
ACTIVITY 12.10 | Morale-and-Workgroup-Cohesiveness-Observation Checklist

Check those statements that describe your staff most of the time.

- Employees of different groups help one another without being asked.
 - Staff members eat lunch and spend breaks in mixed groups.
 - Employees talk freely and openly with one another.
 - There are no cliques or in-group/out-group divisions among staff.
 - Employees take initiative in solving problems and making suggestions about improvements.
 - Employees do not blame one another for problems.
 - Employees freely voice their views to their manager.
 - Employees are proud to work in this department/unit/division.
 - There is low absenteeism.
 - There is low turnover.
 - There is laughter and good-natured humor in the workgroup.
 - No employees are left out of workgroup camaraderie.
 - Employees of different backgrounds work together cooperatively.
 - There is little friction between staff from different cultures or groups.
 - There is seldom petty gossiping or backstabbing.
 - Employees are willing to help each other out during stressful or demanding times.
 - The workload is shared equitably by all.
 - Employees celebrate together.
 - Employees make an effort to help newcomers become part of the team.
 - Employees go out of their way to understand employees whose English is limited or accented.
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