

A Study on Company Employee Absenteeism

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Abstract:

A prevalent issue that reduces corporate productivity and profitability is employee absenteeism. Developing effective strategies to mitigate the effects of absenteeism requires an understanding of its causes and consequences. This Study is meant to explore the prevalence, causes, and impacts of Employee Absenteeism in Schutz container systems private limited. The study is meant to establish the demographic attributes of employees with high rates of absenteeism. Analyze the correlation between absenteeism, job satisfaction, employee engagement, and work stress. Explore the effects of Absenteeism on organizational productivity and profitability.

Keywords: *Employee Absenteeism, Organizational Productivity, Employee Engagement, Demographic Attributes, Work Stress*

I. INTRODUCTION:

1.1 UNDERSTANDING

“The Study on Company Employee Absenteeism” aims to explore the causes, patterns, and effects of employee absence within an organization. Absenteeism, the habitual non-presence of employees at work, can have significant impacts on productivity, workplace morale, and company costs. This research investigates various factors that contribute to absenteeism, such as health issues, job satisfaction, workplace environment, personal commitments, and organizational policies. The primary objective is to identify the underlying reasons for frequent absences and to assess how they affect both individual and organizational performance. By analyzing absentee trends, the study will also provide insights into the direct and indirect costs associated with employees' absences, such as lost productivity, replacement costs, potential impact on team dynamics. The finding of this study will help companies develop effective strategies to reduce absenteeism. Improve employee engagement, and enhance overall organizational performance.

1.2 MEANING

The term "absenteeism" refers to the various reasons why workers occasionally fail to report for work. They occasionally take vacation days, take sick days, or simply fail to show up. Absenteeism is the term used to describe the habitual practice of missing work on a reasonably frequent basis. Poor performance is frequently interpreted as being indicated by absenteeism. Employers pay a heavy price for absence, even if the employee is the sharpest person in the organization. There are two types of absenteeism, according to human resources experts. When an employee misses work without a valid reason, it is considered culpable absenteeism. Absence from work when an employee provides a valid excuse is known as non-culpable absenteeism. The deliberate or regular absence of an employee from work is known as absenteeism. Although workers are expected to work a specific number of days per year, frequent absences can result in lower production and have a significant impact on the company's finances, morale, and other aspects. This article examines the reasons behind absenteeism, the expenses associated with missed productivity, and the steps businesses may take to lower absence rates.

1.3 CAUSES OF ABSENTEEISM

There are many reasons why absenteeism occurs, whether culpable or non-culpable. Generally, employee attendance is not a huge concern in the workplace, given the fact that employees are expected to inform their employer of when and why they cannot attend work. This circumstance will usually come without consequence, as opposed to culpable absenteeism, which can come with discipline ranging from strikes against an employee to termination of employment. Excessive absenteeism is a cause for concern for employers, as they do not want their employees to have lower productivity or morale in the workplace.

1.4 TYPES OF ABSENTEEISM

- **Permitted Absenteeism:** Pre-authorization for vacations, sick leaves, personal leaves, maternity/paternity leave, bereavement leaves. Employee has informed his superior about the absence and it is acceptable.
- **Unauthorized absenteeism:** Absence from work without notification to the employer or giving a valid reason. May consist of habitual tardiness, unauthorized absence, or leaving early.
- **Willful absenteeism:** Consciously shirking work, perhaps due to dissatisfaction with the work, alienation, or demonstration. Can involve participating in a strike or simply refusing to report.
- **Reasonable absence due to uncontrollable circumstances:** Unexpected events like poor weather, family crisis, unforeseen sickness, or transportation issues that make an employee unable to report for work. Usually not the employee's fault and likely to need documentation to support the situation.

1.5 FACTORS AFFECTING ABSENTEEISM

There are various factors responsible for employee absenteeism, and thorough research would normally study both internal and external factors.

- **Personal Factors:** Well-being and Health, Work-Life Balance, Satisfaction in Job Work Environment
Factors: Workplace Culture, Job Demand, Inter-Relationship at Workplace, Safety at Workplace
- **Organizational Policies and Structure:** Management and Leadership, Salary and Benefits, No Flexible work Arrangements
- **Social and Economic Factors:** Economic Conditions, Traffic Problem in Commuting, Social Support System, Substance Abuse
- **Psychological Factors:** Motivation of Employees, Perceived Stress, Burnout
- **Policy and Governance Factors:** Attendance Policies, Employees Assistance Program (EAPs)

II. OBJECTIVES OF THE STUDY:

- To examine the respondent's demographic profile.
- To Determine Reasons for Respondent Absenteeism
- To identify the satisfaction level of the respondent with the overall management.
- To determine the Respondent Absenteeism Level.
- To give the suitable suggestion to the Company to Prevent Absenteeism.

III. REVIEW OF LITERATURE:

- Shen, Li, and Wu (2021) Review the literature on the relationship between organizational culture and absenteeism, finding that supportive cultures may reduce absenteeism rates.
- Lu and Kao (2020) Examine the impact of job characteristics on absenteeism, finding that work-family conflict mediates the relationship, while job insecurity moderates it.
- 2020's Karibasappa He evaluated "A revise on employee malingering in Garment Industries with unique suggestion to Bangalore" in his Research Paper. This report demonstrates the primary goal, which was to lower absenteeism in order to achieve goals and boost organizational productivity. In order to gather information from the 164 respondents in the sample, a structured questionnaire was created. The statistics were then statistically examined, and it was also suggested that the organization could lower employee absenteeism by offering counseling, improving the working environment, and addressing other factors.

IV. RESEARCH METHODOLOGY:

- **Data collection:** Data from primary and secondary sources will also be used in the research.
- **Primary Data:** Primary data will be collected from the selected company.
- **Data Collections Tools:** The tools of data collection were questionnaire which have close ended questions. The survey was written in English. The questionnaire was broken down based on the research study's goals.
- **Secondary Data:** Secondary data will be collected from Thesis, Book, Articles, Literature, Office Documents, Internet, etc.
- **UNIVERSE OF THE STUDY:** Here a total 15 Employees and 30 worker that are employed in Plot D-2/18/1, Dahej-2 Industrial Estate, village Rahiyad, Dahej, vagra, Bharuch, Gujarat-392130. This constitutes universe of the study.
- **SAMPLING TECHNIQUES:** Here researcher has used simple random method for the study.

V. MAJOR FINDINGS:

- There are 54% of the respondents for the age group is 25 to 35.
- There are 98% of the respondents for male employees.
- There are 100% of the respondents for education qualification of employees is graduate.
- There are 76% of the respondents for marital status is married.
- There are 56% of the respondents for distance from workplace is more than 20 km.
- There are 80% of the respondents for workplace stress contributed to absenteeism of the respondents is occasion.
- There are 76% of the respondents for satisfied support provided by immediate supervisor of the respondents is satisfied.
- There are 66% of the respondents for how management communicate with employees is good.
- There are 58% of the respondents for feedback are taken seriously by management is often.
- There are 58% of the respondents for rate of company's efforts to ensure a good work-life balance is good.
- There are 56% of the respondents for the company provide sufficient support to reduce stress and prevent burnout is yes.
- There are 82% of the respondents for employee satisfied with the overall management of the company is satisfied.
- There are 80% of the respondents for how long they work with the company is over 5 years.
- There are 64% of the respondents for Days of working employees missed in the last 3 months are 1 to 3 days.
- There are 50% of the respondents for Average number of the days are employees absent per month is 1 day.
- There are 72% of the respondents for employees are late to work or leave early is rarely (1 to 2 times a month).
- There are 96% of the respondents for awareness of company policies regarding absenteeism is yes.
- There are 76% of the respondents for flexible work arrangements from company to reduce absenteeism is no.
- There are 78% of the respondents for effectiveness of companies leave policies in managing absenteeism is somewhat effective.
- There are 60% of the respondents for wellness programs in place to support employee health and reduce absenteeism is no.

VI. SUGGESTIONS AND RECOMMENDATIONS:

- **Distance from workplace:** The majority of the respondents for distance from workplace is more than 20 km, so that the longer commutes may correlate with higher absenteeism due to factors like fatigue, stress, and higher transportation cost. This group may experience more challenges with punctuality and overall attendance.
- **Personal factors contribute to absenteeism:** The majority of the respondents for personal factors contribute to absenteeism is family or caregiving responsibilities, so that the employees with access to paid family leave may experience less absenteeism compared to those without such benefits.
- **Work-related factors caused to absenteeism:** The majority of the respondents for work-related factors caused to absenteeism is lack of motivation, employees who lack intrinsic motivation (personal satisfaction, passion, interest) or extrinsic motivation (rewards, promotions, recognition) may be more likely to take unnecessary or frequent absences we can examine how the absence of either type of motivation contribute to absenteeism .Employee engagement: employees who feel disconnected from their job or the organization may be less motivated to show up explore how levels of engagement (e.g., not feeling valued, lack of career development opportunities) correlate with absenteeism.
- **Workplace stress contribute to absenteeism:** The majority of the respondents for workplace stress contribute to absenteeism is occasion, workload stress there is a high job demands unrealistic deadlines or excessive workloads can lead to stress and burnout. Stress caused by unclear job roles, conflicting job expectations, or dispute between colleagues can result in absenteeism.
- **Feedback is taken seriously by management:** The majority of the respondents for feedback are taken seriously by management is often, perceived value of feedback if employees feel that their feedback is valued and acted upon by management, they are likely to feel more engaged and committed to their work, potentially leading to reduce absenteeism.
- **Flexible work arrangements from company to reduce absenteeism:** The majority of the respondents for flexible work arrangements from company to reduce absenteeism is no, flexible hours employees are allowed to set their own working hours within a specific range (e.g., choose their start and end times, work outside traditional office hours) these arrangements can help employees avoid absenteeism caused by personal obligations, such as medical appointments, childcare needs or transportation challenges.
- **Employee Support Programs:** Companies should invest in programs that address the well-being of employees, such as mental health support, flexible work hours, and wellness initiatives. Encouraging a healthy work-life balance can reduce absenteeism related to stress and illness.
- **Adjustable Work Schedules:** Providing options such as flexible work hours, remote work, and paid sick leave can help ease some of the pressure on employees, contributing to their health and engagement.
- **Management Training:** Train managers to recognize early signs of disengagement or burnout, and to provide

better support for employees facing personal challenges. This proactive approach can help prevent absenteeism before it becomes chronic.

➤ **Policy Review:** Review and revise absenteeism policies to focus more on prevention and support rather than simply penalization. A supportive policy that encourages employees to stay healthy and engaged can help reduce overall absenteeism. While absenteeism is a common challenge, it can be mitigated through a holistic approach that addresses both the personal and organizational factors contributing to the issue. By focusing on employee well-being and offering flexible, supportive work environments, companies can reduce absenteeism rates, improve morale, and enhance overall productivity.

VII. CONCLUSION:

➤ **Primary Causes:** The main reasons for absenteeism were identified as personal illness, family responsibilities, and workplace stress. Chronic absenteeism correlated with lower employee engagement and morale.

➤ **Impact on Productivity:** Employee absenteeism negatively affects productivity, with teams experiencing delays and additional workload during an employee's absence. This strain on the remaining workforce often leads to burnout, which further exacerbates absenteeism.

➤ **Absenteeism Patterns:** Absenteeism rates were higher among employees with less tenure and those in physically demanding roles. Additionally, there was a noticeable spike in absenteeism during the winter months and after long holidays.

➤ **Workplace Environment:** A significant link was found between absenteeism and employee satisfaction, suggesting that improving work-life balance, offering flexible work arrangements, and addressing employee well-being could reduce absenteeism.

➤ **Policy Effectiveness:** The research indicated that existing absenteeism policies were not always effective in addressing underlying causes. Current strategies focused mainly on penalization rather than offering support systems or proactive measures to reduce absenteeism.

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