

Non Teaching Staff FEEDBACK FORM

* Indicates required question

1. Name *

2. Section *

3. Designation *

Mark only one oval.

☐ Regular

☐ Contract

4. Date of Joining *

5. Gender

Mark only one oval.

☐ Male

☐ Female

6. Mobile No. *

7. Permanent Address *

8. Infrastructure and Learning Resources *

Mark only one oval per row.

	Good	Average	Fair	Poor
Office space & layout	☐	☐	☐	☐
Office Timings	☐	☐	☐	☐
Strength of office staff	☐	☐	☐	☐
Building	☐	☐	☐	☐
Internet services	☐	☐	☐	☐
Lighting and ventilation	☐	☐	☐	☐
Staff Training	☐	☐	☐	☐
Canteen facilities	☐	☐	☐	☐
Toilet facilities	☐	☐	☐	☐
Office Furniture & Fittings	☐	☐	☐	☐
Drinking Water Facilities	☐	☐	☐	☐
Medical facility	☐	☐	☐	☐
Emergency exits	☐	☐	☐	☐

9. Governance, Leadership, and Management *

Mark only one oval per row.

	Good	Average	Fair	Poor
Leadership	☐	☐	☐	☐
College Vision & objectives	☐	☐	☐	☐
Administration (accounts)	☐	☐	☐	☐
Grievance Redressal	☐	☐	☐	☐
Flow of Communication (both ways)	☐	☐	☐	☐
Committee /Cells (Their Function & Impact)	☐	☐	☐	☐
Planning & Organizing (allotment of duties, responsibilities, etc)	☐	☐	☐	☐
Workload	☐	☐	☐	☐
Link with other agencies/organisation	☐	☐	☐	☐
Office Supervision	☐	☐	☐	☐

10. Innovative and Best Practices *

Mark only one oval per row.

	Good	Average	Fair	Poor
Accounting Softwares	☐	☐	☐	☐
Staff Development Programs/Training	☐	☐	☐	☐
Recreational Activities	☐	☐	☐	☐
Promotion	☐	☐	☐	☐
Employees Welfare	☐	☐	☐	☐

11. Other Parameters *

Mark only one oval per row.

	Good	Average	Fair	Poor
Cleanliness	☐	☐	☐	☐
Security	☐	☐	☐	☐
Parking	☐	☐	☐	☐
College Compound	☐	☐	☐	☐
College Image to others	☐	☐	☐	☐

12. State your reasons and suggestions for your responses in cases of Poor and Fair:

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