#### WELCOME

This Survey is issued to all the employees (federal employees) and Affiliates (non-federal employees – i.e. contractors, students, ...) of Physical Measurements Laboratory (PML) through the PML Diversity Team (PML DT). The PML DT intends to gain insights about the concerns and interests that PML Staff and Affiliates have (hereafter referred to as "staff") on issues surrounding diversity policies and programs within PML. The staff's replies gathered from this survey instrument will be used to help improve diversity awareness amongst individual staff, as well as to assist in increasing diversity hiring and retention. As an employee of PML, we are interested in your thoughts and opinions regarding your project team communication, PML diversity policies and your general job satisfaction.

The survey should take approximately 10 minutes at most. It will be taken off line within 2 weeks to be analyzed. The results will be summarized and a report will be made available to all staff.

THIS SURVEY IS COMPLETELY ANONYMOUS and CONFIDENTIAL. Please feel free to be as open and candid as possible.

Thank you in advance for your time and input. We greatly appreciate your participation.

Physical Measurements Laboratory Diversity Team Employee Satisfaction and Information Survey OMB Control # 0693-0031 (expires 02/29/2012)

NOTE: This questionnaire contains collection of information requirements subject to the Paperwork Reduction Act (PRA). Notwithstanding any other provisions of the law, no person is required to respond to, nor shall any person be subject to penalty for failure to comply with, a collection of information subject to the requirements of the PRA, unless that collection of information displays a currently valid OMB Control Number. The estimated response time for this questionnaire is 10 minutes. The response time includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments regarding this estimate or any other aspects of this collection of information, including suggestions for reducing the length of this questionnaire, to the NIST PML DT care of:

Leila Vale Leila.vale@NIST.GOV 303-497-5121

## **DEMOGRAPHICS**

1. \	Which of the following PML Divisions do you work in?
0	PML Laboratory Office, 680
0	Semiconductor & Dimensional Metrology Division, 683
0	Quantum Measurement Division, 684
0	Sensor Science Division, 685
0	Radiation and Biomolecular Physics Division, 682
0	Quantum Electronics and Photonics Division, 686
0	Electromagnetics Division, 687
0	Time and Frequency Division, 688
0	Quantum Physics Division, 689
2. V	Which of the following best describes your current position within PML?
0	Supervisor (Laboratory Management, Division Chief, Group Leader, Project Leader)
0	Administrative/Support
0	Scientist/Researcher/Technical
3. V	What is the highest level of education you have completed?
0	Less than high school
0	High school diploma
0	Associate's degree
0	Bachelor's degree
0	Master's degree
0	Doctoral degree
0	Specialist degree
Othe	er (please specify)

# Physical Management Laboratory Diversity Team Survey 4. How long have you worked for NIST? C Less than six months Six months to 1 year C 1-2 years C 3-5 years 6-10 years 11-15 years 16-20 years O More than 20 years

## **DEMOGRAPHICS**

<b>5.</b> \	Vhat is your gender?
0	Male
0	Female
6. <b>\</b>	Vhat is your ethnicity?
0	Hispanic or Latino
0	Not Hispanic or Latino
7. <b>\</b>	Vhat is your race? Please select one or more.
	American Indian or Alaskan Native.
	Asian
	Black or African American
	Native Hawaiian or Other Pacific Islander
	White
8. \	Which age group do you fall within?
0	Less than 20
0	20-29
0	30-39
0	40-49
0	50-59
0	Over 60
9. ۱	Which of the following best describes your employment status?
0	Full-time permanent
0	Full-time temporary
0	Affiliate/contractor/associate/guest researcher
Othe	er (please specify)

EMOGRAPHIC	S			
0. If you are a Ni	ST employee, w	hat is your caree	er path?	
C ZT				
C ZP/ST				
C zs				
C ZA				

#### **ATTITUDES**

# 11. Please indicate the extent to which you agree or disagree with the following statements.

	Strongly Agree	Agree Somewhat	Neither Agree Nor Disagree	Disagree Somewhat	Disagree Strongly	Don't Know
Diversity awareness is important for PML and should be actively promoted by supervisors, staff and coworkers.	O	С	C	C	O	O
My Advisor/Supervisor treats all of his/her employees fairly and with respect.	0	0	0	O	O	0
My coworkers treat each other with respect, regardless of their educational background.	O	О	C	O	О	O
My coworkers treat each other with respect, regardless of their race, gender, age or other diversity differences.	O	O	0	O	0	0
In order to "fit in" I often feel I need to change some of my personal characteristics (e.g., language, dress, communication).	O	О	O	0	0	О
Minorities and women are represented well in key positions throughout the organization.	0	0	O	0	0	O
PML is sufficiently flexible to allow me to meet my family responsibilities.	0	O	O	О	0	0
PML has no diversity problems.	0	O	O	O	0	O

#### **BELIEFS**

# 12. Please indicate the extent to which you agree or disagree with the following statements.

statements.						
	Strongly Agree	Agree Somewhat	Neither Agree Nor Disagree	Disagree Somewhat	Disagree Strongly	Don't Know
There are fewer opportunities for advancement to supervisory/ management positions for racial/ethnic groups, disabled, gay/lesbians, and women than other employees.	C	С	C	C	C	O
Supervisors in my division support diversity in their hiring process.	O	0	0	0	O	0
I believe employees are promoted fairly in this organization.	0	O	O	О	0	0
I believe employees are compensated fairly in this organization.	0	O	O	O	O	0
In my division, I feel that Advisors/Supervisors engage in employment practices that benefit members of their own race/ethnicity, gender, sexual orientation, etc.	O	0	0	•	C	•
I believe that if I report discrimination within my division, I will be subject to negative treatment by management.	0	O	O	О	O	О

## **EMPLOYEE EXPERIENCES**

บสเ	sed upon any of the following? Please check all that apply.
	Race/ethnicity
	Gender
	Age
	Sexual orientation
	Religious beliefs
	Disability
	None of the above
Othe	er (please specify)
an/	countered while working at NIST
14.	Please tell us about any instances of discrimination in the workplace that you have
enc	countered while working at NIST.
enc	countered while working at NIST.
	Countered while working at NIST.  Have you ever been made to feel inferior by someone in the workplace due to your:
15.	Have you ever been made to feel inferior by someone in the workplace due to your:
15.	Have you ever been made to feel inferior by someone in the workplace due to your:
 	Have you ever been made to feel inferior by someone in the workplace due to your:  Education level  Job position
 	Have you ever been made to feel inferior by someone in the workplace due to your:  Education level  Job position  Affiliate employee status
15.	Have you ever been made to feel inferior by someone in the workplace due to your:  Education level  Job position  Affiliate employee status  Race/ethnicity
15.	Have you ever been made to feel inferior by someone in the workplace due to your:  Education level  Job position  Affiliate employee status  Race/ethnicity  Gender
	Have you ever been made to feel inferior by someone in the workplace due to your:  Education level  Job position  Affiliate employee status  Race/ethnicity  Gender  Age
15.	Have you ever been made to feel inferior by someone in the workplace due to your:  Education level  Job position  Affiliate employee status  Race/ethnicity  Gender  Age  Disability

Physical Management Laboratory Diversity Team Survey
16. In the past 10 years, have you ever worked at NIST as an affiliate/contractor/guest
researcher?  O Yes
C No
~ NO

Physical Management Laborato	ry Diversity Team Survey
AFFILIATE EXPERIENCES	
17. Do you ever feel treated differently affiliate/contractor/guest researcher s	y from NIST employees because of your tatus?
C Frequently	
Occasionally	
○ Seldom	
O Never	
18. Please let us know the reasons yo how this treatment has affected your	u feel treated differently from NIST employees, and job performance.
	<b>▼</b>
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#### **ORGANIZATION COMMUNICATION**

# 19. Please indicate the extent to which you agree or disagree with the following statements.

	Strongly Agree	Agree Somewhat	Neither Agree Nor Disagree	Disagree Somewhat	Disagree Strongly	Don't Know
I have enough information from my Advisor/Supervisor to perform my job effectively.	О	O	O	C	O	C
I would like my Advisor/Supervisor to talk with me more frequently about my career goals and job satisfaction.	0	C	C	О	O	О
I feel well informed by PML Management regarding the health of the organization.	O	0	0	O	O	O
Advisors/Supervisors communicate frequently with staff regarding project status and issues.	O	O	C	О	O	О
There is good communication between the PML Boulder and Gaithersburg campuses.	O	О	С	0	С	0
I am aware of how my project team's goals fit into the overall organization.	0	0	0	O	O	O
I have a good understanding of what each of the different divisions do within PML.	O	0	О	0	O	0
I have a good understanding of the future direction of PML.	0	0	0	O	O	O

# 20. Please tell us about any additional information or communication you would like to receive from PML.

	<b>A</b>
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Agree Somewhat Strongly Agree Agree Somewhat Strongly Agree Agree Somewhat Disagree Somewhat Somewhat Somewhat Strongly Agree Agree Somewhat Disagree Somewhat Disagree Strongly Don't Know Somewhat Some	Strongly Agree Agree Somewhat Disagree Somewhat Somewhat Disagree Somewhat Disagree Somewhat Disagree Somewhat Disagree Somewhat Disagree Strongly Don't Know Now Who I can go to if I C C C C C C C C C C C C C C C C C C	IVERSITY COM	MUNICATI	ON				
Strongly Agree Agree Somewhat Disagree Somewhat Disagree Somewhat Disagree Strongly Don't Know know who I can go to if I C C C C C C C C C C C C C C C C C C	Strongly Agree Agree Somewhat Disagree Somewhat Disagree Somewhat Disagree Strongly Don't Know know who I can go to if I C C C C C C C C C C C C C C C C C C		e the extent	to which you	ı agree or disa	agree with	the following	
know who I can go to if I C C C C C C C C C C C C C C C C C C	know who I can go to if I C C C C C C C Axperience discrimination or harassment in the rorkplace.  feel comfortable C C C C C C C C C C C C C C C C C C C	tatements.	Strongly Agree	Agree Somewhat		-	Disagree Strongly	Don't Know
iscussing vorkplace/diversity issues  feel staff members that  O  O  O  O  O  O  O  O  O  O  O  O  O	iscussing forkplace/diversity issues with my Advisor/Supervisor.  feel staff members that C C C C C C ave an education level ligher than mine respect my opinion.  2. What do you think could be done to improve communication or diversity issues withink multiple.	xperience discrimination r harassment in the	С	О			О	0
ave an education level igher than mine respect ny opinion.  2. What do you think could be done to improve communication or diversity issues within ML?	ave an education level igher than mine respect ny opinion.  2. What do you think could be done to improve communication or diversity issues within ML?	iscussing orkplace/diversity issues	0	O	0	0	O	O
ML?	ML?	ave an education level igher than mine respect	0	0	O	O	С	O
								<b>△</b>

# Physical Management Laboratory Diversity Team Survey DIVERSITY TEAM

23.	Are you aware that there is a PML Diversity Team?
0	Yes
0	No
	Please indicate which of the following services you believe are provided by the PML ersity Team. Please select all that apply.
	Diversity training
	Annual Diversity Day event
	Diversity book and video library
	Employee advocacy
	Liaison between staff and management
	Staff diversity issue support
	None of the above
	Don't know
Othe	er (please specify)
_	Mostly worthwhile
0	Mostly worthwhile
0	Somewhat worthwhile
0	Not worthwhile
0	Did not attend

# Physical Management Laboratory Diversity Team Survey 26. Please let us know which diversity training topics you think would benefit PML staff. Please select all that apply. ☐ Conflict resolution Respect in the workplace ☐ Interpersonal cooperation ☐ Workplace harassment training ☐ Workplace gender training ☐ Generational training Disability awareness ☐ Intercultural communication ■ None of the above Other (please specify)

# Physical Management Laboratory Diversity Team Survey **THANK YOU** Thank you for taking the time to complete this survey. We greatly appreciate your feedback and will notify you when the results are available for your review. If you have any questions, please feel free to call Leila Vale, PML Diversity Team, at (303) 497-5121.