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AGENCY DISCLOSURE NOTICE

The public reporting burden for this collection of information, **0704-0575**, is estimated to average **30-45 minutes** per response, including 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 the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, 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.

Dear DLA Employee:

The DLA Director, Lieutenant General Darrell Williams, requests your participation in the 2018 DLA Culture/Climate Survey. The DLA Culture/Climate Survey is part of our ongoing effort to maintain a high performance culture and enhance our ability to achieve our strategic goals. The survey helps us identify successes and challenges, while also providing DLA employees and leaders the opportunity to engage in thoughtful, data-driven discussions to improve our collective performance.

The DLA Culture/Climate Survey is your opportunity to share your views of DLA's organizational culture/climate and help us understand how we need to improve. All DLA employees are invited to participate in the 2018 DLA Culture/Climate Survey. Participation in the survey is voluntary and takes 30-45 minutes to complete. You may complete the survey at your work site or at home.

Your privacy and confidentiality are guaranteed throughout this process. Our survey contractor, Denison Consulting, an independent research firm, is administering this survey online. Denison Consulting will hold your identity confidential and will not provide DLA with your name or any other individually identifying information.

We encourage all employees to take the survey so everyone's voice is heard. ***Your Voice is Our Future!***

To complete the survey, please copy and paste the link into your web browser:

[{RaterSurveyLink}](#)

Do not share this link with anyone. This is a unique, personal link meant only for you to use to access the survey. With this link, you can exit and re-enter the survey as needed until you have completed the survey. It will protect any data you have entered if you experience any computer disruptions. However, once you click "finish" after the last question, you will not be able to re-enter the survey.

If you have questions, **do not reply to this e-mail.** Contact Denison Consulting using the online support link: <http://www.denisonsurveys.com/contactus/ContactForm.asp?type=2&prod=1>

Thank you!

Additional Information and Technical Support

Please keep this email until you fully complete the survey. You will need your unique link if you want to re-access the survey. If it is lost, a new link must be generated so you can complete the survey. Complete instructions and online help are available when you take the survey.

Please read the information below before contacting Denison technical support. If you still have a question or problem, contact Denison technical support via online support at <http://www.denisonsurveys.com/contactus/ContactForm.asp?type=2&prod=1>.

(If you are not able to connect to the technical support web site, you may e-mail technical support at TechSupport@denisonculture.com.)

Confidentiality

Denison Consulting administers the survey and maintains the survey data on its own servers and database. Denison understands that privacy and confidentiality are important to you and essential for collecting your open and honest opinions on the survey. Individual information is kept completely confidential and your e-mail address and survey link are used only to administer the survey. Survey responses are reported in aggregate and only if a minimum of ten or more survey respondents are in a reporting unit. Your participation in the survey is optional and Denison Consulting only provides the client organization with aggregate information about participation rates. If you have any specific questions about the confidentiality of your survey, please feel free to contact Denison Consulting using the technical support link above.

Technical Support

Please read the following before contacting Denison technical support. If you still have a question or problem, contact Denison technical support via online support at <http://www.denisonsurveys.com/contactus/ContactForm.asp?type=2&prod=1>.

(If you are not able to connect to the technical support web site, you may e-mail technical support at TechSupport@denisonculture.com.)

Troubleshooting

If the survey link does not work, please make sure your internet connection is working before contacting technical support (for example, can you connect to: www.yahoo.com ?). If you have a working internet connection and still cannot connect, the site may be busy. Wait about 15 minutes or more and try again. If the page seems stuck or you get a "page not found" error, use **Ctrl+R** to refresh the page. If you still have problems, contact Denison Tech Support (see above).

Browser Settings

The survey uses **JavaScript**. If you are unable to check the survey radio buttons, you may have JavaScript disabled. For **Internet Explorer** browsers, please make sure your **internet security settings are set to "Medium"** (from the menu item **Tools | Internet Options**, select the Security tab and set the security level to Medium). For **Firefox** browsers, go to the menu item "Tools | Options ", select "Web Features" and **check the "Enable JavaScript" item**.

The survey uses a "**cookie**" (small text file) to save your results in case you are disconnected before finishing. Once you have submitted results, the cookie is deleted. If your browser is not set to allow cookies, you may need to change your settings.

Display Resolution

Make sure your monitor is set at 800x600-display resolution or above. You can check this (in Windows) by right-clicking on your desktop, selecting "Properties," and choosing the "Settings" tab. Change your resolution under the "Screen Area" section. Also, make sure your browser screen is maximized so you can see the entire survey page.