OMB Number: 2900-New CVE Site Inspection Respondent Burden: 5 minutes Expiration Date: xx/xx/xxxx

The Paperwork Reduction Act of 1995 requires us to notify you that this information collection is in accordance with the clearance requirements of section 3507 of the Paperwork Reduction Act of 1995. The public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, and completing and reviewing the collection of information. No person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Customer satisfaction surveys are used to gauge customer perceptions of VA services as well as customer expectations and desires. The results of this survey will lead to improvements in the quality of service delivery by helping to shape the direction and focus of specific programs and services. Submission of this form is voluntary and failure to respond will have no impact on benefits to which you may be entitled.

CVE Site Inspection Survey: Regular

- 1. How many times has your company been site inspected by CVE during the last 12 months?
- 2. Did you receive a complete site inspection by the CVE representative?
 - ____Yes (site inspection was completed) (Go to Q. 4)
 - ____No (the site inspection was not completed due to unavailability of Veteran or other reason)
- 3. (If not completed) Why was the site inspection not completed? Please explain.
- 4. Were you told in advance that your company was going to be inspected?

____Yes No

- 5. Did the CVE representative present a VA Identification Card and a credential letter as proof of identity prior to beginning the site inspection?
 - ____VA PIV card
 - ____Credential letter
 - ____None of those
- 6. Did the site inspector tell you what he/she was seeking during the inspection?
 - ___Yes
 - ____No
- 7. Were additional documents requested during or after the site inspection?
 - ____Yes

____No (Go to Q. 9)

8. Did the site inspector tell you why the documents were requested and provide uploading information and assistance?

____Yes

____No. Please explain_____

9. Were you personally interviewed?

____Yes No

10. Were other managers/employees interviewed during the site inspection?

- ____Yes No
- 11. How long did the site inspection take?
 - ____Less than 1 hour
 - 1 to 3 hours
 - Over 3 hours
- How satisfied are you with the CVE representative who conducted the site inspection?
 ____Very Satisfied (Go to Q. 14)
 - ____Satisfied (Go to Q. 14)
 - ____Unsatisfied
 - ____Very Unsatisfied
- 13. (*If Unsatisfied or Very unsatisfied*) Why were you Unsatisfied or Very Unsatisfied with the CVE representative who conducted the site inspection? Please explain.
- 14. In general, how satisfied are you with the site inspection process?

- _____Very Satisfied (Go to Q. 16)
- ____Satisfied (Go to Q. 16)
- Unsatisfied
- ____Very Unsatisfied
- 15. (*If Unsatisfied or Very Unsatisfied*) Why were you Unsatisfied or Very Unsatisfied with the site inspection process? Please explain.
- 16. Did the inspector answer all your questions?

____Yes (Go to Q. 18) No

- 17. (If all questions were not answered) What questions did the inspector not answer?
- 18. Has your company gone through a simplified renewal process prior to the inspection?

____Yes ____No

- 19. Has your company received contracts for the Department of Veterans Affairs during the last 2 years?
 - ____Yes No
- 20. Has your company received contracts for any Federal agency (other than VA) during the last 2 years?
 - ____Yes

____No

- 21. How long has your company been in business?
 - ____Less than a year

____1 to 3 years

- ____4 to 5 years
- ____More than 5 years
- 22. How many employees does your company have?
 - ____1 (myself)
 - ____2 to 25
 - ____26 to 50
 - ____51 to 100
 - ____More than one hundred
- 23. What type of firm do you own?
 - ____Sole proprietorship
 - ____General partnership
 - ____LP
 - ____LLP
 - ____LLLP
 - ____LLC or Ltd. Co.

____PLLC

- ____Corp. or Inc.
- PC (Professional Corporations)
- 24. Do you have any suggestions on how to improve CVE's site inspection process or any comments that you would like to share with the Executive Director of OSDBU? Please explain.