Dear Employee,

We are conducting an Employee satisfaction survey to measure your satisfaction level at our company. This survey is aimed at providing us an opportunity to communicate our opinions about our company and your job.

1. Instruction for survey

Kindly rate your satisfaction level on the questions given below. Please add comments, if any and bring the form with you to the meeting. Site Managers to kindly print out and make available to ALL their technicians. Additional sheets may be used where required. **Please be assured that your responses will be held in strictest confidence.**

2. Content of question:

Question	YES/NO	Comments if Any
1.Have you worked for more than one year at AMF?		
2. Are you satisfied with your job security at our company?		
3. Are you satisfied with the appraisal system & the outcome?		
4. Are you satisfied with our company's employee policies?		
5. Are you satisfied with the fairness of the way the company treats all employees?		
6. Are you satisfied with the way the Company communicates matters affecting the employees?		
7. Are you satisfied with the facilities, work tools and equipment provided by our company?		
8. How fulfilled are you on your job?		
9. Are you satisfied with the opportunities to advance in the company?		
10. Are you satisfied with the training & development provided by the company?		
11. Are you satisfied with the supervision you receive?		
12. Are you registered on the Health Medical Operation (HMO) Insurance scheme		
13. Are you satisfied with the HMO services?		
14. Are you a member of the staff co-operative?		
15. Do you consider it a beneficial scheme to staff welfare and should continue?		
16.My job requirements are clear to me		
17. Considering everything, are you satisfied with your job?		
18. Would you advise a friend to apply for a job at this company?		

3. LEADERSHIP AND SUPPORT
PLEASE STATE YOUR SATISFACTION WITH THE FOLLOWING

Question	YES/NO	COMMENTS IF ANY
1. Leadership and Support from the Managing Director		
2. Leadership and Support from the Departmental Heads (GM Commercial, Chief Operating Officer, Technical Manager, GM Corporate Services)		
3. Leadership and Support from your Immediate Supervisor		
4. Service Support from Finance and Accounts		
5. Service Support from HSE Co-ordination		
6. Service Support from Senior Operations Team		
7. Service Support from Contracts & Procurement		
8. Service Support from HR		
9. Service Support from Admin		

13. What are the three things that you feel needs to be improved the most at company?

I.

II.

III.

14. What are the three things that you feel need to be discontinued at company?

I

II

III

You do not need to state your name but please indicate your site/location to help us with the analysis.

Job Title: **Location/Site:** **Department:**

PLEASE USE THIS SHEET TO WRITE DOWN ANY OTHER PERSONAL ISSUES YOU WOULD LIKE MANAGEMENT TO LOOK INTO: