APPENDIX 'D'

LEADERSHIP BEHAVIOUR DESCRIPTION
QUESTIONNAIRE FORM XII

Identification Data

Name of the Institution

Staff Member’s Name

Designation

Stay in Present Institution

Number of staff members in Institution

Teaching Experience Qualifications

Subject/Game taught

Salary (Please fill your Basic pay)

DIRECTIONS:

(a) Read each item carefully.

(b) Think about how frequently the leader engages in the behaviour described by the item.

(c) Decide whether he (A) Always, (B) Often, (C) Occasionally, (D) Seldom, (E) Never acts as described by them.

(d) Draw a circle around one of the five letters (A,B,C,D,E) following the item to show the answers you have selected.

(e) Mark your answer as shown in the example below:

Example: He often sets as described. A (B) C D E
Example: He never acts as described. A B C D (E)
Example: He occasionally acts as A B (C) D E described.

A - Always, B - Often, C - Occasionally,
D - Seldom, E - Never.
1. He/she makes his/her attitude Clear to the staff
2. He/she tried out his new ideas with the staff.
3. He/she rules with an iron hand
4. He/she criticizes poor work
5. He/she speaks in a manner not to be questioned.
6. He/she assigns staff members to particular tasks.
7. He/she works without a plan.
8. He/she maintains definite standards of performance.
9. He/she emphasizes the meeting of dead lines.
10. He/she encourages the use of uniform procedure.
11. He/she makes sure that his/her part in the organisation is understood by the all members.
12. He/she asks that staff members to follow standard rules and regulations.
13. He/she lets staff members know what is expected of them.
14. He/she sees to it that staff members are working upto capacity.
15. He/she sees to it that the work of staff members is coordinated.
16. He/she does personal favours for staff members is coordinated.
17. He/she does little things to make it pleasant to be a member of the staff.
18. He/she easy to understand.
19. He/she finds time to listen to staff members.

A B C D E

XVIII

20. He/she keeps to himself.

A B C D E

21. He/she looks out for the personal welfare of individual staff members.

A B C D E

22. He/she refuses to explain his/her actions.

A B C D E

23. He/she acts without consulting the staff.

A B C D E

24. He/she is slow to accept new ideas.

A B C D E

25. He/she treats all staff members as his/her equals.

A B C D E

26. He/she is willing to make changes.

A B C D E

27. He/she is friendly and approachable.

A B C D E

28. He/she makes staff members feel at ease when talking with them.

A B C D E

29. He/she puts suggestions made by the staff into operation.

A B C D E

30. He/she gets staff approval on important matters before going ahead.

A B C D E