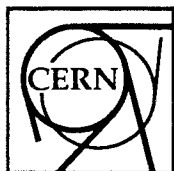


# Bulletin ASSOCIATION du PERSONNEL STAFF ASSOCIATION



Les informations paraissant dans la rubrique "Association du Personnel" sont publiées sous la seule responsabilité de l'Association du Personnel du CERN.

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## RESULTS OF THE STAFF ASSOCIATION QUESTIONNAIRE ON ANNUAL INTERVIEWS 1992 (2ND PART)

Following our article in Bulletin No. 30/92, we give below the global replies to the Staff Association questionnaire on annual interviews 1992. One can see that, globally, these interviews went well.

|                         |     |    |
|-------------------------|-----|----|
| Total number of replies | 832 |    |
| no interview            | 8   | 1% |

question: number of replies and %<sup>1</sup> of replies

|                           |                          | Number | %     |
|---------------------------|--------------------------|--------|-------|
| satisfactory interview    | yes                      | 711    | 85.5% |
|                           | no                       | 76     | 9.1%  |
| interview was with        | direct supervisor        | 773    | 93.8% |
|                           | section leader           | 9      | 1.1%  |
|                           | group leader             | 14     | 1.7%  |
|                           | division leader          | 4      | 0.5%  |
|                           | project leader           | 8      | 1.0%  |
| the meeting was announced | the same day             | 33     | 4.0%  |
|                           | one day before           | 20     | 2.4%  |
|                           | 2 days before            | 37     | 4.4%  |
|                           | 3 days before            | 42     | 5.1%  |
|                           | 1 week before            | 296    | 35.9% |
|                           | 2 weeks before           | 95     | 11.5% |
|                           | 3 to 4 weeks before      | 219    | 26.6% |
|                           | more than 4 weeks before | 29     | 3.5%  |

hence 132 interviews (16%) were announced only a few days before, not leaving the time foreseen (at least a week) to prepare for the interview by the staff member, whereas the others were announced sufficiently in advance.

|                     |                           |     |       |
|---------------------|---------------------------|-----|-------|
| length of interview | less than 15 minutes      | 16  | 1.9%  |
|                     | between 15 and 30 minutes | 109 | 13.2% |
|                     | between 30 and 60 minutes | 288 | 35.0% |
|                     | between 1 and 1 1/2 hours | 128 | 15.5% |
|                     | between 1 1/2 and 2 hours | 157 | 19.1% |
|                     | between 2 to 4 hours      | 76  | 9.2%  |

hence some interviews appear to have been very short...but

<sup>1</sup> of the 824 replies with an annual interview

|                           |     |     |       |
|---------------------------|-----|-----|-------|
| the length was sufficient | yes | 773 | 93.8% |
|                           | no  | 26  | 3.1%  |

|                                                         |                           |   |  |
|---------------------------------------------------------|---------------------------|---|--|
| amongst those who found<br>the length was insufficient: | less than 15 minutes      | 4 |  |
|                                                         | between 15 and 30 minutes | 9 |  |
|                                                         | between 30 and 60 minutes | 9 |  |
|                                                         | between 1 and 1 1/2 hours | 3 |  |
|                                                         | no reply                  | 1 |  |

|                                           |     |     |       |
|-------------------------------------------|-----|-----|-------|
| the interview was free from interruptions | yes | 767 | 93.1% |
|                                           | no  | 58  | 7.0%  |

*the written instructions and those given at the MOAS course clearly specified that the annual interviews must take place without interruption: 58 interviews were interrupted, this is too many.*

|                               |     |     |       |
|-------------------------------|-----|-----|-------|
| all the topics were discussed | yes | 762 | 92.5% |
|                               | no  | 60  | 7.3%  |

*it is a pity that during 60 interviews those concerned could not discuss all the topics that seemed important to them.*

|                                                                      |     |     |       |
|----------------------------------------------------------------------|-----|-----|-------|
| the interview was conducted in a relaxed and<br>constructive climate | yes | 788 | 95.6% |
|                                                                      | no  | 26  | 3.1%  |

*It is a pity (in some replies, the climate was relaxed, but not constructive...)*

|                                                                                                              |     |       |
|--------------------------------------------------------------------------------------------------------------|-----|-------|
| the interview was carried out in good conditions (relaxed<br>and without interruptions) and was satisfactory | 662 | 80.3% |
|--------------------------------------------------------------------------------------------------------------|-----|-------|

|                                                                             |    |      |
|-----------------------------------------------------------------------------|----|------|
| the interview was carried out in good conditions, but was<br>unsatisfactory | 34 | 4.1% |
|-----------------------------------------------------------------------------|----|------|

*(21 could not discuss their advancement, 15 could not talk about their personal development plans and 13 could not discuss either).*

|                                                                      |           |     |       |
|----------------------------------------------------------------------|-----------|-----|-------|
| agreement on the results achieved during the<br>proceeding 12 months | yes       | 762 | 92.5% |
|                                                                      | partially | 3   | 0.4%  |
|                                                                      | no        | 33  | 4.0%  |

|                                                  |           |     |       |
|--------------------------------------------------|-----------|-----|-------|
| objectives for the next 12 months were clarified | yes       | 693 | 84.1% |
|                                                  | partially | 22  | 2.6%  |
|                                                  | no        | 90  | 10.9% |

*This was one of the important objectives of these interviews*

|                               |        |     |       |
|-------------------------------|--------|-----|-------|
| agreement on these objectives | yes    | 703 | 85.3% |
|                               | nearly | 22  | 2.6%  |
|                               | no     | 55  | 6.6%  |

*same remark.*

|                                   |           |     |       |
|-----------------------------------|-----------|-----|-------|
| resources were defined and agreed | yes       | 524 | 63.6% |
|                                   | partially | 34  | 4.1%  |
|                                   | no        | 176 | 21.4% |
|                                   | no reply  | 94  | 11.4% |

*in some cases the resources were defined, but not agreed, that is to say they were considered insufficient. Moreover this essential element of the interview seems to have been omitted in a large number of cases.*

|                                           |     |     |       |
|-------------------------------------------|-----|-----|-------|
| personal development plans were discussed | yes | 621 | 75.4% |
|                                           | no  | 166 | 20.1% |

|                         |           |     |       |
|-------------------------|-----------|-----|-------|
| agreement on this topic | yes       | 564 | 68.4% |
|                         | partially | 13  | 1.6%  |
|                         | no        | 111 | 13.5% |

|                                               |           |     |       |
|-----------------------------------------------|-----------|-----|-------|
| agreement on written evaluation of supervisor | yes       | 751 | 91.1% |
|                                               | partially | 6   | 0.7%  |
|                                               | no        | 37  | 4.4%  |
|                                               | not seen  | 3   | 0.4%  |
| advancement was discussed                     | yes       | 435 | 52.8% |
|                                               | no        | 365 | 44.3% |
| an annual interview is useful                 | yes       | 663 | 80.5% |
|                                               | perhaps   | 13  | 1.6%  |
|                                               | no        | 67  | 8.1%  |
| has made an appeal against career path        | yes       | 128 | 15.5% |
|                                               | no        | 684 | 83.0% |

*hence approximately 45% of those who have appealed replied to our questionnaire, whereas only 25% of the staff in general replied. In another article, we will examine separately their replies.*

|                                       |          |     |       |
|---------------------------------------|----------|-----|-------|
| regular meetings with supervisor      | yes      | 549 | 66.6% |
|                                       | no       | 228 | 27.6% |
| would like to follow training on MOAS | yes      | 382 | 46.4% |
|                                       | perhaps  | 8   | 1.0%  |
|                                       | no       | 228 | 27.7% |
|                                       | no reply | 206 | 25.0% |

*hence there is a strong request by the staff to follow a training course to improve their competence in this area. We will transmit this request to the Administration.*

\* \* \* \* \*

## CONSEIL DU PERSONNEL

La prochaine réunion du Conseil du personnel aura lieu le

**MARDI 4 AOUT 1992, à 14h30**  
**Amphithéâtre du LEP, Bâtiment 30 7ème étage**

## ORDRE DU JOUR

1. Election du Président de séance
2. Adoption de l'ordre du jour
3. Approbation du procès-verbal de la 298ème réunion
4. Présentation des résultats du questionnaire de l'Association sur les entretiens annuels 1992  
*(information et discussion)*
5. Présentation des résultats de la 73ème session du Tribunal Administratif du Bureau International du Travail *(information et discussion)*
6. Dates de réunions 1993 : l'Assemblée générale, les Assises, l'élection du prochain Comité exécutif
7. Autres activités du Comité exécutif
8. Divers

Les réunions du Conseil du personnel sont publiques et vous pouvez y assister.

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