

Centre Number	Candidate Number	Candidate Name
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NAMIBIA SENIOR SECONDARY CERTIFICATE

BUSINESS STUDIES ORDINARY LEVEL

4346/1

PAPER 1

2 hours

Marks 100

2020

Additional Materials: Non-programmable calculator

INSTRUCTIONS AND INFORMATION TO CANDIDATES

- Candidates answer on the Question Paper.
- Write your Centre Number, Candidate Number and Name in the spaces at the top of this page and on all separate answer sheets used.
- Write in dark blue or black pen.
- You may use a soft pencil for any rough work, diagrams or graphs.
- Do not use correction fluid.
- Do not write in the margin *For Examiner's Use*.
- You may use blank pages for working/when answers are crossed out and corrected.
- Answer **all** questions.
- The number of marks is given in brackets [] at the end of each question or part question.
- The businesses mentioned in this question paper are entirely fictitious.

For Examiner's Use			
Q	Marks	Marker	Checker
1			
2			
3			
4			
5			
Total			

This document consists of **11** printed pages and **1** blank page.



Republic of Namibia

MINISTRY OF EDUCATION, ARTS AND CULTURE

1 (a) Ocean Fisheries are an international company that catch, process and sell fish products around the world. Many people with different skills are employed across the whole operation. Even in the modern canning factories, no one person actually carries out all the processing stages alone.

(i) Define *division of labour*.

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[2]

(ii) Identify and explain **two** disadvantages of division of labour.

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(b) The processes used to produce tinned fish can be grouped into three stages.

By using examples, describe the **three** stages of production.

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[6]

Ocean Fisheries branch in Namibia produces exclusive fish products and decides to merge with a transport company.

(c) (i) Explain the term *merge*.

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(ii) Describe the type of integration Ocean Fisheries is involved in.

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(iii) Assess **two** advantages to Ocean Fisheries of merging with a transport company.

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[20]

2 Bibi's is a rapidly expanding restaurant in the city centre. It needs three more waitresses so has to place an advertisement.

(a) (i) State **three** pieces of information that might be included in the advertisement.

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(ii) Should this advertisement appear in the local or national newspaper? Explain your choice.

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[2]

(iii) Bibi's restaurant received many applications for its vacancy.

Describe the next **four** steps in the recruitment and selection process.

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[4]

3 Bimbo is one of many young entrepreneurs in Namibia. He collects, processes and decorates Mopani roots for the export market. His rapidly expanding business contributes to economic growth in Namibia.

(a) Explain the concept *economic growth*.

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(b) What impact might an appreciation of the Namibian dollar have on Bimbo's business?

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4 (a) Explain **two** reasons why Bimbo might prefer to stay a small business.

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(b) Bimbo's main objective might be to add value.

(i) Define *added value*.

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(ii) Explain why survival and profit might also be Bimbo's objectives.

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(c) Governments often impose laws and controls on businesses, such as a minimum wage.

What effect do you think the introduction of minimum wage legislation might have on Bimbo?

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(d) Explain **two** difficulties that an entrepreneur like Bimbo might experience as they grow.

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5 (a) Namibia is a member of SADC.

(i) Discuss the advantages to Namibia of being a member of SADC.

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(ii) Discuss **two** ways the government can assist exporting businesses.

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(b) Bimbo is currently recruiting staff. His business has an induction training scheme for all new employees.

(i) Define the term *induction training*.

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[3]

(ii) Identify **three** items likely to be included in Bimbo's induction programme.

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[3]

(iii) Explain **one** advantage to Bimbo from operating an induction training programme.

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(iv) Explain **one** advantage to his employees from Bimbo operating an induction training programme.

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[2]

[20]

