

Interview Schedule

A study on Leadership Development in Cooperatives in Puducherry Union Territory

Q. No	Question		Coding categories	
I. Socio economic Profile			In percentage	
1.	Sex	Male Female	1 0	
2.	Age	Up to 40 years 41-50 years 51-60 years 61 & above	1 2 3 4	
3.	Marital status	Unmarried Married Widowed/ Divorced	0 1 2	
4.	What is the highest educational qualification you have obtained?	Primary / Elementary Education High school Education Secondary Education Higher secondary Education Bachelor Degree Masters degree Other degree {specify }	1 2 3 4 5 6 7	
5.	Do you have formal Training in cooperation? If, yes, specify the training programme	Yes No Member Education Training Leadership Development Training Both	1 0 1 2 3	
6.	To which community do you belong?	SC/ST MBC BC FC	1 2 3 4	
7.	To which religion do you belong?	Hindu Muslim Christian Others	1 2 3 4	
8.	How many members are there in your family?	Up to 3 4-6 7 & above	1 2 3	

9.	Do you own a house? If yes, specify the type of house you own	Yes No Individual House Apartments Others	1 0 1 2 3	
10.	Do you own any agricultural land? If yes, what is the size of land? (in Acres)	Yes No Less than 1.5 1.6 – 3.0 3.1 & Above	1 0 1 2 3	
11.	What is your primary occupation?	Agriculture Self Employed Private employed Government employed Others	1 2 3 4 5	
12.	What is your annual income?	Below ₹.200000 ₹.200001- ₹.400000 ₹.400001- ₹.600000 ₹.600001 and above	1 2 3 4	
13.	How many earning members are there in your family?	0-1 2-3 4-5 5 & above	1 2 3 4	
14.	What is the annual income of your family?	Below ₹.300000 ₹.300001- ₹.500000 ₹.500001- ₹.700000 ₹.700001 and above	1 2 3 4	
II. Social Mobility of the leaders				
15.	Are you a member of any organisation in Puducherry? If yes. What is the name of organisation?	Yes No Name of the organisation Welfare association Panchayat Employees union NGOs Religious Organization Caste organization Farmers association Youth clubs Mahila Mandals Self-help groups Educational institutions Govt. bodies Any others (specify)	1 0 1 2 3 4 5 6 7 8 9 10 11 12 13	

16.	Do co-operative department/ union officials come to your society to meet the leaders? If yes, how frequently do you meet them?	Yes No Regularly Occasionally Rarely Never	1 0 1 2 3 4	
17.	Do government officials come to your society to meet the leaders? If yes, how frequently do you meet them?	Yes No Regularly Occasionally Rarely Never	1 0 1 2 3 4	
18.	Do NGO's come to your society to meet the leaders? If yes, how frequently do you meet them?	Yes No Regularly Occasionally Rarely Never	1 0 1 2 3 4	
III. Mass media exposure				
19.	How often do you read the following? Journals/Magazines/Books/Newspapers related to cooperatives	Regularly Occasionally Rarely Never	1 2 3 4	
20.	How often do you listen to radio?	Regularly Occasionally Rarely Never	1 2 3 4	
21.	How often do you watch TV?	Regularly Occasionally Rarely Never	1 2 3 4	
IV. Political Affiliation				
22.	Are you member of any political party of Puducherry? If yes, What is your period of participation?	Yes No Up to 3 years 4-6 years 7-10 years 11 & above	1 0 1 2 3 4	

23.	What is your level of participation in the party?	Members Secretary Local President / Chairmen Any other position No position	1 2 3 4 0	
V. Details about cooperative leadership				
24.	Name of the position held in the society at present	President Vice-president	1 2	
25.	What is the duration of your membership in the present society?	Upto 3 years 4-6 years 7-9 years 10 years & above	1 2 3 4	
26.	What is your Tenure of office as board member with the present society?	Upto 3 years 4-6 years 7-9 years 10 years & above	1 2 3 4	
27.	Did you hold any position in any other co-operative society previously? If yes , specify	Yes No Director Vice-president President	1 0 1 2 3	
28.	Are you a member in any other co-operative society in Puducherry simultaneously? If yes, specify	Yes No Member Director Vice-president President	1 0 1 2 3 4	
29.	What motivated you to become a leader of the co – operatives?	Serving the society Family Friends and relatives political parties Supporting /intervention No motivation	1 2 3 4 5	

VII. Analysis of Leadership Style of the respondent leaders

S. No	Leadership Style Parameters	Strongly Agree 5	Agree 4	Neutral 3	Dis-agree 2	Strongly Disagree 1
1.	Employees need to be supervised closely, or they are not likely to do their work.					
2.	Members need to be a part of the decision-making process.					
3.	In complex situations, leaders should let employees work problems out on their own.					
4.	It is fair to say that most employees in the general population are lazy.					
5.	Providing guidance without pressure is the key to be a good leader.					
6.	Leadership requires staying out of the way of employees as they do their work.					
7.	As a rule, employees must be given rewards or punishments in order to motivate them to achieve Society objectives.					
8.	Most employees want frequent and supportive communication from their leaders.					
9.	As a rule, leaders should allow employees to appraise their own work.					
10.	Most employees feel insecure about their work and need direction.					

11.	Leaders need to help subordinates accept responsibility for completing their work.					
12.	Leaders should give subordinates complete freedom to solve problems on their own.					
13.	The leader is the chief judge of the achievements of the members of the society.					
14.	It is the leader's job to help subordinates find their goal.					
15.	In most situations, employees prefer little input from the leader.					
16.	Effective leaders give orders and clarify procedures.					
17.	People are basically competent and if given a task will do a good job					
18.	In general, it is best to leave subordinates alone.					

VII. Overall Proficiency in leadership skills among the Cooperative Leaders						
S. No	Parameters	Strongly Agree 5	Agree 4	Neutral 3	Dis-agree 2	Strongly Disagree 1
A. Proficiency in Human Skills						
1.	Being a quick learner					
2.	Adaptability to the changing environment					
3.	Decisiveness					
4.	In view of vision and mission of the society					
5.	Strategic Planning					
6.	Competitiveness					
B. Proficiency in Conceptual Skills						
1.	I am aware of the powers of board of Directors					
2.	The board has to admit new members and allot shares to them					
3.	The board has to raise local deposits and borrow funds from the federal bank					
4.	The board has to decide the strength of the paid staff and their salaries subject to the budget approved by the General Body.					
5.	The board has to issue loans to members in accordance with conditions prescribed from time to time					
6.	The board has to arrange for supplying agricultural and household requirement to members					
7.	The board has to do all other duties that is necessary to carry out the objects of the society					
8.	The president /vice-president is responsible for welfare of the members					

9.	The president /vice-president is responsible for the every operation of the co-operative societies					
10	The president /vice-president is accountable for success or failure of the society operations					
11	The president /vice-president have to prepare project and manage the assets.					
12	The president /vice-president have to frame objectives and lay down major policies					
13	The president /vice-president are accountable for delegation of responsibility and authority					
14	The president /vice-president are accountable for budgeting and supervising reports accounts and statements.					
15	The role of State co-operative union/District co-operative union is vital					
16	I am aware of the role of co-operative union in leadership development.					
17	I am educated of the various training programmes and schemes of Government bodies, Cooperative training Institutions and NGO's					
C. Proficiency in Technical skills						
1.	I know the rate of interest charged by the society for disbursement of loans.					
2.	I know the rate of interest given by the society for mobilizing deposits.					
3.	I am educated about the different types of assistance given by the government to our co-operative society.					
4.	I am educated about the percentage of shares contributed by the government to our co-operative.					

5.	I know the sources from which our society raised funds.					
6.	The authority and responsibility of inspection is with our society.					
7.	The authority and responsibility of auditing in our society.					
8.	I am educated about the different books maintained by our society.					
9.	I have knowledge on the different statements prepared by our society.					
10.	The audit reports prepared and able to check and verify the reports					
D. Proficiency in Communication Skills						
1.	Building Collaborative relationships					
2.	Compassion and Sensitivity					
3.	Confronting problem members					
4.	Member Welfare & development					
5.	Inspiring commitment					
6.	Participative management					
7.	Putting members at ease					
8.	Respect for differences					
E. Proficiency in Emotional Intelligence skills						
1.	Balancing Personal life and work					
2.	Career management					
3.	Self awareness					
4.	Taking initiative					
5.	Culturally adaptable					
6.	Self-control					
F. Proficiency in Industry knowledge skills						
1.	The ultimate authority rests with the members of the					

	society					
2.	A society needs atleast 20 members to get it registered					
3.	The primary objective of the society is to serve the members					
4.	I am educated of the voting rights of the members					
5.	I am aware of the funds owned by the society					
6.	I am aware of the liability of the society					
7.	The cooperative society has its own structure					
8.	The functions/ powers lies with the Registrar of cooperative societies in Puducherry.					
9.	There are provisions of the cooperative bye laws and Acts.					
10.	I am educated of the recent amendments in Puducherry cooperative societies Act and Rules.					
11.	I know the procedures of convening a general body meeting.					
12.	I know the procedures for conducting election for the board.					
13.	There are disputes and settlements in the society.					
14.	I am aware of the constitution of the General body of cooperative societies.					
15.	I am educated of the rights of members in the general body.					
16.	I know the qualifications and disqualification of members and board Members.					
17.	I know the reservation of seats in board of management in cooperative.					