

# Conditions of Quality Checklist

Use this worksheet whenever you are not getting the results you want in a Manager/Worker Relationship. First, write a brief synopsis of the situation and then, answer the self-evaluation questions that follow. Depending on your answers, you will be congratulating yourself on a job well done or you will be developing a plan to do things better in the near future.

**Briefly describe the situation:**

**Does this person feel safe at work and with you:**

**Does this person know you care about him/her:**

**Does this person have good relationships with co-workers**

**Is this person connected with upper management**

**Does this person understand his/her role in the mission and vision of the company/agency/group:**

**Does this person know he/she is important to you and the job:**

**Does this worker feel listened to**

**Does this worker feel respected:**

**Does this worker have choices in how the job gets done**

**Is the worker free to engage his/her creativity:**

**Does this person have the proper amount of independence at work:**

**Is this person having any fun and/or useful learning/training at work:**

**Does the worker sufficiently understand the usefulness of whatever he or she is being asked to do:**

**When the person self-evaluates, does he or she trust you not to hurt him:**

**Does the worker understand and agree to what quality looks like:**

**If you can honestly answer yes to these questions, then you are doing a great job. If you answered no to any, then develop a plan to correct that situation.**