

**Announcement – Sent to respondents who WILL receive paper survey.**

E-mail Subject: 2010 Department of Defense National Survey of Employers

Your Ticket Number: CXXXXXXX

We recently contacted your business about participating in the "2010 Department of Defense National Survey of Employers." This survey explores the needs and best practices in supporting businesses (public, private, and non-profit) that have employed or might employ National Guard and Reserve service members. The survey will ask questions about hiring and staffing issues, especially around service member employee absences for extended periods of time. During our telephone call, it was suggested you might be the best person to answer these questions. While participation is voluntary, your opinions are very important. I assure you the survey will not ask for any financial information and your responses will be kept private to the extent permitted by law.

This is your chance to have your business' experiences and perspectives included in the design of policies and programs to make the employment of service members more productive and convenient for both employers and service members. We would still like to hear from your business even if you do not currently employ any service members. The survey should take about 10-30 minutes to complete.

The paper version of the survey should arrive shortly. If you prefer, you may take the survey on the Web. The survey is now available at this Web site: <https://www.dmdc.osd.mil/dodsurvey>

Simply click on the address above to go directly to the Web site. If this does not work, "copy and paste" this address into the Web address box of your internet browser. Note: you must use the address box of the browser, not a search engine such as Google.

For your convenience, DMDC has set up a telephone line for anyone who wishes to verify the survey's legitimacy. Call 1-703-696-7427 for a list of current data collections by licensed DMDC surveys. If you have access to a DSN telephone line, you can call 426-7427. This prerecorded list does not include surveys being conducted by other DoD offices.

If you have any questions or concerns about the project, please contact our Survey Processing Center by replying to this email, emailing QNSE@osd.pentagon.mil, calling toll-free 1-800-881-5307, or sending a fax to 1-763-268-3002. If you do not wish to participate or receive additional reminders, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list."

Thank you for participating in the "2010 Department of Defense National Survey of Employers."

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Deleted: (Batch 1: 8/2/10, Batch 2: 8/27/10)¶

Deleted: confidential

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Deleted: the survey will not ask for any financial information

Deleted: Only group statistics will be reported.

**Announcement – Sent to respondents who WILL NOT receive paper survey**

E-mail Subject: 2010 Department of Defense National Survey of Employers

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Thank you for participating in the "2010 Department of Defense National Survey of Employers."

**1<sup>st</sup> E-mail Reminder**

Deleted: (Batch 1: 8/6/10, Batch 2: 9/3/10)

Subject: 2010 Department of Defense National Survey of Employers

Your Ticket Number: CXXXXXXX

If someone at your organization has completed the "2010 Department of Defense National Survey of Employers," thank you. If not, please try to do so today. The survey explores the needs and best practices in supporting businesses (public, private, and non-profit) that have employed or might employ National Guard and Reserve service members. This survey is your organization's chance to have your business' experiences and perspectives included in the design of policies and programs to make the employment of service members more productive and convenient for both employers and service members. We would still like to hear from your business even if you do not currently employ any service members. The survey will not ask for any financial data about your business.

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Deleted: No information about your individual business will be disclosed.

The survey Web site is: <https://www.dmdc.osd.mil/dodsurvey>. Simply click on the address. If this does not work, "copy and paste" this address into the address box of your Internet browser. Be sure to put the Web address into the address box. To help maintain data security, the website cannot be accessed through search engines, such as Google. Once at the site, enter your Ticket Number: CXXXXXXX

If you are unable to access the Web to complete the survey, please call XXX-XXX-XXXX and we will send you a survey in the mail with a pre-paid shipping envelope. If you have already received a paper survey, please fill it out and return it at your earliest convenience.

If you have any questions or concerns about the project, please contact our Survey Processing Center by replying to this email, emailing [QNSE@osd.pentagon.mil](mailto:QNSE@osd.pentagon.mil), calling toll-free 1-800-881-5307, or sending a fax to 1-763-268-3002. If you do not wish to participate or receive additional reminders, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list."

For your convenience, the Defense Manpower Data Center (DMDC) has set up a telephone line for anyone who wishes to verify the survey's legitimacy. Please call 1-703-696-7427 for a listing of DMDC sponsored surveys. If you have access to a DSN telephone line, you can call 426-7427. This prerecorded list does not include surveys being conducted by other DoD offices.

Again, thank you for participating in the "2010 Department of Defense National Survey of Employers."

**2<sup>nd</sup> E-mail Reminder**

Deleted: (Batch 1: 8/6/10, Batch 2: 9/3/10)

Subject: 2010 Department of Defense National Survey of Employers

Your Ticket Number: CXXXXXXX

If someone at your organization has already taken the time to complete the "2010 Department of Defense National Survey of Employers," thank you. If you have not had a chance to do so, please try to take the time today.

The survey Web site is: <https://www.dmdc.osd.mil/dodsurvey>

Simply click on the address to go directly to the Web site. If this does not work, "copy and paste" this address into the Web address box of your Internet browser. Please use the top address box of the browser. To help maintain data security, the website cannot be accessed through search engines, such as Google. Once at the site, enter your Ticket Number: CXXXXXXX

If you have already received a paper survey, please fill it out and return it at your earliest convenience.

Your business was scientifically selected to participate in this survey. Therefore, your answers will represent the views of many others like yourself. The success of this method is dependent on your willingness to participate in the project. **The survey will not ask for any financial information.**

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**3<sup>rd</sup> E-mail Reminder**

Deleted: (Batch 1: 8/6/10, Batch 2: 9/3/10)

Subject: 2010 Department of Defense National Survey of Employers

Your Ticket Number: CXXXXXXXX

We have received many, many surveys and want to thank all of you who have taken the time so far to answer the survey. Your input is greatly appreciated - thank you.

If your organization has not had a chance to participate or complete your survey and you would like to inform senior policy officials of your experiences and perspectives with employment policies and programs, please take the time to participate in the project. While participation is voluntary, your opinions are very important.

The survey Web site is: <https://www.dmdc.osd.mil/dodsurvey>.

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If you have already received a paper survey, please fill it out and return it at your earliest convenience.

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