



**Harris County District Attorney's
Office
EXIT INTERVIEW FORM**

*Plaghe
+ Badge
PJA*

The Exit Interview process is your opportunity to provide valuable feedback on your time here with the department. Your feedback will assist in continuing to improve working conditions and morale in the work place. It will also help the department in its strategic efforts in creating and maintaining an effective workforce.

DEMOGRAPHICS					
Employee Name	Daniel Wayne Simons	Employee Number	138086		
Recent Job Title	Assistant District Attorney	Interview Date	5/11/2017		
Bureau/Program Name		Last Work Date	5/12/2017		
Division Name	Trial Bureau	Supervisor Name	Lisa Porter		
Check your Racial/Ethnic Grouping	<input type="checkbox"/> Black, not of Hispanic origin	<input checked="" type="checkbox"/> White, not of Hispanic origin	<input type="checkbox"/> Hispanic		
	<input type="checkbox"/> Asian or Pacific Islander	<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> No Response		
REASONS FOR LEAVING					
Check the primary reason for leaving HCDAO	<input checked="" type="checkbox"/> Resignation	<input type="checkbox"/> Department Transfer	<input type="checkbox"/> Other (please Specify) _____		
	<input type="checkbox"/> Retirement	<input type="checkbox"/> Termination	_____		
Which of these statement most accurately represent the primary reason for leaving the department (select one primary reason)					
<input type="checkbox"/> Better Pay / Benefits	<input type="checkbox"/> Return to school	<input type="checkbox"/> Lack of promotion / advancement opportunities	<input checked="" type="checkbox"/> Supervisor Issues		
<input type="checkbox"/> Different career path	<input type="checkbox"/> Commuting hardships	<input type="checkbox"/> More challenging job opportunities	<input type="checkbox"/> Working Conditions		
<input type="checkbox"/> personal / Family Health	<input type="checkbox"/> Child / Family Care Issues	<input type="checkbox"/> Unresolved Discrimination Practices	<input type="checkbox"/> Self-Employment		
<input type="checkbox"/> Relocation	<input type="checkbox"/> Other (Specify) _____				
Which of these statement most accurately represent other secondary reasons for leaving the department (select 3 secondary reasons)					
<input checked="" type="checkbox"/> Hostile work environment	<input type="checkbox"/> Lack of clear expectations	<input type="checkbox"/> Lack of training opportunities	<input type="checkbox"/> Better Pay / Benefits		
<input checked="" type="checkbox"/> supervisor issues	<input type="checkbox"/> Lack of leadership in work area	<input type="checkbox"/> Unreasonable distribution of workload	<input type="checkbox"/> Commuting hardships		
<input type="checkbox"/> personal / Family Health	<input type="checkbox"/> Child / Family Care Issues	<input type="checkbox"/> Lack of tools and resources for my job	<input type="checkbox"/> Return to School		
<input type="checkbox"/> Leaving Houston	<input checked="" type="checkbox"/> Other (Specify) <u>Fail to promote timely</u> Fail to promote timely				
DEPARTMENT POLICIES					
Does the Department have clearly defined Policies and Procedures in Place?		<input type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Unsure		
Rate your experience of how the Policies and Procedures of the Department were enforced with regards to these statements?					
	Excellent	Above Average	Average	Poor	Extremely Poor
Well Managed	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clear Expectations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fair Workplace	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AVAILABILITY OF WORK RESOURCES

Do you feel you had the resources and support necessary to accomplish your job? Yes No Unsure

If No, please specify what is missing? *Need more personal* **Need more personnel [personnel]**

Rate your experience of the availability of work resources necessary to accomplish your job at your work location?

<u>Excellent</u>	<u>Above Average</u>	<u>Average</u>	<u>Poor</u>	<u>Extremely Poor</u>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUPERVISOR RELATIONS

How would you rate the relationship with your supervisor? (Use the scale to rate the quality of the relationship)

<u>Excellent</u>	<u>Above Average</u>	<u>Average</u>	<u>Poor</u>	<u>Extremely Poor</u>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What could your supervisor do to improve their management style and skill? (choose all that apply)

- Practice Positive Reinforcement
- Provide Clearer Communications
- Utilize Active Listening Skills
- Maintain Confidentiality
- Provide Clearer Job Assignments
- Strengthen Leadership in Work Area
- Provide Frequent Reviews of Job Goals
- Encourage Fair Disciplinary Measures

Other (please specify)

FURTHER COMMENTS

What changes would you recommend the department make? *Change the environment from High School to professional. Get rid of people trying to step on others to move up & replace w/people that are willing to help others up.*

Is there anything, in relation to your job, that had it changed might have persuaded you to stay longer? If so what? **Change the environment from High School to professional. Get rid of people trying to step on others to move up & replace w/people that are willing to help others up**

What did you like best about working in the department? *I love the trials & seeking justice*
I love the trials & seeking justice

What did you like least about working in your department? *The politics. This job does not reward hard work, efficiency, or effectiveness. It rewards based on your ability to be political.*

Are there any other comments you would like to include? **The politics. This job does not reward hard work, efficiency or effectiveness. It rewards based on your ability to be political.**


Employee Signature

5-11-17
Date

Human Resources Rep Signature

Date