

Workplace Culture Audit Journal



A Confidential Diagnostic Tool for

Organization

Department

How to Use This Journal

1. Document behaviors without names (e.g., "Meeting interruptions: 3x")
2. Rate impact from 1-5 (1 = minor, 5 = severe)
3. Note your gut reaction
4. Lightly validate with 1-2 trusted colleagues

TRACKING LEGEND

✓ Positive behavior | ⚠ Neutral | ✗ Negative behavior



Workplace Culture Audit Journal



Audit Date

Observations

Behavior Observed

Time

Gut Reaction

Impact

Pattern

Notes

Behavior Observed

Time

Gut Reaction

Impact

Pattern

Notes

Behavior Observed

Time

Gut Reaction

Impact

Pattern

Notes

Today's Biome Culture Win:
[Note one positive interaction observed]

Workplace Culture Audit Journal



Top 3 Behaviors - Week:

1	
2	
3	

Time Wasted - Man Hours

--

Moral Impact

--