

Case number

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EMPLOYEE EMPOWERMENT QUESTIONNAIRE

I am conducting research on the level of transformation, in your organisation. For this purpose I will need your assistance. Different aspects were identified on which I want to ask your opinion. Please answer the questions as honestly as possible and answer them as you see them in your work context.

All questions are completed anonymously and will be treated confidentially. The questionnaire consists of 8 pages and should not take more than 20 minutes to complete. There are no right or wrong answers to opinion related questions. Please indicate your answers by marking the relevant square with a cross or fill in your answer where necessary,

EXAMPLE:

If female, mark 2 as follows:

Gender:

Male

1
<input checked="" type="checkbox"/>

Female

Thank you kindly for your willingness to assist.

Although your name and address is unknown to us, we do need to know a few facts about you. We therefore request your cooperation in furnishing the following information.

Section A

1. Gender: Male 1
Female 2

2. Home language, i.e. **the language you most often speak at home:**
Afrikaans 1
English 2
Zulu 3
Other 4

If other please specify:

.....

3. Age: years

4. Marital status: Single 1
Divorced 2
Married 3
Cohabiting (Living together) 4
Separated 5
Widowed 6

5. What is your highest educational qualification?
- No schooling 1
Grade 4 or lower 2
Grade 5 – 7 3
Grade 8 – 10 4
Grade 11 – 12 5
Post school diploma or certificate 6
Baccalaureus degree 7
Honours degree 8
Master's degree 9
Doctoral degree 10
Other 11

If other, please specify:

.....

6. Number of completed years of service at *Allwear*:

0
1 – 2
3 – 5
6 – 10
11 – 14
15 – 20
21 +

7. Please indicate if you are paid weekly or monthly:

Weekly	<table border="1"><tr><td>1</td></tr></table>	1
1		
Monthly	<table border="1"><tr><td>2</td></tr></table>	2
2		

8. Are you a qualified worker or are you a learner?

Qualified
Learner

If you are a qualified worker, go to question 10.

If you are a learner, proceed with the following questions.

TO BE COMPLETED BY LEARNERS ONLY:

9.a If you are a learner, for how many months have you now been in training?

Less than one month	1
At least 1 but less than 2 months	2
At least 2 but less than 3 months	3
At least 3 but less than 4 months	4
At least 4 but less than 5 months	5
At least 5 but less than 6 months	6
At least 6 but less than 7 months	7
8 – 18 months	8
19 – 24 months	9
More than 24 months	10

9.b What type of learner are you?

General worker - learner	1
Machinist - learner	2
Supervisor - learner	3

TO BE COMPLETED BY QUALIFIED WORKERS ONLY

10. What type of qualified worker are you?

General worker	1
Machinist	2
Supervisor	3
Mechanic	4
Assistant line manager	5
Line manager	6
Admin	7
Management	8

SECTION B

These questions should be answered from a work related perspective. Do not speculate too long before you answer. The first answer that comes to mind is usually the most valid one. Answer each question using the following scale:

	Never	Seldom	Sometimes	Often	Always
1. I feel enthusiastic about my work.	1	2	3	4	5
2. I am satisfied with the work I do.	1	2	3	4	5
3. I work well.	1	2	3	4	5
4. My opinion is asked before changes are made in the way I work.	1	2	3	4	5
5. If I have a problem I can directly talk to management.	1	2	3	4	5
6. I know what my job requires from me.	1	2	3	4	5
7. My work motivates me.	1	2	3	4	5
8. I take initiative at work.	1	2	3	4	5
9. I am bored with my work.	1	2	3	4	5
10. Management sets a good example to employees.	1	2	3	4	5
11. People acknowledge it when I do my work well.	1	2	3	4	5
12. Management tries to solve my work related problems.	1	2	3	4	5
13. I know exactly what I have to do in my work.	1	2	3	4	5
14. I am rewarded for work well done.	1	2	3	4	5
15. Management takes advantage of me.	1	2	3	4	5
16. Management treats me fairly.	1	2	3	4	5
17. I am afraid that I may loose my job.	1	2	3	4	5
18. I do more than what is expected of me at work.	1	2	3	4	5

	Never	Seldom	Sometimes	Often	Always
19. My work is fairly routine.	1	2	3	4	5
20. I know what work I must complete every day	1	2	3	4	5
21. I am able to do what is expected of me.	1	2	3	4	5
22. I understand what my responsibilities are at work.	1	2	3	4	5

SECTION C

These questions should be answered from a work related perspective. Please mark your choice clearly with an **X**. Do not speculate too long before you answer. The first answer that comes to mind is usually the most valid one.

You are requested to answer the following questions by marking either the box containing 'Yes' or 'No' with **X**.

Please use the following scale in answering the questions in this section:

Example:

Yes
1

No
2

(Answer = No)

	Yes	No
1. Did you get feedback on your work performance in the last three months?	1	2
2. Have you had a written warning in the last three months?	1	2
3. Have you had a disciplinary hearing in the last three months?	1	2
4. Have you been involved in any racial incident at work in the last three months?	1	2
5. Has your salary changed from weekly to monthly in the last three months?	1	2
6. Have any of your family members received a bursary from <i>Allwear</i> ?	1	2
7. Have you had a promotion at work in the last three months?	1	2
8. Has any of your ideas been implemented at work in the last three months?	1	2
9. Do you have a supervisor?	1	2
10. Have you been given your job description verbally?	1	2
11. Have you been given your job description in written format?	1	2
12. Have you received in-job training in the last three months?	1	2
13. Do you always have a 30-minute lunch break?	1	2
14. Do you always get tea during your tea break?	1	2
15. Have you been threatened in any way by another employee at <i>Allwear</i> in the last three months?	1	2

	Yes	No
16. Does your supervisor tell you what to do on a daily basis?	1	2
17. Compared to three months ago are you doing different tasks today?	1	2
18. Do you know if your company has a mission statement?	1	2
19. If yes do you know what it means?	1	2
20. If no, should <i>Allwear</i> have a mission statement?	1	2

THANK YOU