ANNEXURES
ANNEXURE-1

QUALITY OF WORK LIFE IN TEXTILE INDUSTRY

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QUESTIONNAIRE FOR EMPLOYEES

PART-I : PROFILE

1.1 Designation : 
1.2 Department : 
1.3 Place of work :

1.4 Age:
1.5 Length of service:
1.6 Qualifications:
1.7 No. of dependents:

PART-II: ADEQUATE AND FAIR SALARY

2.1 Please mention your present basic pay :
2.2 Please indicate monthly amount you receive as (as on today )
   a) H.R.A :
   b) D.A :
   c) C.C.A :
   d) Bonus :
   e) Any other(please specify) :

Assess the following statement using 5 point scale,
5. for to a complete extent  4 for to a greater extent
3 for to some extent  2 for to a little extent
1 for to nil extent (Encircle the most appropriate).

2.3 The emoluments that I receive under the following heads meets my real needs :
   a) Basic Pay (to meet all needs except house rent) 
   b) H.R.A. (for house rent) 
   c) D.A (compensation Allowance) 
   d) C.C.A (City Compensation Allowance) 
   e) Bonus :

2.4 My total salary is sufficient to meet all my real needs. 

2.5 If you are not satisfied with your salary, please suggest measures to improve the level of satisfaction.

PART - III : SAFE AND HEALTHY WORKING CONDITIONS

3.1 Please indicate the duration of rest that you are being provided during work hours (including lunch time):
   a) Less than an hour  b) 1 hour to 1.15 minutes 
   c) 1 hour 15 minutes to 1 hour 30 minutes 
   d) 1 hour 30 minutes to 1 hour 50 minutes 
   e) Above 1 hour 50 minutes
3.2 Please mention how you usually feel after work:
   a) Very tired  b) Tried  c) Neither tired nor relaxed  
   d) Relaxed and active  e) Very active.
Assess the following statement based on 5 point scale,
5 for to a complete extent  4 for to a greater extent  
3 for to some extent  2 for to a little extent  
1 for to nil extent (Encircle the most appropriate).
3.3 I am satisfied with the following safe and healthy working conditions:
   a) Drinking water facility  5 4 3 2 1
   b) Canteen facility  5 4 3 2 1
   c) Medical facility  5 4 3 2 1
   d) Transportation facility  5 4 3 2 1
   e) Sports & games facility  5 4 3 2 1
   f) Library facility  5 4 3 2 1
   g) Lunch room facility  5 4 3 2 1
   h) Air cooler/conditioner  (Maintaining temperature)  5 4 3 2 1
   i) Rest duration  5 4 3 2 1

PART - IV OPPORTUNITY TO DEVELOP HUMAN CAPABILITIES
Access the following statements using 5 point scale,
5. for always  4. for sometime  3. for now and then  
2. for rarely  1. for never (Encircle the appropriate)
4.1 I learn new skills while I am on job  5 4 3 2 1
4.2 My job makes use of my existing skills appropriately.  5 4 3 2 1
4.3 I am being consulted before any major decision is taken in the company.  5 4 3 2 1
4.4 My company encourages me to participate in the administration/management.  5 4 3 2 1

PART - V : CAREER PLANNING AND GROWTH
5.1 My company superior prepares career plan for me  5 4 3 2 1
5.2 I prepare career plans for myself.  5 4 3 2 1
5.3 My company provides for/takes care of my career development.  5 4 3 2 1
5.4 I have to work towards my career development single-handedly.  5 4 3 2 1
Assess the following statements using 5 points scale,
5. for to a complete extent  4. for to a greater extent  
3. for to some extent  2. for to a little extent  
1. for to nil extent (Encircle the most appropriate).
5.5 I am quite satisfied with promotional chances.  5 4 3 2 1
5.6 I am satisfied with transfer policies of my company.  
5.7 Extent of availability career counselling facility in the company.  
5.8 Please indicate the basis for promotion in your company  
   a) Service  b) Merit  c) Both  
5.9 How often do you get promotion:  
   a) Very often  b) Often  c) Not often  d) Rarely  
   e) Never  
5.10 How much time do you require to adjust to a new place after a fresh transfer:  
   a) Less than 15 days  b) 15 - 30 days  c) 30 - 45  
   d) 45 days and above  
5.11 Please indicate whether your personal problems, preferences and constraints are considered before a transfer.

PAPER - VI : SOCIAL INTEGRATION

6.1 Please indicate the style of leadership of your superior.  
   a) Autocrat  b) Democrat  c) Paternalistic  
   d) Lassiez-faire  
6.2 Please indicate your feelings about your colleagues.  
   a) I like and respect my colleagues  
   b) I dislike my colleagues  
   c) I am indifferent to my colleagues  
Assess the following statements based upon 5 point scale.  
5. for strongly agree  4. for agree  
3. for neither agree nor disagree  2. for disagree  
1. for strongly disagree (Encircle the most appropriate)  
6.3 Please indicate the extent of possibility to mingle and chat with your colleagues during work hours.  
6.4 My boss always expects something more than that I can do.  
6.5 Company as whole, an atmosphere of good inter-personal relations exists:  
Assess the following statements using 5 point scale.  
5. for all ways  4. for sometime  
3. for now and then  2. for rarely, and  
1. for never (Encircle the most appropriate).  
6.6 I am consulted about matters concern to me.  
6.7 I fell free in giving suggestions to my superior.  
6.8 The suggestion I give are accepted with fine hands.  
6.9 My boss interfere in my work more than what he is supposed to:  
6.10 I receive good co-operation from my subordinates.
PART - VI : CONSTITUTIONALISM

Assess the following statements using 5 point scale.

5. for to a complete extent  4. for to a greater extent
3. for to some extent    2. for to a little extent
1. for to nil extent (Encircle the most appropriate).

7.1 I have privacy regarding my personal matters at my work place.
   5 4 3 2 1

7.2 The Conflict Reduction’ mechanism in my company appropriate.
   5 4 3 2 1

7.3 If ‘Conflict Reduction’ mechanism is not appropriate, please suggest measures that can be taken to improve:

PART - VIII: WORK AND QUALITY OF WORK LIFE

8.1 Would you say that your job is such that:
   ( )
   a) Under uses your abilities
   b) Over strains your abilities
   c) Makes you do things you never thought you could do
   d) Uses your abilities appropriately.

8.2 Please indicate which of the following statements is true.
   ( )
   a) I am rarely bored with my work
   b) I am usually interested in my work
   c) I am bored most of the times, I am working

8.3 Which of the following statements do you most agree with?
   ( )
   a) A job is only a way to make enough money to keep yourself alive.
   b) A job is mainly a way to making money but should be satisfying is possible.
   c) A job is an whole way of life

Acess the following statements based 5 point scale.

5 for often  4 for sometimes  3 for now and then
2 for rarely  1 for strongly disagree (Encircle the most appropriate).

8.4 I am being rotated among different job
   5 4 3 2 1

8.5 Enlargements to my job in past 10 years
   5 4 3 2 1

8.6 My job has been enriched
   5 4 3 2 1

8.7 I receive minimum required training before taking up enriched / enlarged job.
   5 4 3 2 1

8.8 I simply get bored with any job
   5 4 3 2 1

8.9 Job rotation, job enrichment and job Enlargement helps in general growth of an Employee.
   5 4 3 2 1

8.10 Provided job rotation, enrichment and job Enlargement I can contribute more towards company than what I can know.
    5 4 3 2 1

PART - IX: SOCIAL RELEVANCE OF WORK

Assess the following statements based upon 5 point scale

5. for always true  4. for mostly true
1. for sometimes true  2. for rarely true
1. for not at all true (Encircle the most appropriate)
9.1 I put in useful work for society 5 4 3 2 1
9.2 My relatives and friends react enviourly to my job status 5 4 3 2 1
9.3 My social status has improved after joining into this company. 5 4 3 2 1
9.4 I feel proud of talking about my job outside the work place. 5 4 3 2 1
9.5 My job provided me with a sense of dignity and respect 5 4 3 2 1
9.6 My job is a challenging one. 5 4 3 2 1

PART- X: OTHERS: (i) ORGANISATIONAL STRUCTURE

10.1 Please indicate which of the following types you belong to:
   a) Line  b) Staff  c) Line and Staff

10.2 How do you usually receive communication about any policy decision:
   a) Formal communication  b) Informal chat
   c) Through formal as well as informal communication.

10.3 The relations between line and staff employees are fair. 5 4 3 2 1

10.4 I am satisfied with the communication network in my company 5 4 3 2 1

10.5 If not satisfied please indicate the reasons for your dissatisfaction:
   Assess the following statements based upon 5 point scale.
   5. for to a complete extent  4. for to a greater extent
   3. for to some extent  2. for to a little extent
   1. for to nil extent (Encircle the most appropriate).

10.6 I feel many times that I have too many bosses 5 4 3 2 1

10.7 I believe that I can manage more subordinate than those of I have at present. 5 4 3 2 1

10.8 I feel that I have only accountability but not authority. 5 4 3 2 1

(ii) BALANCE BETWEEN FAMILY AND WORK LIFE

10.9 On an average indicate the time you can spend with your family per day.

10.10 Does your spouse feel that you are not able to stand to the expectations of family because of your job?
   Assess the following statements based upon 5 point scale.
   5. for often  4. for sometimes  3. for now and then
   2. for rarely  1. for never (Encircle the appropriate).

10.11 Often I think about my work while I am at home 5 4 3 2 1

10.12 I usually carry my office work home 5 4 3 2 1
(iii) TRADE UNIONS

10.13 Are you a member of Trade Union? Yes/No.

If no, you need not answer this section of the questionnaire.

10.14 Please name the union in which you are a member?

Assess the following statements using 5 point scale.

5. for to a complete extent  4. for to a greater extent
3. for to some extent    2. for to a little extent
1. for to nil extent (Encircle the most appropriate).

a) Adequate and fair salary  5 4 3 2 1
b) Safe and healthy working conditions  5 4 3 2 1
c) Developing human capabilities
   (by way of arranging lectures
    organising seminars etc.)  5 4 3 2 1
d) Establishing good inter-personal relations.  5 4 3 2 1
e) Establishing a good conflict resolutions mechanism  5 4 3 2 1
f) Career planning and development.  5 4 3 2 1

1. Name of the Union in which you are a member.

2. Year of establishment of your Union.

3. Year of your joining the union.

4. Please briefly explain the activities of your union.

5. What were the objectives with which Union was established.

6. Were there any conflicts with the management in last 5 years?

7. Please assess the following statements based upon 5 point scale.

5. for to a complete extent  4. for to a greater extent
3. for to some extent    2. for to a little extent, a
1. for to nil extent (Encircle the most appropriate).

a) Our salaries are adequate and fair  5 4 3 2 1
b) Working conditions of the bank are safe
   and healthy  5 4 3 2 1
c) Human capabilities are being developed
   in the bank. (by way of arranging lectures, organizing seminars etc.)  5 4 3 2 1