



# **Managing Absenteeism Cost & Percentage reduction I**

**Questions & Answers**

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Question #1

The problem of absenteeism brings about a decline in \_\_\_\_\_ in organizations.

Question #2

Which of the following is not a direct cost of Absenteeism?

- A) Hourly wages
- B) HR administrative costs
- C) Replacement costs of new employees
- D) Pay for overtime work

Question #3

The formula for calculating total man days available is AVERAGE NO. OF WORKERS X AVERAGE NO. OF WORK DAYS: True/False

Question #4

Identify the reasons for absenteeism

- A) Family Issues
- B) Personal needs
- C) Personal illness
- D) All of the above

# Answer Key

1. Productivity
2. Replacement costs of new employees
3. True
4. All of the above

