 consecutive days.✓ - Any other relevant answer related to the BCEA provisions for sick leave.

Sub max (2)

1.3.2 Annual leave

- An employee is entitled to a minimum of 1 day✓ for every 17 days worked.✓
- An employee is entitled to 21✓ consecutive days of annual leave.✓
- Any other relevant answer related to the BCEA provisions for annual leave.

Sub max (2)

1.3.3 Maternity leave

- Pregnant employees are entitled to at least 4✓ consecutive months of leave.✓
- A pregnant employee may not be allowed to perform work✓ that is hazardous to her or her child.✓
- Any other relevant answer related to the BCEA provisions for maternity leave.

Max (3 x 2)
(6)

Sub max (2)

1.4

COIDA

1.4.1 Compensation for Occupational Injuries and Diseases Act, 1997 (Act 61 of 1997) /

Compensation for Occupational Injuries and Diseases Act, 1993 (Act 130 of 1993)/

Compensation for Occupational Injuries and Diseases Act/COIDA.✓✓

(2)

Motivation:

An employee of Barker Incorporated lost his hand due to an injury sustained while performing his duties/Management is refusing to submit the claim to the Compensation fund/They did not register the employee with the Commissioner of the Compensation Fund.✓

(1)

NOTE: Do not award marks for the motivation if the Act was identified incorrectly.

1.4.2 Penalties for non-compliance

Max (3)

- Barker Incorporated can be fined✓ for refusing to lodge the claim/contravening the Act.✓
- BI can be forced to make large payments✓ if it did not take the necessary precautions according to the Act.✓
- BI can be forced to pay any recovery costs✓ required by the Compensation Fund.✓
- The employee may take BI to court✓ for not registering him/her with the Commissioner of the Compensation Fund.✓
- If BI is found guilty of any misconduct✓, they will have to pay large penalties/face imprisonment.✓

- Any other relevant answer related to penalties for non-compliance with COIDA.

Max (6)

1.5

Strategic management process

ROYAL STAR HOTEL (RSH)

The management of Royal Star Hotel want to improve their strategic management process. They conducted an environmental scan and identified the following challenges:

- Many workers are late for work.
- The new Dawn Hotel charges lower prices for similar services.
- RSH is located in an area where the unemployment rate is high.

1.5.1 Industrial analysis tools

INDUSTRIAL ANALYSIS TOOLS	QUOTE
SWOT analysis✓✓	- Many workers arrive late for work.✓
Porter's Five Forces✓✓	- The new Dawn Hotel charges lower prices for similar services.✓
PESTLE analysis✓✓	- RSH is located in an area where the unemployment rate is high.✓
(3 x 2) (6)	No control✓✓ Sub max (3)

NOTE: 1. Mark the first THREE (3) industrial analysis tools only.

2. Award a maximum of TWO marks if the industrial analysis tool is repeated.

3. The quoted challenge must be linked to each correct industrial analysis tool.

4. Do not award marks for quotes if the industrial analysis tools were not mentioned.

Max (9)

1.5.2 Conduct of the strategic management process

OPTION 1

- RSH should have a clear vision, a mission statement and measurable/realistic objectives in place.√√
- Formulate alternative strategies to respond to the challenges.√√
- Develop (an) action plan(s), including the tasks to be done/deadlines to be met/ resources to be procured√√, etc.
- Implement selected strategies by communicating it to all stakeholders/organising business resources/motivating staff.√√
- RSH should continuously evaluate, monitor, measure strategies in order to take corrective action.√√
- Any other relevant answer related to the conduct of the strategic management process.

OR

OPTION 2 - RSH should review their vision statement.√√

- Analyse/Re-examine mission statement.√√
- Formulate a strategy, such as a defensive/retrenchment strategy.√√
- Implement a strategy, using a template such as an action plan.√√
- Control/Evaluate/Monitor the implemented strategy to identify gaps/deviations in implementation.√√
- RSH should take corrective action√ to ensure goals/objectives are met.√√
- Any other relevant answer related to the conduct of the strategic management process.

NOTE: 1. The steps may be in any order.

2. Do not award marks for 'conducting an environmental scan'.

3. Award a maximum of TWO (2) marks for the industrial analysis tools if they were not listed in QUESTION 2.5.1.

Max (6)

1.6

Recommendations for compliance with the Employment Equity Act (EEA)

- Guard against discriminatory appointments.√√
- Assess the racial composition of all employees, including senior management.√√
- Ensure that there is equal representation of all racial groups in every level of employment.√√
- Promote equal opportunities and fair treatment.√√
- Clearly define the appointment process, so that all parties are well informed.√√
- Use certified psychometric tests to assess applicants/employees to ensure that suitable candidates are appointed.√√
- Ensure that diversity/inclusivity in the workplace is achieved.√√ - Implement affirmative action measures to redress disadvantages experienced by designated groups.√√
- Prepare an employment equity plan in consultation with employees.√√ - Implement an employment equity plan.√√
- Submit the employment equity plan to the Department of Labour.√√
- Assign one or more senior managers to ensure implementation and monitoring of the employment equity plan.√√
- Eliminate barriers that have an adverse impact on designated groups.√√
- Accommodate people from different designated groups.√√
- Retain/Develop/Train designated groups, including skills development.√√

- Regularly report to the Department of Labour on progress in implementing the plan.✓✓
- Any other relevant answer related to ways in which businesses could comply with EEA.

Max (8)

1.7

Impact of the Skills Development Act (SDA) on businesses

Positives/Advantages

- Increases the number of skilled employees✓ in areas where these skills are scarce.✓
- Improves productivity✓ in the workplace.✓
- Business could become globally✓ more competitive.✓
- Increases investment in education and training✓ in the labour market.✓
- Higher investment in education and training in the labour market✓ increases profits/return on investment.✓
- On-going skills development, learning and the acquisition of new skills are encouraged✓ to sustain the improvement of skills development.✓
- Any other relevant answer related to the positive impact of the SDA on businesses.

AND/OR

Negatives/Disadvantages

- The SDA process is prescriptive and requires a large amount of paperwork and administration✓ which can cost time and money.✓
- Skills Development Levy could be an extra burden✓ to financially struggling businesses.✓
- It may be monitored and controlled by government departments✓ that do not have education and training as their key priorities.✓
- The SETAs may not be well organised✓ and many courses offered by companies may not have unit standards that relate to the course content.✓
- Many service providers that offer training services✓ are not SAQA accredited.✓

- Many businesses may not support✓ this government initiative.✓
- Implementation of the SDA✓ can be difficult to monitor and control.✓ - Employees are expected to attend learnerships during work hours✓ which could affect the production process/productivity.✓
- Costly for businesses✓ to employ a person to implement, manage and control learnerships.✓
- The time and money spent on improving employee skills is wasted✓ if they leave the business.✓
- Any other relevant answer related to the negative impact of SDA on businesses.

Max(10)

TOTAL MARKS

[60]

NSC-DBE/Feb.–Mar. 2018