

Conflict Management Survey Template

All questions are optional. Follow each question's directions.

Write your answers to the open questions in the space provided.

These questions concern how to find help with a workplace disagreement. They are not a way to submit a complaint or request urgent assistance. Use the reporting channels provided above for an individual concern. You may skip any question. Do not include names or details of a specific incident.

1. How clear is it where to find information about getting help with a workplace disagreement?

- ☐ Not at all clear
- ☐ Slightly clear
- ☐ Moderately clear
- ☐ Very clear
- ☐ Extremely clear
- ☐ I have not looked for this information

2. Do you know which person or team to contact first for guidance?

- ☐ Yes
- ☐ No
- ☐ Not sure
- ☐ Prefer not to answer

3. How clear are the next steps after someone asks for help?

- ☐ Not at all clear
- ☐ Slightly clear
- ☐ Moderately clear
- ☐ Very clear
- ☐ Extremely clear
- ☐ I have not seen an explanation

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4. How clear is the explanation of who may see information shared through that process?

- ☐ Not at all clear
- ☐ Slightly clear
- ☐ Moderately clear
- ☐ Very clear
- ☐ Extremely clear
- ☐ I have not seen an explanation

5. How easy would it be to access the stated support route during your normal work arrangements?

- ☐ Very difficult
- ☐ Somewhat difficult
- ☐ Neither easy nor difficult
- ☐ Somewhat easy
- ☐ Very easy
- ☐ I do not know the route
- ☐ Prefer not to answer

6. Which information would be most useful to clarify?

- ☐ Where to start
- ☐ What happens next
- ☐ Expected response times
- ☐ Who sees the information
- ☐ An alternative contact if the first route is unsuitable
- ☐ Another topic
- ☐ No clarification needed
- ☐ Not sure

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7. What change would make the support process easier to understand or access?
