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**KWAZULU-NATAL PROVINCE**

**EDUCATION**  
REPUBLIC OF SOUTH AFRICA

**NATIONAL  
SENIOR CERTIFICATE**

**GRADE 12**

**BUSINESS STUDIES**

**COMMON TEST**

**MARCH 2023**

**MARKS: 100**

**TIME: 1½ hours**

**This question paper consists of 8 pages.**

### INSTRUCTIONS AND INFORMATION

Read the following instructions carefully before answering the questions.

- This question paper consists of THREE sections.

SECTION A: **COMPULSORY**

SECTION B: Consists of THREE questions  
 Answer any TWO of the three questions in this section.

SECTION C: Consists of TWO questions  
 Answer any ONE of the two questions in this section.

- Read the instructions for each question carefully and take particular note of what is required.

Note that ONLY the first TWO questions answered in SECTION B and the first question answered in SECTION C will be marked.

- Number the answers correctly according to the numbering system used in this question paper. NO marks will be awarded for answers that are numbered incorrectly.
- Except where other instructions are given, answers must be in full sentences.
- Use the mark allocation and nature of each question to determine the length and depth of an answer.
- Use the table below as a guide for mark and time allocation when answering each question.

SECTION	QUESTION	MARKS	TIME (minutes)
<b>A: Objective-type questions COMPULSORY</b>	<b>1</b>	<b>20</b>	<b>20</b>
<b>B: THREE direct/indirect-type questions CHOICE: Answer ANY TWO</b>	<b>2</b>	<b>20</b>	<b>20</b>
	<b>3</b>	<b>20</b>	<b>20</b>
	<b>4</b>	<b>20</b>	<b>20</b>
<b>C: TWO essay-type questions CHOICE: Answer ANY ONE</b>	<b>5</b>	<b>40</b>	<b>30</b>
	<b>6</b>	<b>40</b>	<b>30</b>
<b>TOTAL</b>		<b>100</b>	<b>90</b>

- Begin the answer to EACH question on a NEW page, e.g. QUESTION 1 – new page, QUESTION 2 – new page.
- You may use a non-programmable calculator.
- Write neatly and legibly.

**COMPULSORY****QUESTION 1**

1.1 Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) next to the question numbers (1.1.1 to 1.1.5) in the ANSWER BOOK, e.g. 1.1.6 D.

1.1.1 This Act set minimum requirements /standards for the employment contract.

- A. Employment Equity Act (EEA), 1998 (Act 55 of 1995)
- B. Labour Relations Act (LRA), 1995 (Act 66 of 1995)
- C. Basic Conditions of Employment Act (BCEA) 1997 (Act 75 of 1997)
- D. Consumer Protection Act (CPA), 2008 (Act 68 of 2008)

1.1.2 The purpose of an interview is to...

- A. outline the responsibilities of the job
- B. invite possible candidates to apply for the vacant post
- C. make employee feel comfortable
- D. evaluate the skills and personal characteristics of the applicant

1.1.3 Smith Ltd always act in a way that is consistent with what society and individuals think are good values. This is known as...

- A. unethical behaviour
- B. professional behaviour
- C. ethical behaviour
- D. unprofessional behaviour

1.1.4 The role of SETAs is to...

- A. contribute 1% of their income to SARS
- B. oversee training in different sectors of the South African economy
- C. eliminate discrimination in the workplace
- D. train employees

1.1.5 BQ Boutique used ...as a suitable source to conduct internal recruitment.

- A. newspaper
- B. national radio
- C. business notice board
- D. recruitment agencies

(5 x 2) (10)

- 1.2 Choose a description from COLUMN B that matches a term in COLUMN A. Write down the correct alphabet only e.g. (A-J) next to the question numbers (1.2.1-1.2.5) in the ANSWER BOOK, e.g. 1.2.6 K.**

COLUMN A	COLUMN B
1.2.1 Overtime	A. choosing the force with the lowest score as a solution
1.2.2 Force-field analysis	B. compulsory benefit offered by businesses to its employees
1.2.3 Problem-solving	C. promotes social development and helps alleviate poverty
1.2.4 National Skills Development Strategy(NSDS)	D. workers cannot work more than 10 hours overtime per week
1.2.5 Pension Fund	E. the fringe benefit offered by businesses to its employees
	F. various alternatives are considered before deciding on the best one
	G. summary of factors supporting and opposing a business solution
	H. improves social development through economic development
	I. workers cannot work more than 15 hours overtime per week
	J. alternative solutions are generated and critically evaluated

(5 x 2)

(10)

**SECTION B**

Answer ANY TWO questions from the scenario.

Clearly indicate the QUESTION NUMBER of each question that you choose.

The answer to EACH question must start on a NEW page, e.g. QUESTION 2 on a NEW page, QUESTION 3 on the NEW page.

**QUESTION 2: BUSINESS ENVIRONMENTS**

- 2.1 Name any TWO pillars of Broad –Based Economic Empowerment Act, 2003 (Act 53 2003) (2)
- 2.2 Explain how SETAs funded. (4)
- 2.3 Read the scenario below and answer the questions that follow:

**BARRET MANUFACTURERS (BM)**

Barret Manufacturers (BM) formed bargaining council for collective bargaining purposes. Employees are allowed to join trade union of choice. Salaries of trade union representatives were deducted for taking reasonable time off to attend trade union duties. The trade union representatives referred the salary deductions matter to CCMA to be resolved. The workers of BM recently engaged in an unprotected strike. BM dismissed employees who recently engaged in unprotected strikes,

- 2.3.1 Quote the rights of employers and employees as stipulated in the Labour Relations Act (LRA), 1995 (Act 66 of 1995) from the scenario above. (4)

Use the table below as a guide to answer QUESTION 2.3.1

RIGHTS OF EMPLOYER	RIGHTS OF EMPLOYEE
1.	1.
2.	2.

- 2.3.2 Discuss the negative impact of Labour Relations Act (LRA), 1995 Act 66 of 1995) on BM. (6)
- 2.4. Suggest ways in which businesses can comply with the Compensation for Occupational Injuries and Diseases Amended Act, 1997 (Act 61 of 1997). (4)

**[20]**

**QUESTION 3: BUSINESS OPERATIONS**

- 3.1. State any FOUR reasons for the termination of an employment contract. (4)
- 3.2. Outline the legal requirements of an employment contract (4)
- 3.3. Read the scenario below and answer the questions that follow

**NAZREEN LEGAL SERVICES (NLS)**

Nazreen Legal Services conducted an induction programme for its new employees. The programme included the tour of the premises and overview of the business. New employees were familiarised with the organisational structure of the business.

- 3.3.1 Quote TWO aspects of induction from the scenario above (2)
- 3.3.2 Discuss the benefits of induction to NLS. (6)
- 3.4 Evaluate impact of fringe benefits on businesses (4)

**[20]**

**QUESTION 4: (MISCELLANEOUS TOPICS)****BUSINESS OPERATIONS**

- 4.1. Name TWO salary determination methods businesses can use to pay employees. (2)
- 4.2. Read the scenario below and answer the questions that follow.

**NGCEBO DIGITAL**

Ngcebo Digital identified vacancies in the business. Job analysis was prepared and vacancies were advertised in the local newspaper. ND ensures that employees rights are not violated.

- 4.2.1. Identify the human resource activity applicable to Ngcebo Digital. (2)
- 4.2.2. Discuss the selection procedure that ND should follow when filling the vacancies. (6)

**BUSINESS ROLES**

- 4.3. Outline any TWO problem-solving steps (4)
- 4.4. Analyse the impact of brainstorming technique in solving complex businesses problems. (6)
- [20]**

**TOTAL SECTION B: 40**



**SECTION C**

Answer ANY **ONE** question from this section.

**NOTE:** Clearly indicate the QUESTION NUMBER of the question chosen. The answer must start on a NEW page, QUESTION 5 on a NEW page OR QUESTION 6 on NEW page.

**QUESTION 5: BUSINESS ENVIRONMENTS: (LEGISLATION)**

The Employment Equity Act (EEA), 1998 (Act 55 of 1998) was introduced to promote equity in the workplace. Equal opportunities are given to everyone regardless of race, gender, disability, etc. Businesses not complying with EEA requirements could face penalties.

Write an essay on the Employment Equity Act in which you include the following aspects:

- Outline the purpose EEA
- Explain the impact of EEA on businesses
- Discuss ways in which businesses could comply with EEA
- Advise businesses on penalties/consequences for non-compliance with this Act.

**[40]**

**QUESTION 6 BUSINESS ROLES: (PROFESSIONALISM AND ETHICS)**

Businesses are expected to conduct their operations in an ethical and professional manner guided by the King Code principles of good corporate governance. Tax evasion and sexual harassment may pose challenges for businesses. Businesses should therefore develop strategies to deal with these practices to remain competitive and sustainable.

Write an essay on the Employment Equity Act in which you include the following aspects:

- Outline ways in which professional, responsible, ethical and effective business practices should be conducted
- Explain how businesses can apply transparency and accountability as King Code principles for good corporate governance.
- Discuss how tax evasion and sexual harassment pose challenges for businesses.
- Recommend strategies to deal with the unethical and unprofessional business practices discussed above.

**[40]**

**TOTAL SECTION C: 40**  
**GRAND TOTAL: 100**