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APPENDICES

Appendix 1: An Official Letter to Ministries of Malaysia

CIA



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CENTRE FOR GRADUATE STUDIES
Tel: 06-797 8540 Fax: 06-797 8534

18 October 2016 / 17 Muharran 1438H

TO WHO IT MAY CONCERN
(Address attached at Appendix)

Dear Sir / Madam,

RE: SEEKING PERMISSION TO DO DATA COLLECTION & SURVEY

Name	: Asiah Binti Ali
Nric/Passport No.	: 840416-04-5360
Registration No.	: 4130015
Nationality	: Malaysian
Faculty	: Faculty of Leadership & Management
Programme	: Doctor of Philosophy Human Resource Management
Mode of Study	: Research
Duration of Study	: 6 - 8 Semesters
Current Semester	: 7 th Semester

Your willingness to provide insights on this matter is highly appreciated.

Thank you. والسلام

KNOWLEDGEABLE • DISCIPLINED • DEVOUT

Yours sincerely,



(SITI MAYSARA MOHED)
Assistant Registrar
Centre for Graduate Studies



Berilmu, Berdisiplin dan Beribadah

Knowledgeable, Disciplined and Devout



ACCREDITED TO QS 501: 2016
CST No. 48144

Universiti Sains Islam Malaysia, Bandar Baru Nilai 71800, Negeri Sembilan Darul Khusus, Malaysia
Tel : (+6)06 - 795 5000 Fax : (+6)06 - 795 8204
www.usim.edu.my

APENDIX

BIL.	SENARAI KEMENTERIAN	ALAMAT
1.	Kementerian Pendidikan Malaysia	Timbalan Ketua Setiausaha (Pengurusan) Kementerian Pendidikan Malaysia, Aras 6, Blok E8, Kompleks E, Pusat Pentadbiran Kerajaan Persekutuan, 62604 Putrajaya.
2.	Kementerian Belia Dan Sukan	Pejabat Ketua Komunikasi Korporat, Unit Komunikasi Korporat, Aras 08, Menara KBS, Kementerian Belia Dan Sukan, No 27 Persiaran Perdana, Presint 4, 62570 Putrajaya
3.	Kementerian Kesihatan Malaysia	Setiausaha Bahagian, Bahagian Sumber Manusia Kementerian Kesihatan Malaysia, Aras 9 & 10, Blok E7, Kompleks E, Pusat Pentadbiran Kerajaan Persekutuan, 62590 Wilayah Persekutuan Putrajaya Malaysia
4.	Kementerian Pelancongan Dan Kebudayaan Malaysia	Bahagian Pentadbiran, Kementerian Pelancongan Dan Kebudayaan Malaysia, Aras 12, No. 2, Menara 1, Jalan P5/6, Presint 5, 62200 Putrajaya
5.	Kementerian Pembangunan Wanita, Keluarga Dan Masyarakat	Bahagian Khidmat Pengurusan Kementerian Pembangunan Wanita, Keluarga Dan Masyarakat, No.55, Persiaran Perdana Presint 4, 62100 Putrajaya, Malaysia.
6.	Kementerian Perdagangan Antarabangsa Dan Industri	Khidmat Pengurusan, Kementerian Perdagangan Antarabangsa Dan Industri, Menara MITI, No. 7, Jalan Sultan Haji Ahmad Shah, 50480 Kuala Lumpur, Malaysia.
7.	Kementerian Perdagangan Dalam Negeri, Koperasi Dan Kepenggunaan	Kementerian Perdagangan Dalam Negeri, Koperasi Dan Kepenggunaan, No 13, Persiaran Perdana, Presint 2, 62623 Putrajaya, Malaysia
8.	Kementerian Sains, Teknologi Dan Inovasi	Kementerian Sains, Teknologi Dan Inovasi Aras 1-7, Blok C4 & C5, Kompleks C, Pusat Pentadbiran Kerajaan Persekutuan, Wilayah Persekutuan, Putrajaya 62662, Malaysia
9.	Kementerian Sumber Manusia	Bahagian Khidmat Pengurusan, Kementerian Sumber Manusia, Blok D3 & D4, Kompleks D, 62502, Putrajaya
10.	Kementerian Kerja Raya	Bahagian Khidmat Pengurusan, Kementerian Kerja Raya, Tingkat 6, Blok B Kompleks Kerja Raya, Jalan Sultan Salahuddin, 50580 Kuala Lumpur
11.	Kementerian Kemajuan Luar Bandar dan Wilayah	Kementerian Kemajuan Luar Bandar dan Wilayah No 47, Persiaran Perdana, Presint 4, Pusat Pentadbiran Kerajaan Persekutuan, 62100 Putrajaya, Malaysia
12.	Kementerian Sumber Asli dan Alam Sekitar	Kementerian Sumber Asli dan Alam Sekitar Wisma Sumber Asli, No.25 Persiaran Perdana Presint 4, 62574 Putrajaya, Malaysia



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ISL

13.	Kementerian Pertanian & Industri Asas Tani	Bahagian Pentadbiran, Kementerian Pertanian & Industri Asas Tani, Blok 4G1 Wisma Tani, No.28 Persiaran Perdana, Presint 4, Pusat Pentadbiran Kerajaan Persekutuan, 62624 Putrajaya Malaysia
14.	Kementerian Kesejahteraan Bandar, Perumahan dan Kerajaan Tempatan	Bahagian Sumber Manusia, Kementerian Kesejahteraan Bandar, Perumahan dan Kerajaan Tempatan, Aras 11-12, No. 51, Persiaran Perdana, Presint 4, 62100 Putrajaya
15.	Kementerian Pertahanan Malaysia,	Bahagian Pengurusan Sumber Manusia , Kementerian Pertahanan Malaysia, Jalan Padang Tembak, 50634 Kuala Lumpur.
16.	Kementerian Dalam Negeri Malaysia	Bahagian Pengurusan Sumber Manusia, Kementerian Dalam Negeri Malaysia Blok D1, D2 & D9, Kompleks D, Pusat, Pentadbiran, Kerajaan Persekutuan, 62546, Putrajaya
17.	Kementerian Wilayah Persekutuan	Seksyen Pengurusan Sumber Manusia, Kementerian Wilayah Persekutuan, Blok 1 & Blok 2, Menara Seri Wilayah, Presint 2, 62100 Putrajaya
18.	Kementerian Pengangkutan Malaysia	No. 26, Jalan Tun Hussein, Presint 4, 62100 W.P. Putrajaya
19.	Kementerian Kewangan Malaysia	Unit Pentadbiran, Kementerian Kewangan Malaysia, No. 5 Persiaran Perdana, Presint 2, Pusat Pentadbiran Kerajaan Persekutuan, 62592 W.P. Putrajaya
20.	Kementerian Pendidikan Tinggi	Kementerian Pendidikan Tinggi, Unit Keusahawanan & Public-Private Research Network Aras 13, No. 2, Menara 2, Jalan P5/6, Presint 5 62200 W.P. Putrajaya
21.	Kementerian Komunikasi Dan Multimedia Malaysia	Bahagian Pengurusan Sumber Manusia Kementerian Komunikasi Dan Multimedia Malaysia, Lot 4G9, Persiaran Perdana, Presint 4, Pusat Pentadbiran Kerajaan Persekutuan, 62100 Putrajaya, Malaysia.
22.	Kementerian Perusahaan Perladangan dan Komoditi	Bahagian Pengurusan Sumber Manusia Kementerian Perusahaan Perladangan dan Komoditi, No. 15, Aras 6-13, Persiaran Perdana, Presint 2, 62654 Putrajaya
23.	Kementerian Luar Negeri Malaysia	Kementerian Luar Negeri Malaysia, Kompleks Wisma Putra, No. 1, Jalan Wisma Putra, Presint 2, Pusat pentadbiran Kerajaan Persekutuan, 62602 Putrajaya
24.	Kementerian Tenaga, Teknologi Hijau dan Air (KeTTHA)	Kementerian Tenaga, Teknologi Hijau dan Air (KeTTHA), Blok E4/5, Kompleks Kerajaan Parcel E, Pusat Pentadbiran Kerajaan Persekutuan 62668 Putrajaya



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Appendix 2: An Official Approval Letter from Ministries

11/25/2017 PERMOHONAN KEBENARAN MENJALANKAN KAJIAN PENYELIDIKAN DI KEMENTERIAN PERUSAHAAN PERLADANGAN DAN KO...

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PERMOHONAN KEBENARAN MENJALANKAN KAJIAN PENYELIDIKAN DI KEMENTERIAN PERUSAHAAN PERLADANGAN DAN KOMODITI (MPI C).

Wednesday, November 23, 2016 12:16 PM

From: "M Shahreen Jamaludin" <shahreen@mpic.gov.my>

To: "asiah_ali2007@yahoo.com" <asiah_ali2007@yahoo.com>

Cc: "Husaini Ghani" <husaini@mpic.gov.my>

"Ahmad Muttaqim Md Adnan" <muttaqim@mpic.gov.my>

[Raw Message](#) [Printable View](#)

Puan,

Dengan hormatnya saya merujuk kepada emel puan bertarikh 21 November 2016 kepada En. Husaini Ghani berhubung perkara di atas.

2. Dimaklumkan bahawa Kementerian Perusahaan Perladangan dan Komoditi (MPIC) Putrajaya tiada halangan dalam bekerjasama dengan puan untuk membenarkan kajian penyelidikan dilaksanakan di Kementerian ini. Walau bagaimanapun, memandangkan kapasiti pegawai dan kakitangan di MPIC adalah kecil, kami mencadangkan supaya kuota sampel yang terlibat dikurangkan daripada 100 orang kepada 30 orang.

3. Sebarang pertanyaan lanjut, puan boleh terus hubungi saya atau pegawai saya seperti berikut:

Mohd Shahreen bin Jamaludin
Ketua Unit Latihan dan Kaunseling
03-8880 3448 / shahreen@mpic.gov.my

Ahmad Muttaqim bin Md. Adnan
Pegawai Tadbir Latihan
03-8887 8376 / muttaqim@mpic.gov.my

Sekian, terima kasih

MOHD SHAHREEN BIN JAMALUDIN

<https://mail.yahoo.com/neo/b/message?search=1&s=KEvjRkYAaahOhDyynfl-%7EA&encryptQ=1&startMid=0&blockimages=0&sort=date&order=...> 1/1

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11/25/2017 RE: MEMOHON KEBENARAN MENJALANKAN KAJIAN PENYELIDIKAN DI KEMENTERIAN PENGANGKUTAN MALAYSIA - Inbox - Ya...

Inbox (23)	www.netfind.co... Keadilan Dan Kebenaran - Find Keadilan Da... Sponsored
Drafts (3)	RE: MEMOHON KEBENARAN MENJALANKAN KAJIAN PENYELIDIKAN DI KEMENTERIAN PENGANGKUTAN MALAYSIA Tuesday, November 22, 2016 3:20 PM From: "Mohd Hanafi Mohd Taib" <hanafi@mot.gov.my> To: "asiah ali" <asiah_ali2007@yahoo.com> Cc: "Norshida Binti Sahat" <norshida@mot.gov.my> Raw Message Printable View Puan, Kementerian mengambil maklum berkenaan hasrat puan untuk menjalankan kajian penyelidikan di Kementerian ini bagi tujuan peningkatan kualiti pendidikan. 2. Dalam hubungan ini, Cik Norshida binti Sahat, Penolong Pegawai Tadbir di bahagian ini akan berhubung dengan puan dalam masa terdekat untuk penyelarasan lanjut. Sekian, terima kasih. "BERKHIDMAT UNTUK NEGARA" MOHD HANAFI BIN MOHD TAIB BAHAGIAN PENGURUSAN SUMBER MANUSIA KEMENTERIAN PENGANGKUTAN MALAYSIA No. Tel : 03 8892 1139 No. Faks : 03 8888 0236 Emel: hanafi@mot.gov.my -----Original Message----- From: asiah ali [mailto:asiah_ali2007@yahoo.com] Sent: Monday, 21 November, 2016 4:54 PM To: Mohd Hanafi Mohd Taib Subject: MEMOHON KEBENARAN MENJALANKAN KAJIAN PENYELIDIKAN DI KEMENTERIAN PENGANGKUTAN MALAYSIA Bahagian Khidmat Pengurusan Kementerian Pengangkutan Malaysia No. 26, Jalan Tun Hussein, Presint 4, 62100 W.P. Putrajaya 31 Oktober 2016 Tuan, MEMOHON KEBENARAN MENJALANKAN KAJIAN PENYELIDIKAN DI KEMENTERIAN PENGANGKUTAN MALAYSIA Dengan segala hormatnya perkara di atas adalah dirujuk. 2. Sukacita dimaklumkan kepada tuan bahawa saya ialah pelajar Universiti Sains Islam Malaysia (USIM), ingin memohon kebenaran daripada pihak tuan untuk menjalankan penyelidikan peringkat doktor falsafah di Kementerian Pengangkutan Malaysia di Malaysia. 3. Maklumat permohonan saya adalah seperti berikut: Nama : Asiah Binti Ali No. Kad Pengenalan : 840416-04-5360 No. Telefon : 012-9104693 E-mel : asiah_ali2007@yahoo.com Tajuk Kajian : Pengekalan Pekerja dalam Organisasi Sektor Awam Sampel kajian : Pekerja bekerja dalam Kementerian/Jabatan Bilangan Sampel : 100 orang dalam setiap Kementerian/Jabatan 4. Bersama-sama surat ini saya sertakan surat pengesahan pelajar untuk menjalankan penyelidikan dari pihak USIM untuk rujukan tuan. 5. Sehubungan dengan itu, saya memohon kepada tuan agar saya memperoleh kebenaran untuk menjalankan penyelidikan demi meningkatkan lagi kualiti pendidikan. Segala perhatian dan keprihatinan tuan dalam hal ini didahului dengan ucapan ribuan terima kasih. Sekian. Yang benar, (Asiah Binti Ali) Pelajar PhD Fakulti Kepimpinan dan Pengurusan USIM This e-mail and any attachments may contain confidential and privileged information. If you are not the intended recipient, please notify the sender immediately by return e-mail, delete this e-mail and destroy any copies. Any dissemination or use of this information by a person other than the intended recipient is unauthorized and may be illegal.
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Laman Web : www.moe.gov.my

Ruj. Kami : KPMS.P.600-3/2/3 Jld 32 (77)

Tarikh : 23 November 2016

Asiah binti Ali
K.P.: 840416045360

No 22, Jalan PI 1,
Taman Pedas Indah
71400 Pedas
Negeri Sembilan

Tuan,

KELULUSAN UNTUK MENJALANKAN KAJIAN DI SEKOLAH, INSTITUT PENDIDIKAN GURU, JABATAN PENDIDIKAN NEGERI DAN BAHAGIAN DI BAWAH KEMENTERIAN PENDIDIKAN MALAYSIA

Perkara di atas adalah dirujuk.

2. Sukacita dimaklumkan bahawa permohonan tuan untuk menjalankan kajian seperti di bawah telah diluluskan.

"Pengekalan Pekerja dalam Sektor Awam di Malaysia "

3. Kelulusan ini adalah berdasarkan kepada kertas cadangan penyelidikan dan instrumen kajian yang dikemukakan oleh tuan kepada Bahagian ini. Walau bagaimanapun kelulusan ini bergantung kepada kebenaran Jabatan Pendidikan Negeri dan Pengetua / Guru Besar yang berkenaan.

4. Surat kelulusan ini sah digunakan bermula dari 23 November 2016 hingga 30 Jun 2017.

5. Tuan juga mesti menyerahkan senaskhah laporan akhir kajian dalam bentuk *hardcopy* bersama salinan *softcopy* berformat Pdf di dalam CD kepada Bahagian ini. Tuan diingatkan supaya mendapat kebenaran terlebih dahulu daripada Bahagian ini sekiranya sebahagian atau sepenuhnya dapatan kajian tersebut hendak dibentangkan di mana-mana forum, seminar atau diumumkan kepada media massa.

Sekian untuk makluman dan tindakan tuan selanjutnya. Terima kasih.

"BERKHIDMAT UNTUK NEGARA"

Saya yang menurut perintah,

(DR ROSLI BIN ISMAIL)

Ketua Sektor
Sektor Penyelidikan dan Penilaian
b.p. Pengarah
Bahagian Perancangan dan Penyelidikan Dasar Pendidikan
Kementerian Pendidikan Malaysia



Appendix 3: Questionnaire



UNIVERSITI SAINS ISLAM MALAYSIA

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ISLAMIC SCIENCE UNIVERSITY OF MALAYSIA

MAKLUMAT KEPADA RESPONDEN KAJIAN

Untuk makluman tuan/puan, saya pelajar Doktor Falsafah (Pengurusan Sumber Manusia) dari Universiti Sains Islam Malaysia sedang menjalankan kajian berkaitan pengekalan pekerja dalam sektor awam di Malaysia.

Mohon jasa baik tuan/puan untuk menjawab semua soalan di dalam soal selidik ini. Penglibatan tuan/puan amat penting bagi menjayakan kajian ini.

Tuan/puan diminta untuk menjawab semua soalan berdasarkan pengalaman dan persepsi tuan/puan sebagai kakitangan di sektor awam di Malaysia.

Jawapan tuan/puan adalah rahsia. Tuan/puan diminta untuk tidak menulis nama pada soal selidik ini.

Sila serahkan soal selidik yang telah lengkap diisi kepada pegawai yang bertanggungjawab di jabatan tuan/puan.

Sebarang persoalan berkaitan soal selidik ini boleh diajukan kepada penyelidik (Asiah Binti Ali) di talian 012-9104693 atau email: asiah_ali2007@yahoo.com.

Terima kasih di atas kerjasama yang diberikan oleh tuan/puan dalam menjawab soal selidik ini.

Asiah Binti Ali, Pelajar PhD
Fakulti Kepimpinan dan Pengurusan
Universiti Sains Islam Malaysia

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Bahagian 1

Arahan: Sila BULATKAN maklumat yang berkaitan dengan latar belakang tuan/puan.

1. *Jantina:*

- a) Lelaki
- b) Perempuan

2. *Umur*

- a) 18-25 tahun.
- b) 26-35 tahun.
- c) 36-45 tahun.
- d) 46-55 tahun.
- e) Lebih daripada 55 tahun.

3. *Taraf perkahwinan:*

- a) Bujang
- b) Berkahwin

4. *Pengalaman berkhidmat di sektor awam di Malaysia:*

- a) 2 hingga 5 tahun
- b) 6 hingga 10 tahun
- c) Lebih daripada 10 tahun

5. *Saya berkhidmat untuk Kementerian/Jabatan:*

Bahagian 2

Arahan: Bagi setiap pernyataan, sila **BULATKAN HANYA SATU NOMBOR SAHAJA** (1,2,3,4,5 atau 6) yang mewakili persepsi dan pandangan tuan/puan

No.	Pernyataan	Sangat tidak setuju	Tidak setuju	Neutral	Setuju	Sangat setuju
1.	Saya berpuas hati dengan bayaran yang saya terima	1	2	3	4	5
2.	Saya menerima bayaran lebih berbanding pekerja di organisasi lain yang membuat pekerjaan yang sama seperti saya	1	2	3	4	5
3.	Bayaran yang saya terima mendorong saya untuk meningkatkan kualiti kerja saya.	1	2	3	4	5
4.	Saya akan menerima ganjaran sekiranya saya melakukan sesuatu untuk meningkatkan kerja saya.	1	2	3	4	5
5.	Faedah, seperti percutian dan insurans perubatan yang saya terima di organisasi ini adalah lebih baik daripada yang saya boleh peroleh di organisasi yang seumpamanya	1	2	3	4	5
6.	Sistem penaksiran prestasi semasa saya di tempat kerja adalah sangat berguna	1	2	3	4	5
7.	Sistem penaksiran prestasi semasa saya di tempat kerja adalah adil	1	2	3	4	5
8.	Saya berpuas hati dengan sistem penaksiran prestasi semasa saya di tempat kerja	1	2	3	4	5
9.	Majikan saya menggalakkan saya untuk memperluaskan kebolehan saya	1	2	3	4	5
10.	Organisasi ini telah memberikan saya peluang latihan bagi membolehkan saya untuk memperluaskan kemahiran serta kebolehan saya.	1	2	3	4	5
11.	Saya mendapat peluang untuk membincangkan keperluan latihan dan pembangunan dengan majikan saya	1	2	3	4	5
12.	Pekerjaan saya membiaya apa-apa latihan yang berkaitan dengan kerja dan/atau pembangunan yang saya usahakan.	1	2	3	4	5
13.	Organisasi ini komited untuk memberikan latihan dan pembangunan pekerjaanya.	1	2	3	4	5
14.	Rakan sekerja membantu apabila saya dibebani kerja yang banyak	1	2	3	4	5
15.	Rakan sekerja berusaha untuk membantu saya menyelesaikan masalah yang berkaitan dengan kerja	1	2	3	4	5
16.	Rakan sekerja membantu saya apabila terdapat kerja yang perlu diselesaikan dengan kadar segera.	1	2	3	4	5



No.	Pernyataan	Sangat tidak setuju	Tidak setuju	Neutral	Setuju	Sangat setuju
17.	Rakan sekerja membantu apabila saya jauh ketinggalan dalam menyelesaikan kerja.	1	2	3	4	5
18.	Rakan sekerja membantu menyelesaikan tugas yang sukar, walaupun saya tidak meminta bantuan mereka.	1	2	3	4	5
19.	Rakan sekerja menunjukkan perkara-perkara yang perlu saya lakukan dalam pekerjaan saya.	1	2	3	4	5
20.	Rakan sekerja memberikan pujian apabila saya berjaya di tempat kerja	1	2	3	4	5
21.	Rakan sekerja sudi mendengar luahan apabila saya perlukan bagi melegakan hati.	1	2	3	4	5
22.	Rakan sekerja berusaha memastikan saya selesa dan dialu-alukan dalam membuat kerja secara berkumpulan.	1	2	3	4	5
23.	Rakan sekerja berusaha untuk memahami masalah dan kebimbangan saya.	1	2	3	4	5
24.	Rakan sekerja menunjukkan rasa hormat dan prihatin terhadap saya, walaupun perkara itu terlalu sukar.	1	2	3	4	5
25.	Rakan sekerja mengambil kesempatan untuk kepentingan peribadi terhadap saya	1	2	3	4	5
26.	Rakan sekerja saya mengambil masa untuk mendengar kebimbangan saya	1	2	3	4	5
27.	Rakan sekerja cuba menceriakan apabila saya menempuh hari yang buruk.	1	2	3	4	5
28.	Saya meluangkan masa untuk membantu rakan sekerja yang mengalami masalah berkaitan dengan kerja.	1	2	3	4	5
29.	Saya bersedia untuk meluangkan masa walaupun dalam keadaan sibuk bagi membantu rakan-rakan yang baru.	1	2	3	4	5
30.	Saya mengambil langkah-langkah bagi mengelakkan permasalahan dengan rakan sekerja dalam syarikat.	1	2	3	4	5
31.	Saya bertindak sebagai 'pendamai' apabila rakan sekerja yang lain dalam syarikat yang mempunyai perbezaan pendapat	1	2	3	4	5
32.	Saya adalah pengaruh yang baik dalam organisasi apabila berlaku perselisihan faham.	1	2	3	4	5
33.	Saya 'menjaga perhubungan' dengan orang lain sebelum memulakan tindakan yang mungkin memberi kesan kepada mereka	1	2	3	4	5
34.	Saya menghadiri majlis-majlis yang tidak diperlukan tetapi membantu meningkatkan imej organisasi	1	2	3	4	5



No.	Pernyataan	Sangat tidak setuju	Tidak setuju	Neutral	Setuju	Sangat setuju
35.	Saya menghadiri sesi penerangan yang digalakkan untuk ejen tetapi tidak diperlukan untuk hadir.	1	2	3	4	5
36.	Saya menghadiri dan mengambil bahagian secara aktif dalam mesyuarat organisasi.	1	2	3	4	5
37.	Saya mengambil masa yang banyak untuk mengadu tentang perkara-perkara remeh.	1	2	3	4	5
38.	Saya cenderung untuk memperbesar-besarkan perkara yang tidak serius.	1	2	3	4	5
39.	Saya sentiasa memberikan tumpuan terhadap permasalahan dengan situasi yang dialami sebaiknya bukan melihat dari sudut positif permasalahan tersebut.	1	2	3	4	5
40.	Saya sentiasa mencari kesalahan yang dilakukan oleh syarikat	1	2	3	4	5
41.	Saya rasa terpaut pada organisasi ini	1	2	3	4	5
42.	Ia akan menjadi sukar bagi saya untuk meninggalkan organisasi ini.	1	2	3	4	5
43.	Saya terperangkap daripada meninggalkan organisasi ini	1	2	3	4	5
44.	Saya rasa terikat kepada organisasi ini.	1	2	3	4	5
45.	Saya tidak boleh meninggalkan organisasi ini dengan mudah.	1	2	3	4	5
46.	Mudah bagi saya untuk meninggalkan organisasi ini.	1	2	3	4	5
47.	Saya mempunyai hubungan yang kukuh dengan organisasi ini.	1	2	3	4	5
No.	Pernyataan	Sangat tidak setuju	Tidak setuju	Neutral	Setuju	Sangat setuju
54.	Saya bersedia untuk meletakkan usaha yang besar di luar jangkaan untuk membantu organisasi ini untuk berjaya	1	2	3	4	5
55.	Saya bercadang untuk menjadikan organisasi ini sebagai kerjaya saya sendiri	1	2	3	4	5
56.	Saya berasa sangat setia kepada organisasi ini	1	2	3	4	5
57.	Ini adalah organisasi yang terbaik bagi saya untuk bekerja	1	2	3	4	5
58.	Saya akan mengesyorkan organisasi ini kepada rakan jika dia sedang mencari pekerjaan.	1	2	3	4	5

No.	Pernyataan	Tidak pernah sekali	Jarang-jarang	Kadang-kadang	Selalu	Hampir setiap masa	Sentiasa setiap masa
59.	Dalam organisasi saya ,pekerja membantu antara satu sama lain untuk belajar	1	2	3	4	5	6
60.	Dalam organisasi saya , pekerja diberi masa untuk menyokong pembelajaran	1	2	3	4	5	6
61.	Dalam organisasi saya , pekerja diberi ganjaran untuk pembelajaran	1	2	3	4	5	6
62.	Dalam organisasi saya , pekerja memberi maklum balas terbuka dan jujur antara satu sama lain.	1	2	3	4	5	6
63.	Dalam organisasi saya , apabila pekerja menyatakan pandangan mereka, mereka juga bertanya apa yang orang lain fikirkan.	1	2	3	4	5	6
64.	Dalam organisasi saya , pekerja menghabiskan masa membina kepercayaan antara satu sama lain.	1	2	3	4	5	6
65.	Dalam organisasi saya , pasukan / kumpulan mempunyai kebebasan untuk menyesuaikan matlamat diri mereka seperti yang diperlukan.	1	2	3	4	5	6
66.	Dalam organisasi saya , pasukan / kumpulan mengkaji semula buah fikiran mereka sebagaimana hasil perbincangan kumpulan atau maklumat yang dikumpul.	1	2	3	4	5	6
67.	Dalam organisasi saya , pasukan / kumpulan yakin bahawa organisasi akan bertindak ke atas cadangan mereka	1	2	3	4	5	6
68.	Organisasi saya mewujudkan sistem untuk mengukur jurang pencapaian antara pencapaian semasa dan pencapaian jangkaan.	1	2	3	4	5	6

No.	Pernyataan	Tidak pernah sekali	Jarang-jarang	Kadang-kadang	Selalu	Hampir setiap masa	Sentiasa setiap masa
69.	Organisasi saya menyediakan pengajaran untuk dipelajari oleh semua pekerja	1	2	3	4	5	6
70.	Organisasi saya menilai masa dan sumber yang dibelanjakan untuk latihan.	1	2	3	4	5	6
71.	Organisasi saya mengiktiraf pekerja yang berusaha.	1	2	3	4	5	6
72.	Organisasi saya membenarkan pekerja untuk mengawal terhadap sumber yang diperlukan untuk menyelesaikan pekerjaan mereka.	1	2	3	4	5	6
73.	Organisasi saya membantu pekerja yang mengambil risiko.	1	2	3	4	5	6

74.	Organisasi saya menggalakkan pekerja untuk berfikir dari perspektif global	1	2	3	4	5	6
75.	Organisasi saya bekerja bersama-sama dengan masyarakat di luar untuk memenuhi keperluan bersama	1	2	3	4	5	6
76.	Organisasi saya menggalakkan pekerja untuk mendapatkan jawapan daripada seluruh organisasi apabila menyelesaikan masalah	1	2	3	4	5	6
77.	Dalam organisasi saya ,pemimpin mentor dan jurulatih melatih orang yang mereka pimpin	1	2	3	4	5	6
78.	Dalam organisasi saya , pemimpin sentiasa mencari peluang untuk belajar	1	2	3	4	5	6
79.	Dalam organisasi saya , pemimpin memastikan tindakan organisasi adalah selaras dengan nilai-nilainya.	1	2	3	4	5	6

No	Pernyataan	Tidak pernah	Hampir tidak pernah	Kadang-kadang	Hampir setiap masa	Setiap masa
80.	Keadaan kerja yang tidak selamat dikenal pasti dan diperbaiki dengan segera.	0	1	2	3	4
81.	Organisasi anda mengekalkan pengemasan yang cemerlang	0	1	2	3	4
82.	Peralatan diselenggara dengan baik	0	1	2	3	4
83.	Tindakan diambil apabila peraturan keselamatan rosak	0	1	2	3	4
84.	Penyelia/pengurus berhadapan dan membetulkan tindakan yang tidak selamat dan merbahaya apabila berlaku kejadian yang tidak diingini.	0	1	2	3	4
85.	Penyelia / pengurus dilatih dalam kerja merbahaya dan amalan kerja selamat bagi kerja-kerja yang mereka selia	0	1	2	3	4

No	Pernyataan	Tidak pernah	Hampir tidak pernah	Kadang-kadang	Hampir setiap masa	Setiap masa
86.	Penyelia saya menyampaikan visi yang jelas dan positif untuk masa hadapan.	1	2	3	4	5
87.	Penyelia saya melayan pekerja sebagai individu, menyokong dan menggalakkan perkembangan mereka	1	2	3	4	5
88.	Penyelia saya memberikan galakan dan pengiktirafan kepada pekerja.	1	2	3	4	5
89.	Penyelia saya membina kepercayaan, penglibatan, dan kerjasama dalam kalangan ahli-ahli pasukan	1	2	3	4	5
90.	Penyelia saya menggalakkan untuk memikirkan masalah dalam cara-cara yang baru dan andaian persoalan	1	2	3	4	5
91.	Penyelia saya jelas mengenai nilai-nilai beliau dan mengamalkan apa yang diajar	1	2	3	4	5
92.	Penyelia saya menanamkan sifat bangga dan rasa hormat pada orang lain dan memberi inspirasi kepada saya untuk menjadi lebih kompeten.	1	2	3	4	5

Kerjasama tuan/puan amat diperlukan untuk menjawab setiap pernyataan pada setiap muka surat. Kerjasama tuan/puan berkaitan perkara ini amat dihargai.

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Appendix 4: Krejcie and Morgan Table

TABLE FOR DETERMINING SAMPLE SIZE FROM A GIVEN POPULATION

N	S	N	S	N	S	N	S	N	S
10	10	100	80	280	162	800	260	2800	338
15	14	110	86	290	165	850	265	3000	341
20	19	120	92	300	169	900	269	3500	246
25	24	130	97	320	175	950	274	4000	351
30	28	140	103	340	181	1000	278	4500	351
35	32	150	108	360	186	1100	285	5000	357
40	36	160	113	380	181	1200	291	6000	361
45	40	180	118	400	196	1300	297	7000	364
50	44	190	123	420	201	1400	302	8000	367
55	48	200	127	440	205	1500	306	9000	368
60	52	210	132	460	210	1600	310	10000	373
65	56	220	136	480	214	1700	313	15000	375
70	59	230	140	500	217	1800	317	20000	377
75	63	240	144	550	225	1900	320	30000	379
80	66	250	148	600	234	2000	322	40000	380
85	70	260	152	650	242	2200	327	50000	381
90	73	270	155	700	248	2400	331	75000	382
95	76	270	159	750	256	2600	335	100000	384

Note: "N" is population size
"S" is sample size.