

CPD Monitoring Handbook Evaluation Questionnaire	
Name of Field Office:	Name of Field Office Director:
Date Submitted:	

Instructions: The purpose of this questionnaire is to obtain information from all CPD Field Offices regarding the utility of this Handbook in effectively carrying out assigned monitoring responsibilities. The responses will be used to make any revisions to this Handbook deemed necessary to improve compliance monitoring. A single Field Office response is to be electronically submitted, thus requiring aggregated responses to the questions below. CPD Field Office Director discretion prevails in reconciling differences among staff responses, to the extent they arise. Questionnaires are to be submitted only upon request by CPD Headquarters Office of Field Management.

Questions:

1.

List any errors (e.g., incorrect citations, typographical errors):				
Exhibit #	Exhibit Name	Question # (if applicable)	Error	Needed Fix

2.

Describe below any Exhibit problems encountered while conducting monitoring. Include the Exhibit Number and Name, the question number(s), a brief description of the problem, and any recommended solutions (add more rows as needed):				
Exhibit #	Exhibit Name	Question #	Problem	Suggested Change(s)

3.

a. If Exhibits 26-1 or 26-2 were used, did they facilitate effective monitoring?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Describe Basis for Conclusion:			

b. Would additional Exhibits of this nature improve staff monitoring efforts? (If yes, briefly describe what would be helpful below.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe Basis for Conclusion:		

4.

Are there any Exhibits that you would recommend for deletion? [If so, provide Exhibit name and number below and briefly explain the reason(s).]	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe Basis for Conclusion:		

5.

Are any additional monitoring Exhibits needed? (If yes, briefly describe below.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe Basis for Conclusion:		

6.

Provide any additional comments, if any, not covered by the questions above.