

Exit Interview Questionnaire for Employee Layoffs

Conducting an **exit interview questionnaire** for employee layoffs helps organizations gather valuable feedback and insights about the layoff process. This information can improve future decision-making and support strategies for workforce management. It also fosters transparent communication during challenging transitions.

Exit Interview Questionnaire

Employee Information

Name (optional):

Department:

Position:

Length of Employment:

Layoff Experience

1. How would you describe the communication process about your layoff?

2. Did you feel the layoff process was handled with respect and fairness?

☐ Yes

☐ No

☐ Somewhat

3. Were you provided with sufficient information and support regarding your layoff?

Feedback & Suggestions

4. What aspects of the layoff process worked well?

5. What could have been handled better during your transition?

6. Any additional comments or suggestions?

Submit

