



HUMAN RESOURCE DEVELOPMENT DIVISION

**UP - PHILIPPINE GENERAL HOSPITAL**

2nd floor, Administration Building, UP-PGH, Taft Avenue, Manila, 1000

Tel. (632) 85548400 Local 2051-2055 & 2098 | Email: hrdd.uppgh@up.edu.ph

**EXIT INTERVIEW**

NAME: _____	DATE RESIGNED / RETIRED / COMPLETED _____
POSITION: _____	RESIDENCY: _____
SALARY PER MONTH: _____	DIVISION / DEPT: _____
	UNIT / SEC.: _____

The exit interview is conducted to provide the Human Resource Development Division, PGH, with information for the possible alteration or revision of policies on personnel recruitment, classification, training, evaluation and other actions. If better result is to achieved, the honest facts and actual findings about the outgoing employees should be the basis for evaluation.

Please FEEL FREE to state your honest opinions as this will be **kept in strict confidence**.

QUESTIONS :

1. Kind and level of work that you'll be doing in your new job.

\_\_\_\_\_  
\_\_\_\_\_

2. Approximate salary that you will be getting.

\_\_\_\_\_

3. What is your main reason in leaving? PLEASE SPECIFY.

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\_\_\_\_\_  
\_\_\_\_\_

4. What particular aspect in the hospital needs improvement?

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\_\_\_\_\_

5. Any suggestions, comments, and others.

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