

## Exit Interview Form

Captures feedback during employee offboarding to improve HR processes.

### 01 Employee Information

Employee Name

Employee ID

Department

Position

Tenure

Exit Date

### 02 Experience

Overall Satisfaction

Reason for Leaving

Best Aspects of Working Here

Areas for Improvement

### 03 Management & Culture

Manager Feedback

Team Culture Rating

Growth Opportunities

Compensation Satisfaction

### 04 Final Thoughts

Would Recommend Humii?

Would Return?

Additional Feedback

### Declaration & Consent

I confirm that the feedback provided above is honest and given voluntarily. I understand that this information will be used to improve workplace practices and will be treated confidentially. All data will be handled in accordance with Humii's Privacy Policy.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date (DD/MM/YYYY)

\_\_\_\_\_  
Full Name (Print)

\_\_\_\_\_  
Designation