

Workplace climate questionnaire

Printable template to adapt

Instructions and limits

Respond freely. Responses are optional. This template describes perceptions of collective work and is not a validated psychometric scale.

For the past four weeks, check or circle one response per statement. 1 = strongly disagree; 2 = somewhat disagree; 3 = neither agree nor disagree; 4 = somewhat agree; 5 = strongly agree; NR = not applicable / prefer not to answer.

Q01 I know the priorities for my work.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q02 When requests conflict, I know who can decide which takes priority.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q03 The workload expected of me fits the time I have available.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q04 I can raise a workload issue and discuss adjustments to the work.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q05 I have the information I need to carry out my work.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q06 The tools and resources available enable me to carry out the work expected.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q07 I can get help when my work requires it.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

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Questions continued

Q08 Coordination between teams makes it easier to get work done.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q09 I can express disagreement about work organization in respectful discussions.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q10 When difficulties are raised, we receive feedback on the next steps being considered.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q11 I understand the reasons for decisions that change my work.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

Q12 Announced changes come with identified resources for implementation.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ NR

O01 What practical change in work organization would help you most? Do not include names or details that could identify anyone.

Facilitation and limits

Brainmood

Before sharing: state scope, the four-week reference period, access to responses and feedback date.

Reading: valid responses = 1 to 5. Keep NR and blanks separate. Favorable share = $(4 + 5) / \text{valid responses}$. If no valid response, show “not calculable”.

Privacy: removing names does not guarantee anonymity. Assess re-identification risks from small groups, combinations and comments.

After feedback: discuss work situations, choose one or two actions and announce a follow-up date.