

FORM **BC-1294**
(3-16-2008)

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

**CENSUS
FIELD REPRESENTATIVE (FR)
EXIT QUESTIONNAIRE**

Field Representative Information

Regional Office

Field Representative Name

Field Representative Home Telephone Number

B. Record of Contact

Date/Time of Contact (1)			Interviewer (2)	Result of Contact (3)	Interview Type (4)	Comments (5)
Date	Start Time	Stop Time				

C. Result of Contact – Use to fill in column 3 above.

- | | |
|---|--|
| 1 <input type="checkbox"/> Ring, no answer | 7 <input type="checkbox"/> Spoke with respondent, hung up telephone |
| 2 <input type="checkbox"/> Got answering machine, left message | 8 <input type="checkbox"/> Spoke with respondent, refused the interview |
| 3 <input type="checkbox"/> Spoke with someone other than respondent, left message | 9 <input type="checkbox"/> Spoke with someone other than respondent, respondent no longer at that number |
| 4 <input type="checkbox"/> Spoke with respondent | 10 <input type="checkbox"/> Other – Specify _____ |
| 5 <input type="checkbox"/> Telephone disconnected | |
| 6 <input type="checkbox"/> Telephone temporarily out of service | |

D. Interview type – Use to fill in Column 4 above.

- 1 Completed interview
- 2 Partial/Incomplete Interview
- 3 Non-Interview, Refusal
- 4 Non-Interview, Other

E. If final interview type is Non-interview, Other – please explain reason for noninterview.

Script for Answering Machines/Nonrespondent: Hello, I'm [Your name] from the U.S. Census Bureau in Washington, D.C. I'm calling to talk to [field representative's first and last name] to ask a few questions about employment with the Census Bureau. Please call me back at the following toll free number: 1-877-560-7370. Thank you. I look forward to hearing from you.

[Telephone introduction]: Hello, I would like to speak with [FR's first and last name]. Hello, I'm _____ from the U.S. Census Bureau in Washington, D.C. We're concerned with the job satisfaction among our Field Representatives and we are interviewing a sample of FRs who have recently left the Bureau. I would like to ask you a few questions. The information is being collected to determine the reasons for turnover among field representatives. The Census Bureau will use this information to develop effective policies and procedures designed to retain field representatives and reduce turnover. The information will be protected from disclosure under the Freedom of Information Act (5 U.S.C. section 552) and the Privacy Act (5 U.S.C. section 552a) to the extent provided by law. This survey is voluntary and will only take about seven minutes. The OMB control number, 0607-0404 expires on 05/31/2008. The Census Bureau may not conduct or sponsor, and a person is not required to respond to, the information collection unless it displays a currently valid OMB control number.

Section 1 - BACKGROUND

1. How long did you work for the Census Bureau?
(Mark (X) one box only.)

- 1 Less than 3 months
- 2 3 months to less than 6 months
- 3 6 months to less than one year
- 4 One year to less than 3 years
- 5 3 years to less than 6 years
- 6 6 years to less than 10 years
- 7 10 years or more
- 8 Quit during or right after training

4a. Did the job meet your expectations? Mark (X) one box only.

- 1 Yes - Go to 5.
- 2 No - Go to 4b below.

b. What expectations didn't it meet?

2. What was it about this job that appealed to you and made you apply initially?
(Mark (X) all that apply.)

- 1 Like interacting with people/like that job involves working with and talking to people
- 2 Like that job allow you to work in own community
- 3 Like setting own hours
- 4 Like flexibility of job
- 5 Like that job allows you to work independently
- 6 Like pay scale
- 7 Like that job is not an office job
- 8 Wanted to work for government
- 9 Nothing in particular, just needed a job
- 10 Other - Specify _____

5. [In the last five years,] on what surveys did you work?
Please answer "Yes or "No" after I read each survey name. (Note if the respondent quit right after or during training, ask which survey he/she was being trained on when he/she decided to quit.)
(Mark (X) one box for each item.)

	Yes	No
a. ACS (American Community Survey)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. AHSN (American Housing Survey - National)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. AHSMS (American Housing Survey - MS)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. CE (Consumer Expenditure Survey)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. CPS (Current Population Survey)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
f. FHWAR (National Survey of of Fishing, Hunting, and Wildlife Associated Recreation)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
g. NCVS (National Crime and Victimization Survey)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
h. NHIS (National Health Interview Survey)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
i. NSCG (National Survey of College Grads)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
j. SIPP (Survey of Income and Program Participation)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
k. SOC (Survey of Construction)	1 <input type="checkbox"/>	2 <input type="checkbox"/>
l. Other - Specify _____	1 <input type="checkbox"/>	2 <input type="checkbox"/>

3a. Did you participate in a pre-training observation of actual interviewing before going to initial training?
(Mark (X) one box only.)

- 1 Yes - Go to 3b.
- 2 No - Go to 4a
- 3 Don't know/Don't remember - Go to 4a

6. On average how many hours did you work per month on all surveys? (Enter a whole number.)

_____ Hours

b. Did participation in the pre-training observation help provide you with a more realistic understanding of the demands of the job?
(Mark (X) one box only.)

- 1 Yes
- 2 No

7. How many hours would you have liked to work per month on all surveys? (Enter a whole number.)

_____ Hours

Section 2 - REASONS FOR TURNOVER

8. What was/were the reason(s) you left your job? (Do not read the list below. Mark "Yes or "No" for each reason that best describes the response given by the FR. When reasons provided by the FR are too broad/general, probe to clarify and or explain the reasons so you may check the appropriate box.)

Yes No

a. Automation: Hardware problems

- a1. Computer too slow 1 2
- a2. Computer too heavy 1 2
- a3. Poor battery life 1 2
- a4. Carrying extra computer attachments 1 2
- a5. Other - Specify _____ 1 2

b. Automation: Software problems

- b1. Unable to correct known errors 1 2
- b2. Inability to review completed cases 1 2
- b3. Didn't like the change from DOS to Windows base instruments 1 2
- b4. Other - Specify _____ 1 2

c. Benefits: Inadequate

- c1. Health 1 2
- c2. Life 1 2
- c3. Retirement 1 2
- c4. Annual/Sick leave 1 2

d. Benefits: Cost too much

- d1. Health 1 2
- d2. Life 1 2
- d3. Retirement 1 2

e. Benefits: Criteria for Qualifying

- e1. Takes too long to qualify 1 2
- e2. Unreasonable criteria to qualify 1 2

f. Hours

- f1. Wanted full-time job 1 2
- f2. Disliked night work 1 2
- f3. Disliked weekend work 1 2
- f4. Disliked working holidays 1 2
- f5. Wanted fewer hours 1 2
- f6. Wanted more hours, but less than full-time 1 2

g. Nature of job

- g1. Disliked working in unsafe neighborhoods 1 2
- g2. Wanted job with advancement 1 2
- g3. Disliked traveling 1 2
- g4. Disliked working alone 1 2
- g5. Disliked telephone interviewing 1 2
- g6. Disliked personal visit interviewing 1 2
- g7. Difficulty using laptop 1 2
- g8. Concerns of computer theft 1 2

h. Pay

- h1. Insufficient hourly pay 1 2
- h2. Insufficient gross pay 1 2
- h3. Supervisor wouldn't approve overtime 1 2
- h4. Insufficient reimbursement for miles and expenses 1 2

8. Continued

Yes No

i. Performance

- i1. Too much pressure to improve production rates 1 2
- i2. Too much pressure to improve transmittal rates 1 2
- i3. Too much pressure to improve response rates 1 2
- i4. Too difficult to meet deadlines 1 2
- i5. Unfair appraisal 1 2

j. Problems with Respondents

- j1. Disliked interacting with hostile/unfriendly respondents 1 2
- j2. Difficulty finding someone home to interview 1 2
- j3. Disliked trying to convince people to participate 1 2

k. Supervisors/Office Staff

- k1. Too demanding 1 2
- k2. Rude 1 2
- k3. Did not provide support needed 1 2
- k4. Disliked working for multiple supervisors 1 2
- k5. Disliked way was talked to/treated by supervisor 1 2
- k6. Discrimination 1 2
- k7. Other - Specify _____ 1 2

l. Survey/Survey Questions

- l1. Disliked asking sensitive questions 1 2
- l2. Thought survey was too long 1 2
- l3. Didn't believe respondent data was kept confidential 1 2
- l4. Disliked asking personal questions 1 2
- l5. Disliked asking Social Security number 1 2
- l7. Other - Specify _____ 1 2

m. Workload/Assignments

- m1. Locations were too dispersed 1 2
- m2. Workload too heavy 1 2
- m3. Workload too light 1 2
- m4. Workload too inconsistent 1 2
- m5. Did not like that was required to work multiple surveys 1 2

n. Personal

- n1. Retired 1 2
- n2. Health 1 2
- n3. Moved 1 2
- n4. To go back to school 1 2
- n5. Lack of transportation 1 2
- n6. Job conflicted with other family and/or personal obligations 1 2
- n7. Job conflicted with other employment and/or school schedules 1 2

o. Training

- o1. Initial training overwhelming 1 2
- o2. Initial training inadequate 1 2
- o3. Too many different training materials 1 2
- o4. Not enough refresher training 1 2
- o5. Other - Specify _____ 1 2

Section 2 – REASONS FOR TURNOVER – Continued

Ask question 9 only if any box in 8c was answered "Yes".

9. Why do you feel the benefits were inadequate?

- | | Yes | No |
|---------------------------------|----------------------------|----------------------------|
| 1. Not enough leave earned | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 2. Not enough coverage provided | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 3. Payout inadequate | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 4. Other – Specify _____ | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 5. Other – Specify _____ | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |

13a. Of the reasons you gave for leaving your job, what was the most important reason? If you like, I can read the reasons you gave back to you. (ASK only if more than one reason was checked in question 8. Enter reason letter/number as appropriate from question 8 on the line below.)

_____ Most important

b. What was the second most important reason? If you like, I can read the reasons you gave back to you. (ASK only if more than two (2) reasons were checked in question 8. Enter reason letter/number as appropriate from question 8 on the line below.)

_____ Second most important reason

Ask question 10a and question 10b only if either question 8h1 or question 8h2 was answered "Yes".

10a. Would an increase in pay per hour have caused you to continue working for Census? (Mark (X) one box.)

- 1 Yes
2 No – Go to 11

b. What increase in pay per hour would have been enough for you to continue working for Census? Please answer yes or no after I read each item. (Mark (X) one box for each item.)

- | | Yes | No |
|-----------------------------------|----------------------------|----------------------------|
| 1. Less than one dollar | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 2. Between one and two dollars | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 3. Between two and three dollars | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 4. Between three and four dollars | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 5. More than four dollars | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |

Ask question 11 only if question 8l1 or 8l4 was answered "Yes".

11. You reported that asking sensitive or personal questions was one of the reasons you left your job. Which questions did you feel uncomfortable asking the respondent? Please answer "Yes" or "No" after I read each one. Mark (X) one box for each item.

- | | Yes | No |
|---------------------------|----------------------------|----------------------------|
| 1. Income | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 2. Drugs and alcohol | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 3. Health | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 4. Race/ethnicity | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 5. Social Security number | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 6. Other – Specify _____ | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |

12a. In addition to the reasons already given, were there any other aspects of the field representative's position that you really disliked which contributed to your decision to leave the Census Bureau? (Mark (X) one box.)

- 1 Yes
2 No – Go to 13a

b. What were they? (Enter letter/number of additional reasons using the letters/numbers from the question 8 series.)

Section 3 – GENERAL ATTITUDE TOWARDS JOB

14. What did you like best about the job?

15. The next set of questions ask about your first line supervisor. In some cases it may have been a regional office supervisor; in others a senior field representative (SFR). Although you may have had more than one supervisor (either regional office supervisor or senior field representative (SFR)) and your satisfaction may have varied for different supervisors, in general, would you say that you were very satisfied, somewhat satisfied, somewhat dissatisfied, or very dissatisfied with . . . (Please read each item. Circle one response for each item.)

VERY SATISFIED SOMEWHAT SATISFIED SOMEWHAT DISSATISFIED VERY DISSATISFIED

- | | | | | |
|---|---|---|---|---|
| a. The availability of your supervisor/SFR | 1 | 2 | 3 | 4 |
| b. Your supervisor's/SFR's ability to help you solve work-related problems | 1 | 2 | 3 | 4 |
| c. Communication between you and your supervisor/SFR | 1 | 2 | 3 | 4 |
| d. Monitoring of your performance by your supervisor/SFR | 1 | 2 | 3 | 4 |
| e. Your supervisor's/SFR's knowledge of survey concepts | 1 | 2 | 3 | 4 |
| f. Your supervisor's/SFR's knowledge of interviewing techniques | 1 | 2 | 3 | 4 |
| g. Your supervisor's/SFR's knowledge of the lap top computer | 1 | 2 | 3 | 4 |

Section 3 – GENERAL ATTITUDE TOWARD JOB – Continued

16. How often did you have contact, either by phone or in person, with your SFR? For each item I read, please tell me whether your contact with your SFR was daily, several times a week, once a week, less than once a week or never. (Please read each item. Circle one response for each item.)

	DAILY	SEVERAL TIMES A WEEK	ONCE A WEEK	LESS THAN ONCE A WEEK	NEVER
1. Prior to going to classroom training	1	2	3	4	5
2. During classroom training	1	2	3	4	5
3. Following classroom training, but before completing your 1st assignment	1	2	3	4	5
4. During your first month's assignment	1	2	3	4	5
5. During your second and third month's assignment	1	2	3	4	5

17. Overall, did you think your contact with your SFR was too much, too little, or just right? (Mark (X) one box only.)

- 1 Too much
- 2 Too little
- 3 Just right

18. To what extent did the amount of contact you had with your SFR have an impact on your decision to leave the Bureau. Did the amount of contact you had with your SFR have a little, a lot or no impact on your decision to leave? (Mark (X) one box only.)

- 1 A little
- 2 A lot
- 3 No impact

19. Next I'm going to read you a list of field representative tasks. For each task I read, please tell if the training you received to help you perform the task was outstanding, very good, good, fair or poor. (Circle one response for each item.)

	OUTSTANDING	VERY GOOD	GOOD	FAIR	POOR
a. Introducing and explaining the purpose of the survey	1	2	3	4	5
b. Answering respondents' questions	1	2	3	4	5
c. Selling the survey	1	2	3	4	5
d. Getting respondents to cooperate	1	2	3	4	5
e. Completing a survey for an occupied unit	1	2	3	4	5
f. Determining when to take a proxy	1	2	3	4	5
g. Dealing with vacant and out of scope units	1	2	3	4	5
h. Converting a refusal	1	2	3	4	5
i. Probing for accurate answers	1	2	3	4	5
j. Completing a payroll	1	2	3	4	5
k. Using the laptop	1	2	3	4	5

Section 3 – GENERAL ATTITUDE TOWARD JOB – Continued

20. *[Read these instructions to the FR]: Lastly we would also like to get your overall opinion of the job you had with the Census Bureau, your pay, your supervisor and the Bureau in general. I will read a statement and afterwards I want you to tell me to what extent you agree or disagree with the statement. There are five possible responses: Strongly Agree, Agree, Disagree, Strongly Disagree. If the statement does not apply to you, you can respond by saying not applicable. Now I'm going to read you the list of statements. For each statement, tell me if you strongly agree, agree, disagree, strongly disagree, or if it is not applicable. (Please read each item. Circle one response for each item.)*

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	N.A.
a. My job was adequately described before I began work.	1	2	3	4	5
b. The initial training I received adequately prepared me on the concepts and procedures of the survey I worked.	1	2	3	4	5
c. My initial training adequately prepared me to do my job using a computer.	1	2	3	4	5
d. The refresher training I received adequately reinforced the concepts and procedures of the survey(s) I worked.	1	2	3	4	5
e. My pay was adequate for the type of work I did	1	2	3	4	5
f. My immediate supervisor usually let me know when I did a good job.	1	2	3	4	5
g. I usually felt safe in the areas that I worked	1	2	3	4	5
h. I was given adequate opportunity to share my experiences with and learn from peers and fellow interviewers.	1	2	3	4	5

21a. Are you currently working? *(Mark (X) one box only.)*

- 1 Yes – Go to 21b.
 2 No – Go to 22.

b. Is your current job as an interviewer?
(Mark (X) one box only.)

- 1 Yes
 2 No

c. Is this job a part-time or full-time job? *(Mark (X) one box only.)*

- 1 Yes
 2 No

22. Would you work for the Census Bureau again?
(Mark (X) one box only.)

- 1 Yes
 2 No
 3 Depends/Maybe – Explain _____

Read the following to the FR . . .

As I said at the beginning of this interview, we estimated that this interview would take about seven minutes. Send comments regarding the burden or any other aspect of this collection of information, including suggestions for reducing this burden to the:

Paperwork Project 0607-0404
 Room 3110, Federal Building 3
 U.S. Census Bureau
 Washington, DC 20233-1500

You may e-mail comments to

Paperwork@census.gov; use "Paperwork Project 0607-0404" as the subject

Thank you very much for your time.

Remember to specify on the front cover, whether this was a complete interview.

Notes