

The questions in this section let you express your overall opinions about working at the Smithsonian.

Overall, I am satisfied with my job.

My work gives me a feeling of personal accomplishment.

I like the kind of work I do.

The work I do is important to the Smithsonian.

Overall, I am satisfied with my compensation.

My job makes good use of my knowledge and abilities.

I am satisfied with my opportunity to get a better job in the Smithsonian.

I would recommend the Smithsonian as a good place to work.

Considering everything, I am satisfied with the Smithsonian.

The next set of questions let you express your opinions regarding the Smithsonian's senior leadership (Secretary, Under Secretaries, and President of Smithsonian Enterprises).

I have a high level of respect for the Smithsonian's Secretary (G. Wayne Clough).

The Smithsonian's Secretary generates high levels of motivation and commitment in the workforce.

The Smithsonian's Secretary maintains high standards of honesty and integrity.

Three similar questions regarding the Under Secretary for Science, the Under Secretary for Humanities, Art and Culture, the Under Secretary for Finance and Administration, the President of Smithsonian Enterprises, the Director of the Office of Facilities Engineering and Operations, the Chief Financial Officer, the Director of External Affairs, and the Director of Communications, to be answered only by employees reporting to them.

The following questions allow you to express your opinions about the Smithsonian-wide working environment.

I am satisfied with the information I receive from the Smithsonian's senior leaders on what's going on in the Smithsonian (Secretary, Under Secretaries, and Board of Regents).

I am satisfied with the policies and practices enacted by the Smithsonian's senior leaders (Secretary, Under Secretaries, and Board of Regents).

I am satisfied that I have received appropriate information, or can access appropriate information, about new policies and procedures of the Smithsonian.

I am satisfied that the strategic planning process will identify specific initiatives to strengthen the Smithsonian in the future.

Managers support collaboration across Smithsonian units to accomplish work objectives.

Smithsonian leaders and managers promote communication and cooperation across units in the Smithsonian.

Smithsonian policies and programs promote diversity in the workplace (for example, recruiting minorities and women, training in awareness of diversity issues, mentoring).

I know how my work relates to the Smithsonian's goals and priorities.

The Smithsonian successfully accomplishes its mission.

I believe that the results of this survey will be used to make the Smithsonian a better place to work.

Senior leaders demonstrate support for work-life programs (for example, health and wellness, employee assistance, and support groups).

I am satisfied with Smithsonian occupational health and wellness programs (for example, flu shots, exercise activities, medical screening, respirator fitting, health assessments, etc.).

I am satisfied with Smithsonian Employee Assistance Programs.

Select the answer that best describes your child care situation while working at the Smithsonian.

(If applicable) I am satisfied with Smithsonian child care programs.

Prohibited personnel practices (for example, illegally discriminating for or against any employee/applicant, obstructing a person's right to compete for employment, knowingly violating veterans' preference requirements) are not tolerated.

Arbitrary action, personal favoritism and coercion for partisan political purposes are not tolerated.

The questions in the next section will let you express your opinions about the overall working environment in My Unit. In some smaller units, your Unit's Director and your supervisor may be the same person. Please answer both sets of questions (Unit Director and Supervisor) since they are different questions. In some cases, such as Smithsonian Enterprises, your Unit may be called Division or Bureau.

I have a high level of respect for my Unit's Director.

My Unit's Director generates high levels of motivation and commitment in the workforce.

My Unit's Director maintains high standards of honesty and integrity.

My Unit's Director reviews and evaluates my Unit's progress toward meeting its goals and objectives.

My Unit's Director communicates My Unit's goals and priorities.

Grade promotions in My Unit are based on merit.

Creativity and innovation are generally rewarded in My Unit.

In my Unit, positive and negative individual performances are recognized in a meaningful way.

Individual pay raises (excluding cost of living adjustments (COLA)) depend on how well individual employees perform their jobs.

My Unit's employees who provide high quality services and products to customers (visitors, researchers, funding sources, other employees, etc.) are rewarded in meaningful ways.

In my Unit, employees are protected from health and safety hazards on the job.

My Unit's employees have a feeling of personal empowerment with respect to work processes.

**My Unit has prepared employees for potential security threats (i.e., threats from terrorists rather than robbery, theft, assaults, and other threats to personal security).**

**(If applicable) What kinds of security threats are you thinking of?**

**Recognition and awards (monetary or non-monetary) in my Unit depend on how well employees perform their jobs.**

**I am given a real opportunity to improve my skills in my Unit.**

**Managers in my Unit promote communication among different work units (for example, about projects, goals, and needed resources).**

**Managers in my Unit support collaboration across work units to accomplish work objectives.**

**Differences among individuals (for example, gender, race, national origin, religion, age, cultural background, disability) are respected and valued by employees within my Unit.**

**I would recommend my Unit as a good place to work.**

**My Unit successfully accomplishes its mission.**

**Select the answer that best describes your teleworking situation. (A work arrangement in which an employee performs officially assigned duties at home or other worksites geographically convenient to the residence of the employee.)**

**(If applicable) I am satisfied with telework programs in My Unit.**

**Select the answer that best describes your Alternative Working Schedule (AWS) situation. (A work arrangement in which an employee works a schedule that is different from regular Smithsonian hours to accommodate employee needs such as working four 10-hour days rather than five 8-hour days.)**

**(If applicable) I am satisfied with Alternative Work Schedules (AWS) programs in My Unit.**

**Considering everything, I am satisfied with My Unit.**

**The next set of questions will let you express your opinions about your supervisor, that is the person who prepares and signs your annual performance plan. In some smaller units, your unit's Director and your supervisor may be the same person. Please answer both sets of questions.**

**I have trust and confidence in my supervisor.**

**Overall, my immediate supervisor is an effective supervisor.**

**Overall, the manager directly above my immediate supervisor is an effective manager.**

**My supervisor regularly evaluates my training needs for my present job.**

**My supervisor takes steps to address a poor performer who cannot or will not improve.**

**Discussions with my supervisor about my performance are worthwhile.**

**My supervisor works well with employees of diverse backgrounds.**

**My supervisor is committed to a workforce representative of all segments of society.**

**My supervisor supports my need to balance work and other life issues.**

My supervisor recognizes and acknowledges my positive work contributions.

My supervisor provides constructive suggestions to improve my job performance.

My supervisor provides employees with opportunities to demonstrate their leadership skills.

My supervisor supports employee development.

My supervisor listens to what I have to say.

My supervisor treats me with respect.

In the last six months, my supervisor has talked with me about my performance.

The next set of questions let you express your opinions about your immediate personal work conditions (such as your workload and performance appraisal) and immediate work unit, that is, the people you work with daily or regularly.

I am fully satisfied with my opportunity to participate in preparing my annual performance plan.

In my most recent performance appraisal, I understood what I had to do to be rated at different performance levels (e.g., Fully successful, Outstanding, etc.).

My performance appraisal is a fair reflection of my performance.

My workload is reasonable.

I am satisfied with my involvement in decisions that affect my work.

I am satisfied with my choices, and the quality, of Smithsonian provided training to improve my performance in my present job.

I am encouraged to achieve positive results.

The people in my immediate work unit cooperate to get the job done.

My immediate work unit has the job-relevant knowledge and skills necessary to accomplish organizational goals.

My immediate work unit is able to recruit people with the right skills.

Physical conditions (such as, noise level, temperature, lighting, cleanliness in the workplace) allow employees to perform their jobs well.

I have enough information to do my job well.

I feel encouraged to come up with new and better ways of doing things.

I have sufficient resources to get my job done (for example, people, materials, budget, etc.).

Employees in my immediate work unit share job knowledge with each other.

I can disclose a suspected violation of any law, rule or regulation without fear of reprisal.

I know what is expected of me on the job.

When needed, I am willing to put in the extra effort to get a job done.

I am constantly looking for ways to do my job better.

The skill level in my immediate work unit has improved in the last year.

The overall quality of work done by my immediate work unit is very good.

Within the past twelve months, I have heard language, or witnessed behavior, in my workplace that I considered insensitive to my identity (race, ethnicity, national origin, gender, religion, disability, sexual orientation, and/or age).

(If applicable) Please explain the language or behavior that you considered insensitive. Your answer will be reported only to the Office of Equal Employment and Minority Affairs (OEEMA). It will not be reported to your Unit's Director.

Please use the space below for comments regarding working conditions in your Unit. Your Unit's Director will be given a list of your Unit employees' comments. There will be no information identifying individual employees. You may request that your comments be kept confidential from your Unit's Director. If you request that your comments be kept confidential from your Director, your comments will not be sent to your Director. Your confidential comments, however, will be reported to the Smithsonian's Secretary and appropriate Under Secretary.

Do you want My Unit's Director to see your confidential comments? (My Unit's Director will receive your comments if this question is not answered.)

Please use this space for any comments regarding working conditions in the Smithsonian or comments about the Smithsonian generally. The Secretary and Under Secretaries will be given a list of all comments. There will be no information identifying individual employees.

The final questions ask some personal statistical questions. The data will be used to make sure that the survey data are representative of the entire Smithsonian employee workforce. They will be used to prepare statistical reports for the Smithsonian internal website (PRISM), the public website, and federal oversight agencies. These data will not be used to identify you. If you feel uncomfortable answering any of the following questions, please choose "Prefer Not To Answer."

What is your supervisory status?

How long have you worked at this Unit (or predecessor units within the Smithsonian that may have been renamed or moved to your current unit)?

How long did you work at the Smithsonian before joining your current Unit (including predecessor units)? (For example, Smithsonian Business Ventures was the predecessor to Smithsonian Enterprises and Horticulture was a predecessor to OFMR.)

Do you have a disability that affects your ability to perform the essential functions of your job?

(If applicable) I have received an accommodation (equipment, schedule change, etc.) to assist me in performing my work.

Are you considering leaving the Smithsonian within the next year, and, if so, why?

Currently, I am planning to retire ...