



Employees' Opinion on the efficiency of the HR Department

QUESTIONNAIRE

(Please note: This is only a sample provided by the author)

Read each statement carefully and place a tick in the appropriate column. Try to be objective and honest in your answers.

S.No	Statements	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1.	The HR department functions as only a service function to the line managers					
2.	The department is proactive in planning manpower needs					
3.	Staff welfare programs are not a concern of the HR department					
4.	The department is only an administrative support function with a low status					
5.	HR makes sure that HR strategies are aligned with business strategy					
6.	HR helps organization to envision future challenges					
7.	HR helps organization modify employee behavior					
8.	Orders, instructions or information are unclear and not transparent					
9.	The department personnel react readily to ideas and suggestions					
10.	The department develops a competent team of employees					
11.	The department is often referred to as a correctional department					
12.	HR takes time to listen and respond to employees					
13.	Job description is available for every position in the organization					
14.	Performance evaluation program is effective and fair					
15.	HR helps organization improve operating efficiency					



Scoring	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Statements 2, 5-7, 9,10, 12-15	5	4	3	2	1
Statements 1,3,4,8 & 11	1	2	3	4	5

Check your scores:

Higher the scores indicate that you have a favorable opinion on the efficiency of the HR department.