

QUESTIONNAIRE

1. Name of the Employee :
2. Educational Qualification :
3. Date of Appointment :
4. Designation
 - (a) Pre-Training :
 - (b) Post-Training :
5. Experience
 - (A) Pre-Training : Total ... Years...Months.
 - (B) Post-Training : Total ... Years...Months.
6. Have you taken co-operative Training ? :
7. If so, the which institution (write the name of the institution). :
- (A) How many times you had training ? :
- (B) What is the duration of the training ? :Years....Months.
- (C) Were you deputed by institution for training. : Yes/No.
- (D) Did you go for training willingly or on the compulsion of the institution ? : Willingly/Due to compulsion.
- (E) Did you get leave with during the training period ? : Yes/No.
- (F) Who bore the training expenses ? : Institution/Self

8. What were the reasons for training ? (Give preferential numbers to the following reasons).

- 1. Promotion ()
- 2. Increase in Salary ()
- 3. Increase of the efficiency ()
- 4. To get more knowledge ()
- 5. To get more legal knowledge ()
- 6. Because of compulsion ()
- 7. To get rest from the work ()
- 8. For the development of the institution. ()
- 9. To get full knowledge in connection with co-op. institution. ()

10.

9. What new experience did you gain during training ?

- 1. Got legal information to run the co-operative institutions,
- 2. The procedure of conducting the meeting.
- 3. The procedure of accounting, preparation of the annual reports and the balance sheet.
- 4. Information regarding record keeping.
- 5. Banking transaction.
- 6. Good relation with members.
- 7. Any other (Give explanation).

(A) In what other business transactions do you feel it necessary to get some more information.

- (1)
- {2}
- {3}

10. Had you any benefit from this training in your service ? : Yes/No/To some extent.

- 11. Did you get any help from this training to become more accurate in your work ? : Yes/No/To some extent
- 12. Do you find any improvement in your skill on account of training ? : Yes/No/To some extent
- 13. Did you this training help you in improvement of your effieicne ? : Yes/No/To some extent
- 14. Did this training benefit you while transacting with customers. ? : Yes/No/To some extent
- 15. Did the training benefit you in your dealings with Board of Directors and the higher authorities ? : Yes/No/To some extent
- 16. Is there any addition to your knowledge because of the training ? : Yes/No/To some extent
- 17. Was it possible for you to get promotion after training. : Yes / No.
- 18. Did your training help you get any idea for the benefit of the shareholders and the institu-tion ? : Yes / No.
 - (A) If so, which : (1)
 (2)
 (3)
 - (B) Is it brought to the notice of higher authori-ties. : Yes / No.
 - (C) If so, is it in practice? : Yes / No.
 - (D) Have the suggested ideas helped the institution in its development ? : Yes/No/To some extent
- 19. Have you extended the benefit of your training to your colleagues ? : Yes/No/To some extent.
 - (a) If so, in what respects ? : (1)
 (2)
 (3)

20. Do you find any difference : Yes/No/To some extent
between training and practice ?

(A) If so, in what respect : (1)
(2)
(3)

21. Do you feel that the co-opera- :
tive training is necessary
for co-operative employees ?

22. Do you suggest any remedies or changes in the training
on the basis of the subjects of training and its
practicability ? (Give the preferential number to the
following suggestions).

1. Stress should be given on ()
practical training.

2. Legal knowledge should be given ()
in training.

3. Knowledge of new techniques should ()
be there.

4. Training should be "in house" ()
training.

5. Training should be given more ()
frequently.

6. More practical knowledge should be ()
given by arranging visits to
different co-operative institution.

