



SHILLONG COLLEGE

Boyce Road, Laitumkhrach,
Shillong -793003

FEEDBACK FORM FOR NON-TEACHING STAFF

Dear Sir/Madam,

We shall very much appreciate if you can spare some of your valuable time to fill up this feedback form and give us your valuable views and inputs for further improvement of the institute. Kindly tick and indicate on the below parameters to ensure the success of this exercise.

Parameters	Excellent	Very Good	Good	Fair	Poor
1. Infrastructure facilities (Space, ventilation, lighting, toilet, etc)					
2. Duty assignment					
3. Office organisation					
4. Office timing					
5. Office Supervision					
6. Staff training & development program					
7. Grievance redress					
8. Canteen facilities					
9. Internet/Wi-Fi facilities					
10. Management support & cooperation					
11. Punctuality & discipline					
12. Leave administration					
13. Staff-student relationship					
14. Quarter facilities					
15. Emergency medical facilities					
16. Relationship with other organisation & agencies					
17. Staff welfare					
18. Recreational facilities					
19. Overall Academic & College environment					
20. Suggestions for improvement (if any) :					

(THANK YOU VERY MUCH FOR YOUR PARTICIPATION)

Signature with Date: