

**APPENDIX**



**QUESTIONNAIRE**

QUESTIONNAIRE(A) Personal Data:

Name of the Organization : SHRI SHAHU CHHATRAPATI MILLS

Name of the Respondent : \_\_\_\_\_

Age (in years) : \_\_\_\_\_

Sex :  Male  Female

Designation : \_\_\_\_\_

Department : \_\_\_\_\_

Educational Qualifications : \_\_\_\_\_

Experience (in years) : \_\_\_\_\_

## (B)

1. Which type of planning is used in the Mill?  
Why?
2. What are difficulties faced in the planning?
3. From where the cotton for the mill is purchased?
4. What is the actual process of selling the cloth?
5. Is there any Planning and Development Department for making various plans?
6. Which type of organizational structure is used in the Mill?
7. How many departments are there in the Mill?
8. Which type of committees are formed in the Mill?

9. What are the welfare facilities available to the workers in the Mill?
10. Do the workers participate in the management of the Mill?
11. What is the procedure of recruitment in the Mill?
12. What methods are followed by the Mill for recruitment and selection?
13. What are the external sources used for recruitment in the industry?
14. What is the specific nature of training?
15. At which level, it is given?
16. Who imparts training?
17. Are the employees given promotion chances?
18. If Yes, what is the basis?
19. How do you communicate with your employees?
20. What is the main channel of communication in the Mill?
21. Are you satisfied with the communication system?
22. What is the actual practice of motivation in the organization?
23. Are proper directions given to the workers about their work?
24. What are the techniques of direction used in your organization?

25. Who directs whom?
26. Who is authorised to do what?
27. Explain superior and subordinate relations.
28. Which authorities are delegated to subordinates?
29. Is there proper delegation of authority and responsibility in the organization?
30. Do the subordinates get sufficient authority to do their job well?
31. What measures do you adopt to control the activities?
32. Do you evaluate the performance of your subordinates frequently?
33. Do you follow MIS for management process?
34. Which type of information is collected and when?
35. Do you use computerized information system?

Why?

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