

Research proposal example



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MEMO 7 March Proposal to install a nursery in the work place. The number of parents in the company is increasing with the young workforce having families. This has caused the company to lose many working hours through parental leaves taken by the parents to cater for the young. This proposal is to research and present the advantages of installing a nursery in the workplace to save the organization labor hours.

Problem:

The problem affecting the company is loss of man hours which is affecting the overall productivity of the company and causing strain to the workers that have to cover the parents. The proposal will evaluate how the installation of a nursery will enable the organization to solve this problem (Langley 121).

Organization Overview:

Hacko limited a company that deals with production of stationary and office accessories to other companies in the market. Company sales have been falling due to competition from other players in the market. Low production has also affected the company due to the loss of human hours due to parental leaves. The company has two hundred workers of which a third of the work force are women. Building a nursery in the company will enable the company to save almost a third of its staff from prolonged parental leave (Cohen 52).

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Audience:

Management of Hacko limited: the management has the power to accept the <https://assignbuster.com/research-proposal-example-proposal-essay-samples-4/>

proposal and implement it for change.

Topics to investigate

1. What is the cost of building a nursery?

The company owns a building thus needs only to create a small facility in to house the nursery. The cost of furniture and fittings will be around 300 dollars for a facility that can easily cater for sixty workers in the company. The facility will cost the company 200 dollars on a monthly basis for running the facility. This is not comparable to the 2000 dollars lost every month due to low sales and loss of business to the competition. Using the cost factor to evaluate the efficiency of the proposal, it is evident that the company is likely to save almost 1700 dollars by implementing the proposal.

2. How will it save the organization labor hours?

A more active workforce is likely to be the benefit of the nursery. The parents can take time to check on their kids thus knowing that they are okay will increase their efficiency in the work place. The proposal drastically cuts short the man hours lost during the parental leaves by half. The company gives the mother four months maternity leave while the father two months. With the introduction of the nursery, the company will be able to cut the leave period by half to save on work force (Porter 112).

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Qualifications:

I have studied economics and social behaviour and experience in my previous work place shows the method proposed will lead to increased productivity in the workplace and also employee satisfaction. Adequate
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research has also been conducted in the area to ensure that following the proposal will be beneficial for the company.

Work Schedule: Total time: Completion time

Information Gathering 3hrs 1st April

Information Analysis 3hrs 2nd April

Writing draft 2hrs 2nd April

Revising draft 1 hr 2nd April

Writing report 2hrs 3rd April

Proofreading report 1hr 3rd April

Presentation 1hr 4th April

Call for Action:

The task can be completed in the work frame indicated and I am confident that approval of the proposal will benefit the company. Please approve the proposal in time so that the company can increase its output. The implementation of the proposal will be exempted from taxation thus the organization will also save (Workplace Law Handbook 2011: 45).

References

Cohen, Bronwen. Caring for Children: Services and Policies for Childcare and Equal Opportunities in the United Kingdom : Report for the European Commissions Childcare Network. London: Commission of the European Communities, 1988. Print.

Langley, Aidan. Employee Reward Structures. London: Spiramus, 2006. Print.

Porter, Fenella, Ines A. Smyth, and Caroline Sweetman. Gender Works: Oxfam Experience in Policy and Practice. Oxford: Oxfam, 1999. Print.

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Workplace Law Handbook 2011: Employment Law and Human Resources Handbook. Cambridge: Workplace Law Group, 2010. Print.