

**NTEU Chapter 282
 FDA Headquarters and Baltimore District
 (DC, MD, VA, WV)
 Union Exit Interview for Bargaining Unit Employees**

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| Last Name | First Name | Middle Initial |
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| Title | Series | Grade/Step |
|-------|--------|------------|

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|-----------------|------------------|---|
| Center\Division | Years in Service | (Bue or Non-bue, select one) Bargaining Status |
|-----------------|------------------|---|

| | |
|-----------|--------------------|
| Telephone | Home Email Address |
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First Line Supervisor's Name

Second Line Supervisor's Name

Please provide answers to the following questions. Do not use more than 30 words.

Did anything trigger your decision to leave FDA?

If you are a probationary employee, are you resigning because you received a proposal to remove you from federal service?

Specific Duties/Workload

What was most satisfying about your job?

What was least satisfying about your job?

What would you change about your job?

Did you receive sufficient training to do your job effectively?

Were you allowed the time to take advantage of training that was offered?

Did you receive adequate support to do your job?

Were you offered or did you ask for a mentor?

Was your workload equitable?

Were you able to keep up with your work load and meet deadlines? If not, were you proactive in discussing this with your supervisor?

Of the 8 hour workday, how many hours did you take to complete your assignments and meet your deadlines? Be specific and indicate if the time routinely exceeded 8 hours.

How often did you work on weekends to complete your work and meet deadlines? Was your supervisor supportive of the additional hours you put in? Were you recognized for your efforts?

Supervision and Performance Evaluation

How do you rate your supervisor and the supervision that you personally received? Please be specific as to why you are giving this rating.

What could your immediate supervisor do to improve his or her management style?

Did your supervisor make him- or herself available to discuss any issues or concerns that you had? Did they effectively listened and attempt to provide you with resolution f the issues?

Were you satisfied with FDA's performance review process? Do you view it as fair and equitable?

Did you receive sufficient feedback about your performance between performance reviews?

Did any FDA policies or procedures (or any other obstacles) make your job more difficult than it should have been?

Were you interested in advancement? Were you given a fair opportunity for advancement?

Based on your experience with us, what do you think it takes to succeed at FDA?

Pay, Benefits and Other Incentives

Were you satisfied with your salary and the opportunities for salary increases?

Were you happy with the benefits?

Were incentives fairly applied and given for appropriate reasons?

Would you make any changes to incentive pay?

Immediate Work Environment and FDA in General

How do you rate your work environment?

Did supervisors/management foster a collegial environment?

Were you treated with respect by co-workers? Did you ever have concerns about treatment from a co-worker? If so, did you bring this to the attention of your manager or supervisor?

Did anyone in FDA discriminate against you, harass you or cause hostile work environment for you? Did you bring this to the attention of your supervisor or the Union?

What did you like most about working at FDA?

What did you like least about working at FDA?

What does your new position/company offer that FDA does not? If this was available at the FDA would you stay?

Before deciding to leave, did you investigate an internal FDA transfer?

Can FDA do anything to encourage you to stay?

Would you consider working again for FDA in the future?

Would you recommend working for FDA to your family and friends?

Do you have any other comments?