IE Network Solutions



WE LISTEN TO OUR PEOPLE FOR CONTINUOUS IMPROVEMENT



TABLE OF CONTENTS

- 01 Employee Engagement Survey
- **02** Onboarding Survey
- **03** Exit Interview
- 04 Employee Suggestion Program
- **05** Office Facility survey
- 06 Fleet Department Survey
- 07 360 degree feedback system
- **08** Great Management Survey
- 09 One on One session

INTRODUCTION

The employee survey and one-on-one session are tools used to assess, quantify and analyze how satisfied and happy our employees are with their jobs. It is used to identify and understand the motivation, commitment, performance and other essential factors that have a direct impact at all levels of our organization.

IE Network Solutions believes that the most valuable asset is its People, as our company's success is dependent on their motivation, commitment, and performance. Surveys are a simple and effective approach to understand the condition of our team. The findings show how to improve and respond correctly to the needs or problems that may affect our business, even from a preventative stance.

We have various types of surveys that we conduct in our company on a quarterly basis.

EMPLOYEE ENGAGEMENT SURVEY

Every quarter, our company conducts an employee engagement survey. The overall goal of employee engagement is to increase productivity, work quality, and retain top talent from individuals. This survey is conducted to determine the factors that motivate employees to perform at their best, as well as those that can demotivate them. It's critical to achieve alignment between what top management gives and what people demand, or vice versa.



01. I receive constructive feedback from my manager



02. I receive constructive feedback from my manager



03. I receive constructive feedback from my manager



04. I receive constructive feedback from my manager

ONBOARDING SURVEY

Employee onboarding allows new employees to quickly adjust and become familiar with the company system, which will benefit them in the long run. IE's onboarding process is different from others in that it engages new workers more, allowing them to adapt to the system, the firm, and engage in new ways. The Questions Include



01. I was provided accurate and sufficient information about IE Networks Solution Plc during the recruitment process.



02. I understand how my role contributes to the organizational goals



03. I feel welcomed by my team



04. I feel like I fit in IE Networks company culture.



05. I receive constructive feedback from my manager

EXIT INTERVIEW

An interview is held with an employee about to leave an organization, typically in order to discuss the employee's reasons for leaving and their experience of working for the organization. The Questions Include:



01. I What is the Reason for leaving?



02. Did you feel that you were treated with respect & responsibility by co- employees and management?



03. Was the working condition satisfactory? Was your pay adequate?



04. Do you have any suggestions for improving company management?

EMPLOYEE SUGGESTION PROGRAM

This is a program used by our company to solicit employee ideas in order to improve the company's procedures and/or products. It's a structured mechanism for rewarding employees who submit ideas that help the organization save money or improve employee safety or efficiency. The Questions Include:



01. What do you observe lately that needs to be improved in our Company?



O2. Was there a recent team discussion or meeting where you did not get to share your thoughts? Would you like to share them now?



03. What kind of things do you want to see in your company?

FLEET DEPARTMENT SURVEY

This is a department that manages a number of cars and focuses on dispatch. The Questions Include :



01. I am satisfied with the car request response.



02. I am satisfied with field car request and support



03. I get fleet team support while I have urgent matters

OFFICE FACILITY SURVEY

This survey form was sent to uncover the answers to the main issues that were raised in-office facility department,

The Questions Include:



01. Solving my problem from office facility team is easy



02. The process to address my inquiry is fast and smooth



03. There is satisfactory sanitary at the office

360 DEGREE FEEDBACK SYSTEM

Managers and leaders within organizations use 360 feedback surveys to get a better understanding of their strengths and weaknesses. The 360 feedback system automatically tabulates the results and presents them in a format that helps the feedback recipient create a development plan. The Ouestions Include:



01. Supports a team environment by recognizing and rewarding collaboration, cooperation and activities contributing to others' success.



02. Encourages others to express different ideas and perspectives.



03. Uses a coaching management style, rather than an authoritarian boss management style



04. Encourages and supports my involvement in training and development activities and events

GREAT MANAGEMENT SURVEY

Great Management feedback is a system or process in which managers receive confidential, anonymous feedback from their subordinates. The Questions Include:



01. My Manager leads with example (walk the talk, a morning person, accountable, transparent, and honest.)



02. My manager gives me opportunities to develop and grow, offers useful feedback, and holds consistent 1-on-1 meetings with me.



03. My Manager works to teach, motivate and to develop our team

ONE ON ONE SESSION

Referring to a situation in which two parties come into direct contact, opposition, or correspondence. In this session team members and managers seat together to discuss some of the issues listed below. The Questions Include:



01. What would you like to focus on in this one-on-one meeting?



02. What is a big, audacious goal that you achieve this quarter?



03. What are your long-term goals? Are you making progress On them?



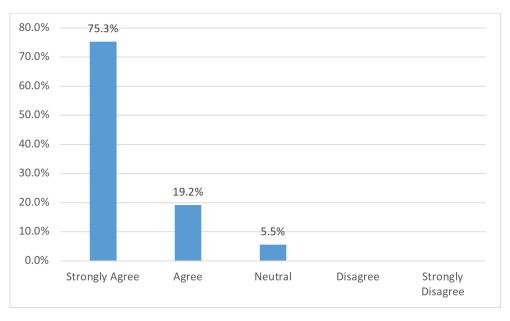
04. Would you like to learn about or focus on any particular aspect of your job?

For each survey and One on One session we prepare an Action plan in order to sequence the steps that must be taken or activities that must be performed well in order to mitigate the issues mentioned,

These surveys have assisted us in empowering our employees, assisting us in making decisions, reducing retention by identifying areas for improvement, and overall helping us improve our employees' performance. Thus, a company that views its employees as an asset will go a long way toward contributing to the company's success and lowering the costs associated with talent flight.

Additionally, conducting surveys can assist a company in strengthening that link and improving its employees' productivity.

Here is a sample of a satisfaction response from one of the surveys we conduct this quarter, the "Employee Engagement Survey"



To summarize the responses 75.3% (55) strongly agree, 19.2% (14) agree, neutral 5.5% (4) on the question that their proud to work for IE Networks solutions and will recommend it as a good place to work.