

# National Health Systems Resource Centre

Ministry of Health & Family Welfare, Government Of India, New Delhi

## EXIT INTERVIEW FORM

(Please Note: You can use extra sheets of paper if the space provided is not enough.)

CONSULTANT INFORMATION			
Name			
Date Of Joining			
Designation			
Division / Dept			
Advisor / HOD			
Resignation Date		Last Working Date	

FUTURE CONTACT DETAILS			
Apartment/ House No.			
Street / Area			
City / District		State	
PIN Code			
Phone / Mobile Number			
Email Id			

1. Please select the factors which have prompted you to leave us.

S.No	Reason	Details (Prioritize If More Than One)
1	Further studies	
2	Health Factors	
3	Marriage / Family	
4	Better Opportunity / Salary	
5	Overseas Opportunity	
6	Job Different from expectation	
7	Work not challenging	
8	Work culture	
9	Working Hours	
10	More responsibilities	
11	Lack of Co-operation	
12	Recognition	
13	Others: specify	

**2. List your expectations when you joined the Organisation & have your expectations satisfied?**

S.No	Expectations	Were these expectations met?

**3. What according to you are the positive points about the Organisation?**

S.No	Positive Points	Additional Suggestions

**4. What according to you are the negative points about the Organisation?**

S.No	Negative Points	Suggestions To Address These

**5. Where are you joining now and at what capacity? [Company Name, Location, Designation, Salary]**

**Undertaking**

I hereby undertake that I shall not violate any of the Confidentiality clauses of NHSRC in future.

**Signature:**

**Date:**

**Manager  
Human Resources Department**

**Comments (If Any) -----**