**QUESTIONNAIRE ON**

**THE WORK PACKAGE ASSESSMENT**

|  |  |
| --- | --- |
| **Work package** |  |
| **Work package leader** |  |
| **Date** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Overall assessment of work package management | | | | | |
| Grading | **Very poor** | **Poor** | **Good** | **Very Good** | **Excellent** |
| Structure of work package time schedule | 1 | 2 | 3 | 4 | 5 |
| Communication with task leaders | 1 | 2 | 3 | 4 | 5 |
| Timeliness of feedbacks from the task leaders when requested | 1 | 2 | 3 | 4 | 5 |
| Timeliness of providing deliverables | 1 | 2 | 3 | 4 | 5 |

Comment:



|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Evaluation of level of involvement | | | | | |
| Grading | **Very Poor** | **Poor** | **Good** | **Very Good** | **Excellent** |
| Work package leader is actively involved in the project development | 1 | 2 | 3 | 4 | 5 |
| Satisfied with the implementation of the work package activities | 1 | 2 | 3 | 4 | 5 |
| Distribution among partners of tasks sharing | 1 | 2 | 3 | 4 | 5 |

Comment:

Please describe the main problems encountered and recommend a solution if possible:

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Thank you for taking the time to complete this questionnaire. Your comments are important to us and provide us with valuable feedback on the quality of the work package management.

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