



RESIGNATION FORM

NAME _____ **Clock #** _____

I hereby voluntarily terminate my employment effective _____

REASON FOR TERMINATION: (Check all that apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> Another Job | <input type="checkbox"/> Hourly Wage | <input type="checkbox"/> Co-Worker Conflict |
| <input type="checkbox"/> Returning to School | <input type="checkbox"/> Hours of Work (Shift) | <input type="checkbox"/> Supervisor Conflict |
| <input type="checkbox"/> Moving from Area | <input type="checkbox"/> Working Conditions | <input type="checkbox"/> Nature or Type of Work |
| <input type="checkbox"/> Home Responsibilities | <input type="checkbox"/> Transportation | <input type="checkbox"/> Long Layoffs |
| <input type="checkbox"/> Retirement | <input type="checkbox"/> Limited Career Opportunity | <input type="checkbox"/> Want Temp. Work Only |
| <input type="checkbox"/> Health Reasons | <input type="checkbox"/> Lack of Training | Other _____ |

EXIT SURVEY: (Any comments about wages, benefits, likes or dislikes about your job.)

SIGNATURE _____ **Date** _____

EXIT SURVEY - OPTIONAL QUESTIONS (Mark "Y" for YES, "N" for NO.)

Your Manager...	Work Environment
Provided you adequate job training?	The job was what I expected?
Provided feedback on your job performance?	Was your work was meaningful?
Gave you recognition for good work?	I made friends at Suzlon?
Acted friendly and helpful?	Suzlon has a friendly work environment?
Spent enough time with me?	Does Suzlon provide good wages?
Provided fair on-the-job treatment?	Does Suzlon provide good benefits?
SAFETY - Suzlon or your Manager...	Did Suzlon give me a feeling of job security?
Corrected problems within a reasonable time-frame?	Layoffs were a major factor in my quitting?
Provides adequate safety training?	COMMUNICATION - Suzlon...
Gives recognition for being safe?	Informed you of changes for your work area?
Sets a positive example regarding safety?	Informed you about plant plans or changes?
Sets a positive example regarding safety?	Actively listened to you?
QUALITY - Suzlon Management...	Actively listened to you?
Shows a concern about quality?	EMPLOYMENT
Sets a positive example for Suzlon quality?	If given the chance, I would like work for Suzlon again some day?
Never compromises Quality standards	If given the chance, I would recommend to friends or others to work for Suzlon?
Provided a clear understanding of Quality expectations	If you had the opportunity to suggest changes on how Suzlon is managed, would you? You may use the reverse side of this form for comments.
Monitors how well products produced meet Quality expectations?	
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