

Company:

Department:

Name:

Date:

| <p style="text-align: center;"><b>SELF-ASSESSMENT<br/>FOR BUSINESSES</b></p> <p style="text-align: center;"><i>Please rate your company in each of the following areas:</i></p> | <p style="text-align: center;"><b>Ratings</b></p> <p>4 = Excellent<br/>3 = Good<br/>2 = "Just Okay"<br/>1 = Poor<br/>0 = Unsatisfactory<br/>N/A = Not Applicable</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The leadership team is excited about our business.                                                                                                                              |                                                                                                                                                                      |
| Our employees are excited about our business.                                                                                                                                   |                                                                                                                                                                      |
| We have systems and processes in place to stimulate demand for our products and/or services—we don't hope the phone will ring.                                                  |                                                                                                                                                                      |
| Our company is efficient booking customer orders into our business systems and executing those orders.                                                                          |                                                                                                                                                                      |
| We rely on business systems and business processes to get things done.                                                                                                          |                                                                                                                                                                      |
| We aren't people-dependent about how to do or perform specific jobs or functions; we don't need to chase subject-matter experts about how to do things.                         |                                                                                                                                                                      |
| Our business systems allow us to work from anywhere—we are as efficient in the office as out of the office.                                                                     |                                                                                                                                                                      |
| We rely on dashboards and business system reporting to monitor status.                                                                                                          |                                                                                                                                                                      |
| Roles and responsibilities for each person and core function are clearly defined.                                                                                               |                                                                                                                                                                      |
| We have a robust, coherent process for developing new products and services.                                                                                                    |                                                                                                                                                                      |
| We can rapidly and seamlessly can add new employees into the business and get them up to speed.                                                                                 |                                                                                                                                                                      |
| We have a robust system for managing cash and our financials.                                                                                                                   |                                                                                                                                                                      |
| Profitability meets expectations.                                                                                                                                               |                                                                                                                                                                      |
| We understand our strengths, weaknesses, opportunities and threats and are taking action to become and remain the best in our marketplace.                                      |                                                                                                                                                                      |
| Customer orders are delivered on time; our lead times are competitive.                                                                                                          |                                                                                                                                                                      |
| Customer-owned material or products sent in for warranty repair are processed and returned expeditiously meeting customer expectations.                                         |                                                                                                                                                                      |
| Our quality systems meet ensure quality and consistency.                                                                                                                        |                                                                                                                                                                      |
| Customers would rate us as:                                                                                                                                                     |                                                                                                                                                                      |

**Areas with a score of 2 or less need immediate attention.**

**Contact us today!** Email: [info@DaveGardner.biz](mailto:info@DaveGardner.biz) or Phone: **1-408-475-7068**

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