

# Instructions to use TPM++ Self Assessment



This questionnaire has been designed and refined over several years, but there is always scope for improvement. If you wish to make a suggestion to improve the questionnaire, or if you need advice on completing or interpreting the questionnaire, email TPM++ at [info@tpmplus.co.uk](mailto:info@tpmplus.co.uk).

The front sheet is useful to size the business, but it is only required to be completed if you want to send the completed form back to TPM++ for an in depth commentary by one of our advisers.

Questionnaire Part 2 looks at Management & Leadership, and People issues.

At the top left of both sections is a table with a list of 5 characteristics. For each of the 10 questions in each section, use the description to decide on a score which you enter in the yellow shaded cell. Score all ten questions in both sections.

Enter appropriate values in these cells

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Questionnaire Part 3 looks at nine functional areas, and you should score all 10 questions as you did for Part 2. If any of the nine functional areas are not carried out, or are not important to your core business you can skip the ten questions relevant to that function.

When you have completed Parts 1 (optional), 2, and 3(as appropriate) there are charts for your results of Parts 2 and 3 shown on the next two tabs against a background value of a well performing company.

The two report sections will have automatically generated a list of actions you can take which will move your business to the next level of capability in each area that you have rated.

We hope the exercise, which is not an easy one first time around, proves to be of value to you and your business. There is free telephone support available (UK only) if required. Send a request by email at [info@tpmplus.co.uk](mailto:info@tpmplus.co.uk) stating the name and telephone number to contact and we will call you back as soon as possible.