



PAC EXAM DECEMBER 22

Department of community development

CDC 412: Human Resource for Community Development

Instructions:

Answer any two questions (40 Marks)

Question One (20 Marks)

Performance Management works to align the goals of each employee with those of the organization;

- a) Using relevant examples, discuss five benefits an organization gains by conducting performance management to its employees (10 Marks)
- b) Explain two areas that should be covered during a progress-in session between the line manager and the employee at a performance management meeting (4 marks)
- c) Using an appropriate example, explain any three areas of focus for a Human Resource Department in an organization (6 marks)

Question Two (20 marks)

- a) Explore four reasons why it is important for you as the Human Resource manager to develop an incentive plan for your employees (8 Marks)

- b) Using relevant examples, examine four measures an organization can put in place to maintain health and safety for its employees
(8 Marks)
- c) Using a relevant example, give two grounds that may justify a staff termination
(4 Marks)

Question Three (20 Marks)

- a) Effective change management happens when employees are guided to a smooth transition; Using a relevant example, explain how the following can help an organization navigate through organizational change;
 - I. Provide effective training to staff
 - II. Clearly define the change and align it to business goals.

(8 marks)
- b) Explain four common challenges that are likely to be faced by Human Resource Departments in various organizations
(8 Marks)
- c) Basing your answer to the holy scripture, give two attitudes a believer should have towards work
(4 Marks)

CDC 214: Community Capacity Building

Instructions:

Answer any two questions (40 Marks)

Question One (20 Marks)

- a) Community capacity-building helps to build strong and cohesive communities, using relevant examples, discuss two ways each of the following principles can guide you to carry out your capacity building program with communities
 - i. The community needs
 - ii. Aiming for sustainability

(4 marks)
- b) Explain using examples, four ways the government can use capacity building to achieve (SDG 3) of Good health and wellbeing

(8 Marks)
- c) Discuss four advantages of building Capacity for your team as an organization

(8Marks)

Question Two (20 marks)

- a) Using relevant examples, discuss four challenges that may be faced by development agencies when trying to do capacity building for sustainable development in communities

(8 marks)

- b) Examine four different places Tangazo Children home a CBO can source for funds/donation to operate its organization (4 Marks)
- c) Explore four ways a Non-Governmental Organization (NGO) can build a good and strong working relationship with its donors/ Funders (8 Marks)

Question Three (20 marks)

- a) Explain four factors that the Permanent Secretary of Public Service may use when designing a policy framework to enable an agile, responsive government staff in the department (8 Marks)
- b) As the CEO of a local NGO, discuss four indicators of urgent need for capacity building in your team (8 Marks)
- c) Explore four ways the church can help build capacity for its youth in an effort to help them become responsible citizens (4 Marks)

CDC 213: Environmental Stewardship and Development

Instructions:

Answer any two questions (40 Marks)

Question One (20 Marks)

As the human population continues to grow, ecosystems are being overtaken and destroyed;

- a) Name any three ecosystems of your choice and for each give a role it plays for our wellbeing and survival (6 marks)
- b) Explain three ways in which human activities contribute to pollution of water bodies . (6 marks)
- c) Using relevant examples, discuss four negative impacts of economic development on the environment in Kenya. (8 marks)

Question Two (20 marks)

- a) Explain how the following parameters can be used to assess the wellbeing of our environment
 - i. Life expectancy
 - ii. Ratio of renewable energy in total energy consumption (8Marks)

- b) Discuss any three environmental policies the government can put in place to curb environmental degradation in our country (6 Marks)
- c) Name any three natural disasters experienced in our country in the recent past and the consequence caused by each (6 marks)

Question Three (20 marks)

- a) Using relevant practical examples, give five habits you as individual can adopt to conserve and preserve the environment (10 Marks)
- b) Discuss how each of the following strategies can be used to preserve our biodiversity
 - I. Government legislation
 - II. Education(6 marks)
- c) Biodiversity plays an aesthetic role to our environment, explain two ways how this is achieved (4 marks)

BCSL 217: Gender Studies

Instructions:

Answer any two questions (40 Marks)

Question One (20 Marks)

- a) Using a relevance example, describe the difference between gender and sex (4 marks)
- b) Give two gender stereo types that are used in our society today to demean either gender (4 marks)
- c) Examine four indicators that show gender inequalities still exist in Kenya (8 Marks)
- d) Using an example differentiate between liberal and social feminism (4 marks)

Question Two (20 Marks)

- a) Discuss four efforts that have been made in Kenya since independence in an effort to attain a gender equal society in our country (4 Marks)

- b) Examine three measures the top management of an organization can put in place to help minimize gender inequalities in the organization (6 Marks)
- c) Give four specific challenges faced by women in politics that are not necessarily faced by men when seeking for elected positions in Kenya (4 Marks)

Question Three (20 Marks)

- a) Discuss four contributions made by women in social and economic development in our country (8 Marks)
- b) Explain four different forms of Gender-based Violence (GBV) (4 Marks)
- c) With an example suggest four ways Gender based violence can be stopped in Kenya today (8 Marks)

Marking Schemes

CDC 412: Human Resource for Community Development

Question One

- a) five benefits that an organization gains by conducting performance management for its employees (10 Marks)

- Highlights training needs
- Boosts morale
- Helps with identifying the right employees for promotion
- Supports workforce planning
- Increases employee retention
- They help boost engagement by enabling employees to reach their potential and have greater involvement in their professional development.

- b) Give and explain any two areas such discussions should cover (4 Marks)

- Accomplishments to date
- If progress is still on track to achieve defined goals

- Roadblocks to achieving said goals
 - Changes that might require a goal to be revised
- c) Give and explain any three key areas of focus to a Human Resource department in an organization (6 marks)
- Recruitment
 - Healthy and safety for employees
 - Training
 - Compensation and rewards

Question Two (20 marks)

- a) Explore four reasons why it is important for you as the HR manager to develop an incentive plan for your employees (8 Marks)

- Incentives increase morale.
- Incentives enable to retain and attract more.
- Incentives increase the productivity,
- An incentive program decreases real and perceived favoritism,

- b) Examine four measures an organization can put in place to maintain Health and Safety for its employees (8 Marks)

- Provide a safe work environment
- Create written health and safety policies
- Communicate health and safety information
- Display the approved health and safety poster
- Provide effective health and safety training for staff

d) using a relevant example, give two grounds that may justify a staff to be terminated
(4 Marks)

- unwillingness to fulfill job responsibilities
- Gross misconduct such as theft
- violation of workplace rules and ethics

Question Three (20 Marks)

a) explain how the following can help an organization navigate through an organizational change;

1. Provide effective training to staff

With the change message out in the open, it's important that the people know they will receive training, structured or informal, to teach the skills and knowledge required to operate efficiently as the change is rolled out. . Key questions to ask is; what behaviors and skills are required to achieve business results and what training delivery methods will be most effective

2. Clearly define the change and align it to business goals.

This step can also assist top management to determine the value of the change, which will quantify the effort and inputs you should invest. Key questions: What do we need to change and why is this change required?

(8 marks)

b) Explain four common challenges that are faced by a Human Resource Department of any given organization
(8 Marks)

- Recruitment and Selection
- Balance Between Management and Employees
- Training, Development and Compensation:
- Performance Appraisal:

c) Basing your answer on scripture, give two attitudes a believer should have towards work
(4 Marks)

- Work for the Lord and not unto man (Colossians 3: 23- 24)
- You should not oppress a worker (Deuteronomy 24;14)

- Whatever your hands find to do work with all your might (Ecclesiastics 9: 9 -10)

Marking Scheme

CDC 214: Community Capacity Building

d) Community capacity-building helps to build strong, cohesive communities for the benefit of community members. Explain how the following principles can guide you do capacity building in communities

- I. **Community needs:** Understanding the collective needs of families is central to any community capacity-building approach as through the needs one is guided on gaps and develops a capacity program that addresses the needs
- II. **Aim for sustainability:** By seeking ways to sustain their own capacity so that the skills taught can help them solve their problems for a life time.

(4 marks)

e) Using an example, explain four ways the government can use capacity building to achieve (SDG 3) Good health and wellbeing

- Ensuring enough health workers are trained to work in the hospitals
- Building enough health facilities to cater for citizens needs
- Ensuring quality health training facilities to train health workers that address health problems of patients

(8 Marks)

f) Discuss four advantages of building Capacity for your team as an organization

- Enables them to perform their duties well
- Reduces reliance on external contractors
- Boost morale for workers
- Enables workers to work at maximum capacity and efficiency for profits

(8Marks)

Question Two

a) Using relevant examples, discuss four challenges that may be faced by development agencies when trying to do capacity building for sustainable development in the communities (8 marks)

- Limited resources for capacity development,
- Limited capacity to coordinate efforts across civil society and shrinking space for civil society as key challenges.
- Red tape when seeking for relevance permits from local authorities such as chiefs or county government
- Language barrier

b) Explain four different ways a Community Based Organization(CBO) can source for funds for its development projects (4 Marks)

- Through a grant: a grant is a sum of money given by a government or other organization for a particular purpose.
- Through Partnerships can help manage costs by sharing buildings, equipment, expertise and workloads.
- Through Borrowing money can be an option if your project can repay the loan.
- Through Investors; there are investors who are looking for opportunities to put their funds into, providing this private equity returns a profit.

- Donation, There are people who like to show support for a good cause by giving a donation.

c) Explore four ways a Non-Governmental Organization (NGO) can build a good working relationships with its donors/ Funders (8 Marks)

- Remember to always thank funders when contracts, funds or agreement letters arrive.
- Invite them to come and visit the project and show them what their money has achieved.
- Ask funders for advice since they are often experts in that field of development and most of them enjoy getting closer to projects.
- Always send in reports and financial statements before the deadlines. The project officer who deals with your projects has their own deadlines and pressures and you should try to make their lives easy.

Question Three (20 marks)

a) **Discuss four factors that can guide you when designing policies for public sector to enable an agile and a responsive government** (8 Mark)

- Seek to address the existing gaps on skills and capacities then evaluate success.
- Evaluation should inform implementation process
- Make Institutional and systems structural changes enable effectiveness
- Strategic leadership is critical to drive the required organizational change

b) **Discuss four facts that may point to you as the CEO of your organization urgently need to conduct capacity building for your team**

(8 Marks)

- Poor customer service
- Loss in organization
- Lack of departmental coordination
- Staff indiscipline

b)

- c) Explore four ways the church can build capacity of communities living in informal settlement as they take the gospel to them
(4 Marks)

- Teach the women to products that they can sell and make money such as soap
- Organize them into groups and teach them with various activities that can help make money such as weaving baskets
- Help create revolving funds such as table banking for groups
- Employ the youths in their various ministries who can in turn help their families

Marking scheme

CDC 213: Environmental Stewardship and Development

Question one (20 marks)

- a) A river, a forest, a mountain, pond, a lake

Role of an ecosystem; provide services to humans that make life possible on earth such as food, medicine, water, housing, economic benefits such as tourism through floral and fauna, aesthetic functions like flowers etc.

- b) Activities human being engage in that are a threat to eco system

- i. Deforestation, , air pollution, water pollution

Deforestation; plant more trees, air pollution use of clean energy such electricity instead fossil fuels, water pollution avoid draining industrial waste in rivers and lakes

- c) three negative effects the environment has borne as result of Economic Development in Kenya

- Loss of wildlife through poaching
- Loss of water catchments such as forest through human encroachment
- Air pollution due to increased industries, use of non clean energies etc.

Question Two (20 marks)

How the following parameters can be used to indicate the wellbeing of our environment

- I. Life expectancy; short life expectancy points to an unhealthy environment due to people dying out of air pollution related disease, water borne, radioactivity while long life points to a healthy environment
- II. Ratio of renewable energy in total energy consumption: Use of more renewable energy points to healthy environment such as solar, wind, geothermal as opposed to nonrenewable energy such use of fossil oils, hydroelectric power

b) policies the government can put in place

- Noise pollution policy
- Riparian land
- Air pollution policy

C) Three natural disasters experienced in our country in the recent past and the consequence caused by each

- Floods; loss of life
- Fire: loss of property
- Drought; loss of livestock and livelihood

Question three (20 marks)

a) Five habits you as individual can adopt to conserve and preserve the environment

- Avoid use of firewood , charcoal and other sources of fuel that contribute to deforestation
- Switch off power from source when not in use
- Do not use running water to clean dishes but wash from a basin
- Use energy saving bulbs
- Plant trees around home compound

b) discuss how each of the following strategies can be used to preserve our biodiversity

- **Government legislation;** Passing of laws and policies that preserve our environment and heavy penalties such as not building around riparian land and poaching
- **Education:** including environmental courses to school curriculum such as this course in environmental stewardship as well sensitizing communities on how to take care of environment
- **Habitat conservation;** Sensitizing communities not to encroach on water towers and wildlife natural habitation such as forests

C) Two ways how biodiversity plays aesthetic role

- Tourist attractions such as wildlife
- Source of recreation enhancements such as parks
- They add beauty and exquisiteness to the environment such as flowers

Marking Scheme

BCSL 217: Gender Studies

Question One (20 Marks)

a) Describe the difference between gender and sex (4 marks)

Gender: refers to the socially constructed roles, behaviors, activities, and attributes that a given society considers appropriate for men and women. It can result in stereotyping and limited expectations about what women and men can and cannot do.

SEX: refers to the biological and physiological characteristics that define men and women (including, for example, breast development, genitalia, bone size etc.).

b) Give two gender stereo types that are used in our society today to demean either gender (4 marks)

- Women are emotional
- Women are weak
- Men are better leaders
- Men don't cry

c) **Examine four indicators that show gender inequalities still exist in Kenya**
(8 Marks)

- Fewer women members of parliament
- Two gender third rules still not attained public seats
- Escalating gender based violence
- Top leadership in many organizations still dominated by men

d) **Using an example differentiates between liberal and social feminism**
(4 marks)

Liberal feminism is rooted in classic liberal thought and believes that individuals should be free to develop their own talents and pursue their own interests.

Socialist feminism; evolved from the ideas of Karl Marx, who blamed capitalism for promoting patriarchy by concentrating power in the hands of a small number of men.

Question Two (20 Marks)

a) **Four efforts that have been made in Kenya since independence in an effort to attain a gender equal society in our country**
(4 Marks)

- 2010 Kenya constitution that enriches 2/3 gender role
- Marriage bill on women can now inherit their parents
- Matrimonial property bill
- Rights of women on maternity leaves

b) **Examine three measures the top management of an organization can put in place to help minimize gender inequalities in the organization**
(6 Marks)

- Policies both for maternal and paternal leaves
- Promotion of gender sensitive language use
- Gender of merit on promotion and not gender
- Put tough measures against gender harassment

c) **Give four specific challenges faced by women in politics that are not necessarily faced by men when seeking for elected posts in Kenya**
(4 Marks)

- Stereo types on marital status especially for single mothers
- Use of gender demeaning language to women in politics
- Sexual harassments
- Physical threats and intimidations

Question Three (20 Marks)

a) Four contributions made by women in social and economic development in our country (8 Marks)

- As care givers in the home
- Contributions in their work places
- Contribution as global volunteers
- Women as educators to children at home

b) Explain four different forms of Gender-based Violence (GBV) (4 Marks)

- Sexual violence
- Physical assault
- mental harassment
- economic manipulation

c) With an example suggest four ways Gender based violence can be stopped in Kenya today (8 Marks)

- Promote and strengthen values that support non-violent, respectful society
- Heavy penalties for perpetrators
- Encourage reporting to police
- Create stringent laws and policies to stop gender based violence

