

## Postal Announcement Letter – Sent to respondents who WILL NOT receive paper-and-pencil questionnaire with letter.

Date

Your organization has been selected to participate in the *2010 Department of Defense National Survey of Employers*. This survey is being conducted to determine the best practices in supporting businesses (public, private, and non-profit) that have employed or might employ National Guard and Reserve (NGR) members. We would still like to hear from your business even if you do not currently employ any NGR members. I assure you the survey will not ask for any financial information and your responses will be kept confidential/private and to the extent permitted by law the survey will not ask for any financial information. No information about your individual business will be disclosed, only group statistics will be reported. While your participation is desired, it is entirely voluntary.

The survey will ask questions about hiring and staffing issues, especially around service member employee absences for extended periods of time. If you are unfamiliar with these topics, please forward this letter to the individual or department with the most knowledge about these topics regarding your specific work location so that they may complete the Web survey using the Ticket Number below.

Most people can complete the survey in about 10-30 minutes. To take the survey, please visit the following Web site: <https://www.dmdc.osd.mil/dodsurvey>. Enter the address in the **address box** of your Internet browser on any computer with Internet access, at home or elsewhere. At the Web site, you will be asked to enter the following **Ticket Number: [XXXXXXXX]**. You may be prompted with a security alert. If so, follow the instructions and proceed to DoD's secure survey Web site. 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 return envelope.

If the address on this letter is incorrect, please contact us at the Web site above. If you cannot access the Web site or have other questions, please call our Survey Processing Center toll-free at 1-800-881-5307, e-mail [QNSE@osd.pentagon.mil](mailto:QNSE@osd.pentagon.mil), or send a fax to 1-763-268-3002. If you do not wish to participate or to receive reminders about this survey, you may remove yourself from the mailing list by contacting the Survey Processing Center. Be sure to include your Ticket Number in all communications.

For more information about the *2010 Department of Defense National Survey of Employers* and the [Employer Support of the Guard and Reserve](#), please call (1-800) 336-4590 or go to [www.esgr.mil](http://www.esgr.mil). Defense Manpower Data Center (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 DMDC surveys. If you have access to a DSN line or other government telephone with DSN, you can call 426-7427. The list does not include surveys being conducted by anyone except DMDC.

Thank you for your time and assistance in this very important effort.

Sincerely,

Pauline Brunelli  
Executive Director

National Committee for Employer Support of the Guard and Reserve

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