

**WHAT IS YOUR LABOR FORCE TURNOVER?
HOW LONG DOES A GOOD MAN STAY WITH YOU?**

1. Do you neglect to correct uncomfortable conditions surrounding a job?
2. Do you neglect to point out unguarded work hazards?
3. Do you allow the use of bad tools and of machines out of order?
4. Do you place men together who irritate each other?
5. Do you place men on jobs for which they are not fitted?
6. Do you transfer a man to another job without explaining the reason, or without letting him know whether his work has been satisfactory?
7. Do you fail to recognize the varying importance which workers attach to different jobs in the same labor grade?
8. Do you expect an employee to be able to do a job after being told or shown only once, or not at all?
9. Do you use unfamiliar trade terms without explaining them when speaking to an inexperienced worker?
10. Do you allow a new employee to repeat his mistakes without correcting him?
11. Do you leave a new man alone on a job he does not fully understand long enough so that he becomes discouraged?
12. Do you ignore an employee's complaint or handle it with snap judgment?
13. Do you neglect to offer help and counsel to an employee occupied with a personal problem?
14. Do you endeavor to "jump in" and set the pace of workers without first discussing low output with them?
15. Do you say you are "too busy" to listen to an employee's troubles or grievances?
16. Do you appear to be "high hat" to your employees, even if you don't mean to be?
17. Do you leave the worker alone on a job for a long time without a friendly word?
18. Do you neglect to speak a good word for a job well done?
19. Do you make of a man's mistakes and keep still about his successes?
20. Do you take the credit for yourself of an employee's suggestions?
21. Do you give orders without giving reasons?
22. Do you reprimand a man in the presence of others?
23. Do you lose your temper easily?
24. Do you threaten a worker directly or indirectly with the fear of losing his job?
25. Do you "drive" men rather than "lead" them?
26. Do you delegate responsibility?
27. Do you have incentives?
28. Do you have benefits other than wages?
29. Do you have a training program?
30. **Do you think you could work for a man like yourself?**

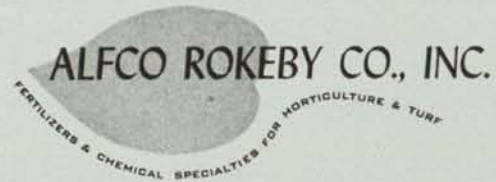
Perhaps we are asking a lot of questions and we are, but labor management today is of greater concern to the manager than ever before. Most of these questions were asked in 1945 in Extension Bulletin 666, we added a few of our own and probably you could add some as well.

The operator who has the least problems with his labor force is the man capable of giving the correct answers to these questions.

Jan L. Jansen, Cooperative Extension Agent

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