Appendix I: Research Questionnaire

A: Questionnaire for Employer

1. What are the reasons for attrition in your department/organization?
   a. Less Growth Opportunities
   b. Low Income
c. Target Pressures
d. Compensation Unfairness
e. Work overload
f. Job ambiguity

2. Has the HR department of the company build any policy for attrition and are you aware of the same?
   1. Yes
   2. No

2. Do you feel this problem of regular attrition affects work force morale and productivity?
   1. Yes
   2. No

3. How much time does a new employee take to get familiar with the work culture of the organisation?
   1. 1 month
   2. 3 months
   3. 6 months
   4. 1 year

4. What is the percentage of attrition in your organization?
   1. 50%
   2. 10%
   3. 25%
   4. 40%

5. Has the HR department of the company build any policy for attrition and do you as an HR Manager keep updating this policy as per the changes in the market?
   1. Yes
   2. No

6. Do you take Exit interview when the employee leaves?
   1. Yes
   2. No
7. What measures are taken by you as an HR Manager to retain an employee?
   1. Raise in compensation
   2. Performance Appraisal
   3. Employee Engagement
   4. Informal Interactions
   5. Bridging the gap between management and the employee

8. Do you feel if the employees are internally communicated about the major shifts and changes in the organization, attrition can be reduced?
   1. Yes
   2. No

9. Is the feedback given by a leaving employee shared with the existing team?
   1. Yes
   2. No

10. Do you talk to the employee when he approaches you with his resignation or accept it straightaway?
    1. Yes
    2. No

11. Employee Retention is better than New Employee Recruitment”.
    1. Agree
    2. Disagree

B : Questionnaire for Employee

1. What are the reasons for employees leaving in this organization as per you?
   a. Less Growth Opportunities
   b. Low Income
   c. Target Pressures
   d. Compensation Unfairness
   e. Work overload
   f. Job ambiguity

2. Is long hours of work a reason for attrition in your department/organization?
   a. Yes
   b. No

3. Do the employees in the organization give notice period to leave the job in this organization?
4. Do the employees in the organization get any Compensation/Benefits/Performance Appraisal, when they are terminated from the services?
   a. Yes
   b. No

5. Does your organization take Exit Interview when the employees leave?
   a. Yes
   b. No

6. What is the percentage of attrition in your organization?
   a. 50%
   b. 10%
   c. 25%
   d. 40%
   e. No idea

7. Does your company take any measures to reduce attrition?
   a. Yes
   b. No

8. Do you feel this problem of regular attrition affects work force morale and productivity?
   a. Yes
   b. No

9. Has the HR department of the company build any policy for attrition and are you aware of the same?
   a. Yes
   b. No
   c. Yes but not aware
10. Do your bosses keep you aware of the major changes which are taking place in the organization?
   a. Yes
   b. No

CONFERENCE / SEMINAR ATTENDED DURING YEAR 2013, 2014 and 2015

1) International Conference on: Technology Management, HR Training & Development Creativity, Change Management on 18th - 19th October, 2013. by Shri JJT University, Mumbai


3) International Seminar on Recent Awareness in Chemical Sciences on 11th - 12th April, 2014. Organized by Shri JJT University, Chudela.

4) International Research Conference on Emerging Patterns of Innovation in Businesses: Challenges and Strategies, on 19th July, 2014 organized by Atharva Institute of Management Studies, Mumbai

RESEARCH PAPER PUBLISHED

1) Kavita Shetty, July 2013, HR Training and Development Creativity, Change Management in SPARK (ISSN 2277 – 4866), Vol.2 Issue 2, July 2013, Shri JJTU University, Mumbai.