

A SELF-DIAGNOSTIC WORKBOOK

Is Your Office Silently Failing?

by Kiran Deep Sandhu



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INTRODUCTION

Why This Workbook?

In many offices across Nepal, teams are quiet. Meetings go smoothly. Everyone seems to agree. But here's a hard truth: Silence doesn't always mean respect. Sometimes, it means fear, burnout, or deep disengagement.

As a leader, it's not enough to assume things are going fine just because no one's complaining. In fact, that might be the first warning sign.

This workbook is designed to help you, managers, team leads, startup business owners, HR heads and decision-makers to diagnose whether your team is actually functioning well or simply operating on fear and habit. Use it to reflect honestly. Use it to start change.

What You'll Learn

- How to detect hidden signs of disengagement in your team
- Where your leadership or communication style might be blocking growth
- How to build a culture where people feel safe to speak up
- What practical changes can you make immediately?

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SECTION ONE

10 Signs Your Office Might Be Silently Failing

Tick the ones that apply to your workplace. Be honest.

1. Team members don't ask questions in meetings, they just nod. ☐
2. You haven't heard someone disagree with you in months. ☐
3. Feedback forms are filled quickly, with no comments. ☐
4. Team members wait to be told what to do, even when they know the answer. ☐
5. Team members hesitate to report mistakes or challenges. ☐
6. You often hear, "It's okay, no problem," but then things go wrong later. ☐
7. Only a few people speak regularly, others stay quiet. ☐
8. Team members rarely suggest new ideas or improvements. ☐
9. Staff turnover is high, and exit interviews reveal surprises ☐
10. You feel like you're managing a group, not leading a team. ☐

👉 *If you checked 3 or more, your team might be silently struggling.*

SECTION TWO

Real Talk from the Nepali Workplace

Below are anonymous testimonials from Nepali corporate professionals, sharing their perspectives on workplace culture. Names have been withheld to ensure confidentiality.

“In our office, we have an open-door policy. But only if you say good things.”

— Mid-level Manager,
Insurance Company
Kathmandu

“I don’t say what I think in meetings rather what I know they want to hear. I’ve seen people punished for speaking up.”

— HR Officer, Banking
Sector, Kathmandu

Our boss has an open-door policy, but only if you say something nice. The moment you speak up, that door closes.”

— Team Lead, INGO

“Most people here just follow orders. If you question, it’s seen as disrespectful.”

— Senior Officer,
Government Project Unit

“We lost our best staff because we never asked how they were doing until it was too late.”

— Director, Private College,
Pokhara

We had a team member quit, and none of us saw it coming. Later, we found out she had been silently disengaged for months.”

— Manager, Tech Company, Lalitpur

*These voices represent hundreds of workplaces across Nepal.
And the common thread? Leadership didn’t listen until it was too late.*

SECTION THREE

Reflect: Is This Your Leadership Style?

Answer the following questions privately. There are no right or wrong answers, just honest ones.

1. When someone disagrees with you, do you feel threatened or curious?


2. Are your meetings safe spaces or spaces for status updates?

3. Do your team members speak up or play safe?

4. Do you reward honesty or comfort?

5. How do you react when someone makes a mistake?

6. Do people feel energized after meeting you or drained?

 *Take 10 minutes to jot down your thoughts. This reflection alone can open doors.*

SECTION FOUR

Leadership Positioning Table

Use this table as a mirror, not a judgment. Your role is not to be perfect, but to grow with awareness and intention. Write a Key Growth Area for yourself.

Your Reflective Style	Typical Behaviour	Current Impact at Work	Ideal Leadership Style for You	Key Growth Area
The Fixer	You rush to solve problems without understanding root causes.	Quick decisions, but recurring issues and disengaged team.	The Systems Leader – looks at structure and culture, not just symptoms.	
The Deflector	You blame others and avoid accountability.	Teams lack trust; culture of fear or gossip.	The Mirror Leader – seeks feedback and models self-responsibility.	
The Overthinker	Embrace honest feedback and own your part in challenges.	Missed opportunities; teams feel stuck or confused.	The Decisive Reflector – balances reflection with clarity and action.	
The Avoider	You delay addressing issues until they explode.	Burnout, resentment, or silent disengagement.	The Courageous Leader – leans into discomfort and initiates change.	
The Aware Leader	You reflect, respond, and align values with action.	High trust, healthy culture, and stable performance.	The Conscious Architect – shapes systems that grow others.	

SECTION FIVE

5 Changes You Can Make Right Now

These aren't big reforms. They're small leadership habits that create big trust.



1. ASK BETTER QUESTIONS

Instead of: "Any questions?"

Say: "What are your concerns or suggestions about this decision?"



2. NORMALIZE DISAGREEMENT

When someone disagrees with you, say: "That's an important point. Let's explore that more."



3. HOLD LISTENING CIRCLES

Every month, sit with your team with no agenda, just ask:

"What's not working for you right now?"



4. OWN YOUR MISTAKES FIRST

Leadership isn't about being perfect. Show accountability, and your team will do the same.



5. INVEST IN FEEDBACK TRAINING

Help yourself and your team learn how to give and receive feedback. (That's where we can help.)

CHAPTER SIX

Ready to Lead Differently?

You don't have to fix everything overnight. But ignoring the silent signs will only cost you more — in trust, retention, performance, and team wellbeing.

Download this workbook, start with 15 minutes of reflection, and take one bold action this week. Print out the workbook and complete the diagnostic exercises. This may be the quietest problem in your office but it doesn't have to stay silent any longer.

About Kiran Deep Sandhu

Kiran is a Behavioural Coach and Leadership Communication expert with over 20 years of experience. She works with corporate leaders, CEOs, HR heads, and boards across Asia to help them transform their leadership through emotional intelligence, mindset change, and conscious communication.

Now working closely with Nepali corporate leaders through Nepal Speakers Bureau, she helps transform “status quo” leadership into people-first, performance-driven cultures.

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