

HR15 · STEP 2 · INTERIM

Offboarding & Exit Interview Capture

## Validated Exit Themes

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Quote-backed exit themes reconciled against the transcript, with validation status and missed themes before actions are assigned.

### ABOUT THIS DOCUMENT

This is a **sample** deliverable from the **Offboarding & Exit Interview Capture** workflow (HR15) in AGASI AiOS. It shows the expected structure and tone. All names, numbers, and facts are **fictional**.

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# Validated Exit Themes

**Organisation:** Northbridge Advisory Partners

**Batch:** Current spring exit window (three voluntary departures)

**Compiled by:** HR Coordinator, People & Culture

**Source:** Exit interview transcripts and notes on file

**Date:** Current offboarding cycle

## Purpose

This document reconciles draft themes extracted from exit interviews against the source transcript or notes. Each row records validation status before themes are consolidated into the Exit Theme Summary and downstream HR17 signal mapping.

## Validation summary

Theme (draft label)	Source interview	Primary quote (verbatim or summarised per note)	Transcript / note ref.	Validation status	Reviewer note
Below-market compensation	Senior Consultant, Data & AI Advisory	"about 22% above where I am now"; "3% increase last cycle"	TX-SC-2026-014	Confirmed	Matches compensation narrative in notes; no conflicting data
Unclear career progression	Senior Consultant	"no published criteria, no timeline"	TX-SC-2026-014	Confirmed	
Unclear career progression	HRIS Analyst	"there just isn't a structure to support internal mobility"	TX-HRIS-2026-008	Confirmed	Same theme code as SC; frequency counted once in summary pass
Role misalignment	HRIS Analyst	"reality has been almost entirely system admin work"	TX-HRIS-2026-008	Confirmed	
Role misalignment	Associate Consultant, Risk & Compliance	"hiring process oversold the role"	TX-RC-2026-003 (abbrev.)	Partial	Abbreviated session; quote paraphrased in notes — flag for verbatim follow-up if escalated
Poor or absent onboarding	Associate Consultant	"no buddy, no 30-60-90 plan"	TX-RC-2026-003 (abbrev.)	Confirmed	Abbreviated but consistent across note sections
Post-acquisition fragmentation	Senior Consultant	"Meridian people do things one way, legacy Northbridge another"	TX-SC-2026-014	Confirmed	
Post-acquisition fragmentation	HRIS Analyst	dual-platform / grade mapping backlog context	TX-HRIS-2026-008	Confirmed	
HRIS data quality	Senior Consultant	"I still show up as grade C3"	TX-SC-2026-014	Confirmed	
HRIS data quality	HRIS Analyst	"fifteen records where the old system and the new system disagree"	TX-HRIS-2026-008	Confirmed	
Insufficient management availability	Associate Consultant	"hard to reach"; "no regular check-in cadence"	TX-RC-2026-003 (abbrev.)	Confirmed	
Lack of team cohesion	Associate Consultant	"no sense of team - everyone's on their own client"	TX-RC-2026-003 (abbrev.)	Confirmed	
Strong direct team relationships	Senior Consultant	"the team is strong"; leader "supportive, technically sharp"	TX-SC-2026-014	Confirmed	Positive theme retained for retention lens

Theme (draft label)	Source interview	Primary quote (verbatim or summarised per note)	Transcript / note ref.	Validation status	Reviewer note
Strong direct team relationships	HRIS Analyst	"HR Systems team is great - very collaborative"	TX-HRIS-2026-008	Confirmed	
Exit data utilisation	Senior Consultant	"if nobody's tracking the patterns, nothing changes"	TX-SC-2026-014	Confirmed	
Low engagement scores (lived experience)	HRIS Analyst	"team's scores for 'career development' were in the low 50s"	TX-HRIS-2026-008	Confirmed	Cross-check with survey extracts in HR17 inputs

## Missed or deferred themes

Draft fragment	Source	Status	Action
None held for further validation	—	—	All draft rows from the three interviews either Confirmed or Partial as above

## Handover to Exit Theme Summary

Validated rows above feed the themed frequency table and follow-up action list. **Partial** items should be treated as evidence-backed but with lower verbatim confidence; only **Confirmed** quotes should be used as headline citations unless the summary footnotes the abbreviation.