

# Employee Survey

2030-####

11/30/21

OMB Control Number

Expiration Date:

EPA is collecting input from employees, supervisors, and senior leaders to understand your workplace concerns and to inform what flexibilities you need as we begin transitioning off of pandemic-related maximum telework. We are also collecting information on what changes we need to make to our pre-pandemic policies (e.g. telework and work schedules) incorporating what we have learned from our time away from the workplace during the pandemic.

This is not about when we will be returning to the workplace. We will have an ample transition period after it is safe for an increased number of staff to return to the physical workplace, informed by government-wide guidance.

## Demographics

### 1. Employment Status

- Federal Employee
- Contractor
- Grantee
- Special Government Employee
- Fellow

## 2. Organization

- AO
- OAR
- OCSP
- OCFO
- OECA
- OGC
- OIG
- OITA
- OLEM
- OMS
- ORD
- OW
- Region 1
- Region 2
- Region 3
- Region 4
- Region 5
- Region 6
- Region 7
- Region 8
- Region 9
- Region 10

### 3. Duty Station

- Washington, D.C.
- HQ Program Field Office or Laboratory
- Cincinnati
- RTP
- Region 1
- Region 1 - Field Office or Laboratory
- Region 2
- Region 2 - Field Office or Laboratory
- Region 3
- Region 3 - Field Office or Laboratory
- Region 4
- Region 4 - Field Office or Laboratory
- Region 5
- Region 5 - Field Office or Laboratory
- Region 6
- Region 6 - Field Office or Laboratory
- Region 7
- Region 7 - Field Office or Laboratory
- Region 8
- Region 8 - Field Office or Laboratory
- Region 9
- Region 9 - Field Office or Laboratory
- Region 10
- Region 10 - Field Office or Laboratory

4. Are you a supervisor?

Yes

No

5. Years of Federal Service?

Less Than 5 Years

5 to 15 Years

16 to 25 Years

26 or More Years

6. Under normal workplace operations do you take Mass Transit to work?

Yes

No

## Experience During the Pandemic

7. What effects has participation in pandemic-related maximum telework had on you in the following areas?

	Increased	Stayed same	Decreased
Leave usage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
First line supervisor responsiveness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Colleague responsiveness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collaboration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. How would you rate your productivity?

- Increased
- Stayed the same
- Decreased

9. During the pandemic have you gone to the office?

- No, I have not gone to the office during the pandemic
- Yes, I have gone to the office during the pandemic

10. How often have you gone into the office?

- Once
- Weekly
- Monthly
- Regularly

11. I have gone to the office during the pandemic

- To access classified information (system, paper, or meeting)
  - To access paper files
  - Supervisor/leadership requested
  - Home environment not conducive to working
  - Personal preference
  - To pick up equipment / files for use at home
  - To pick up / drop off equipment for IT support to work on
  - To perform some activity that could only be performed in the office
  - To pack for an office move
  - To reset my PIV Card
  -
- Other

12. If you went to the office during the pandemic to access software/application(s) that were unavailable remotely, please list the software/application(s) you accessed separated by semicolons

## Experience During the Pandemic (continued)

13. Did you experience challenges with Agency provided equipment/hardware?

- I did not experience equipment/hardware challenges
- I experienced some challenges, but it did not significantly affect my ability to perform my duties
- I experienced some challenges, that somewhat affected my ability to perform my duties
- I experienced significant challenges that affected my ability to perform my duties

14. Did you experience challenges with Agency connectivity or applications?

- I did not experience challenges with connectivity or applications
- I experienced some challenges, but it did not significantly affect my ability to perform my duties
- I experienced some challenges, that somewhat affected my ability to perform my duties
- I experienced significant challenges that affected my ability to perform my duties

15. If you experienced significant challenges with connectivity or applications where did you experience these challenges? (Please select all that apply)

- EPA VPN challenges
  - Microsoft Teams access challenges
  - PIV Card, certificate expiration(s) causing inability to connect or sign documents electronically
  - Home Internet Challenges
  -
- Other



16. Did you experience any interpersonal communications challenges with other people at work?

- I did not experience communication challenges
- I experienced some challenges, but it did not significantly affect my ability to perform my duties
- I experienced some challenges, that did affect my ability to perform my duties
- I experienced significant challenges that affected my ability to perform my duties

17. If you experienced significant challenges with interpersonal communications with other people at work what were they? (Please select all that apply)

- Decreased manager responsiveness
- Decreased colleague responsiveness
- Difficulties with reliance on virtual communication instead of face-to-face communication

18. Overall, what has been the impact of pandemic-related maximum telework on your work-life balance?

- Significant decline in my work-life balance
- Moderate decline in my work-life balance
- No changes to my work-life balance
- Moderate improvement in my work-life balance
- Significant improvement in my work-life balance

19. What contributed to your decrease in work-life balance? (select all that apply)

- School closures during the pandemic
- Absence of childcare during the pandemic
- Absence of adult dependent care (ex: aging parents, special needs adults, etc.) during the pandemic
- Lack of physical work-home separation
- Increased demands resulting from the pandemic or pandemic-related telework

20. What positive or surprising impacts have you experienced from pandemic-related maximum telework? (Check all that apply)

- Less Travel
- More electronic processes (e.g. electronic signatures)
- Minimized commuting
- Improved or increased collaboration with colleagues
- Better work-life balance
- Better technology

Other

## Transition off of Pandemic-related Maximum Telework

21. What telework option would you choose as we transition off of pandemic-related maximum telework?

- Situational or occasional telework only
- Telework up to 1-2 times per pay period + situational telework
- Telework up to 3-4 times per pay period + situational telework
- Telework up to 5-6 times per pay period + situational telework
- Telework up to 7-8 times per pay period + situational telework
- Full-time telework

22. Once the Safer Federal Workforce Task Force releases its guidance to Federal agencies on safely returning to the workplace, what do you think is a reasonable amount of notice before beginning to transition safely back into the workplace?

- 30 Days
- 60 Days
- 90 Days

23. What should the agency keep in mind in thinking about the time needed to begin transitioning off of pandemic-related maximum telework?

24. What leave and work schedule flexibilities would you select as we begin transitioning off of pandemic-related maximum telework? (Select all the apply)

Extended Work Hours

Allow for regular work on Saturdays

Flexibility with leave approval

Other

25. EPA is committed to employee safety. The Agency remains in maximum telework. For planning purposes only, what would make you feel safest and most comfortable returning to the office?

## Future of Work at EPA

These questions apply to the future state of work when EPA returns back to post-pandemic operations.

26. What telework option would you choose?

- Situational or occasional telework only
- Telework up to 1-2 times per pay period + situational telework
- Telework up to 3-4 times per pay period + situational telework
- Telework up to 5-6 times per pay period + situational telework
- Telework up to 7-8 times per pay period + situational telework
- Full-time telework

27. What work schedule flexibilities would you choose? (Select all that apply)

- Extended work hours
  - Flexible work hours
  - Include Saturday in the normal work week
  -
- Other

28. If your position was eligible for Remote Work (a special type of telework under which an employee is scheduled to perform work within or outside the local commuting area of a worksite and is not expected to report to the worksite on a regular and recurring basis.) would you be interested?

It is important to understand your pay would be tied to the physical location your were working, not the location of your organization.

- Yes
- No

29. If EPA were to implement a "hot desk" (no set desk for employees with a certain level of telework) or "hotel" (a shared desk for 2-3 rotating employees with a certain level of telework) model, would you telework less days in order to maintain your ability to have a dedicated workspace?

Yes

No

30. In a "hot desk" or "hotel" environment, what would you need for success?

Availability of private rooms for sensitive meetings/calls.

Availability of conference rooms for team meetings.

Ability to reserve desks so that an entire team can be together at once.

Available technology and equipment.

A requirement to clean workstations at the end of the day, with employee access to cleaning supplies.

Other

31. Do you have any additional comments about the Future of Work at EPA?

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