EXIT SURVEY

[Welcome letter]

General Survey Instructions

Caution: If you click the browser's Refresh or Reload buttons you will clear your latest responses from the page you are on. To ensure your survey responses are not lost, please use the **Save** button to save the survey if you cannot complete the entire survey in one sitting. On the **Last** page of the survey there is

a **Send/Submit** button. **Send/Submit** sends/submits a copy of the survey to be included in the agency results. Once you click on **Send/Submit**, you will not be able to access your survey again for any reason.

Buttons that are available on the bottom of each survey page are:

- **Previous** takes you to the previous page in the survey,
- **Next** takes you to the next page in the survey,
- Save saves the survey on the system so you can continue at a later time,
- 1 | 2 | 3...Last takes you to that page of the survey,
- **Quit** allows you to quit the survey and gives you the option to Return and continue with the survey, Quit the system, or Save your current survey (after which you may continue with the survey or exit the system).

Privacy Act Statement

Pursuant to 5 U.S.C. § 552a(e)(3), this Privacy Act Statement informs you of why OPM is requesting the information from you.

Authority:

OPM is authorized to collect the information requested pursuant to 5 U.S.C. § 4702 – Research Programs.

Purpose:

OPM is requesting this information to improve methods in Federal personnel management, workforce effectiveness, and/or agency effectiveness. OPM will use this information to evaluate employee perceptions about the workplace and identify strategies to help improve the work environment.

Routine Uses:

In any public release of survey results, no data will be disclosed that could be used to match your responses with your identity. The information requested may be shared externally as a "routine use" as specified in the system of records notice associated with this collection of information, OPM GOVT-6, Personnel Research and Test Validation Records, OPM GOVT-6.

Consequences of Failure to Provide Information:

Providing this information is completely voluntary and there is no penalty if you choose not to respond. However, maximum participation is encouraged so that the data will be complete and representative.

Public Burden Statement

We think providing this information takes an average of 10 minutes per respondent to complete, including the time for reviewing instructions, getting the needed data, and reviewing the completed survey. Send comments regarding our estimate or any other aspect of this survey, including suggestions for reducing completion time, to the Office of Personnel Management (OPM), Reports and Forms Officer, Paperwork Reduction Project (3206-0252), Washington, D.C. 20415. The OMB number 3206-0252 is currently valid. OPM may not collect this information, and you are not required to respond, unless this number is displayed.

PART I – Reasons for Leaving

- 1. Which of the following statements best describes the type of separation from your organization?
- O I resigned to leave the Federal government
- O I was reassigned within my agency
- O I transferred to another Federal agency
- O I retired due to disability

O I retired voluntarily
O I left involuntarily, due to a RIF
O I left involuntarily, due to termination or removal
O I left involuntarily, due to contracting out
O Other, please specify
Were you asked or encouraged to leave your job? [If marked a, b, or c in item 1]
O No, I left for my own reasons
O Yes, because of perceived agency or supervisor concerns (e.g., supervisor indicated poor
performance)
O Yes, because I was encouraged to pursue an opportunity elsewhere
O Other – Please Specify:
Would you have continued working if your job or working conditions had been better? [If
narked e in item 1]
O No, I was ready to retire
O Yes, I wanted to keep working but I was too dissatisfied
O Not applicable, my retirement was mandatory

For the following items, indicate how important each of the following reasons was in your decision to leave your organization. If an item does not apply, mark "Not Important."

Personal Reasons

	Not important	Somewhat important	Very important
2. I wanted to change	0	0	0
careers			
3. I wanted to run my own	0	О	0
business/become an			
independent consultant			
4. I wanted to further my	0	О	0
education			
5. I wanted to pursue non-	0	О	0
work interests			
6. I needed to care for	0	О	0
another individual			
7. Personal health	0	0	0
8. Relocate due to transfer of	0	0	0
spouse/partner			
9. Relocate for other reasons	0	0	0
10. Get a job closer to home	0	0	0
11. Conflict between this job	0	0	0
and another			

The Work

Not important Somewhat Very important

		important	
12.Too much work	0	0	0
13. Unsatisfactory working	0	0	0
hours/shifts			
14. Too much job stress	0	0	0
15. The work was not	0	0	0
meaningful to me			
16. My job did not make	0	0	0
good use of my skills and			
abilities			
17. Lack of receptiveness to	0	0	0
creativity and innovation			

Opportunities

	Not important	Somewhat important	Very important
18. Insufficient opportunity to make a difference	0	0	0
19. Lack of opportunity to participate in decision making	О	О	О
20. Lack of training and career development	0	0	0
21. Limited opportunities for advancement	0	0	0
22. Lack of coaching and feedback	0	0	0

Pay and Benefits

	Not important	Somewhat	Very important
		important	
23. Insufficient pay	0	0	0
24. Unsatisfactory benefits	0	0	0
25. Insufficient support for	0	0	0
continuing education			
26. Lack of support for my	0	0	0
family/personal life			
responsibilities			
27. Lack of flexible work	0	0	0
arrangements/telework			

Treatment

11 Catillelit			
	Not important	Somewhat	Very important

		important	
28. Lack of support for	0	0	0
diversity			
29. Unfair treatment	0	0	0
30. Discrimination based on	0	0	0
race, ethnic origin, gender,			
age, disability, or other			
factors			
31. Unfair performance	0	0	0
appraisal			
32. Lack of recognition for	0	0	0
my work			

The People

	Not important	Somewhat important	Very important
33. Poor working relationship with my coworker(s)	0	0	О
34. <i>If you were a supervisor:</i> Poor working relationship with my subordinates	0	0	0
35. Poor working relationship with my supervisor	О	О	О
36. Lack of trust and confidence in senior leaders (i.e., those above your former supervisor)	0	0	O

The Organization

	Not important	Somewhat	Very important
		important	
37. Too much red tape	0	0	0
38. Concerns about ethical	0	0	0
issues			
39. Organization was	0	0	0
becoming too political			
40. Disagreement with the	0	0	0
organization's goals and			
objectives			
41. Poor physical working	0	0	0
conditions			
42. Insufficient	0	0	0
communication about issues			

related to my work			
43. Overall, how satisfied were O Very Dissatisfied O Dissatisfied O Neither Satisfied nor Dissatis O Satisfied O Very Satisfied		e time of your exit?	
44. If possible, would you work O No O Maybe O Yes	x for ^Agency^ again?		
45. Please describe your most in 46. Please describe what [Agen		_	g.
PART II – BACKGROUND A 47. Did management try to keep O No O Yes			
48. Where did you work at ^Ag O Organization A O Organization B O Organization C O Organization D O Organization E O Organization F	ency^?		
49. What performance rating (o (WILL BE CUSTOMIZED FO O Outstanding O Exceeds fully successful O Fully successful O Minimally successful O Unacceptable O Did not receive a performanc O Don't know	R AGENCY)	ceive on your last pe	rformance appraisal?
50. How long had you worked to O Less than 1 year O 1 to 3 years O 4 to 5 years O 6 to 10 years	for ^Agency^?		

O 11 to 15 years O 16 to 20 years O 21 to 25 years O More than 25 years
51. How long have you been with the Federal Government (excluding military service)? O Less than 1 year O 1 to 3 years O 4 to 5 years O 6 to 10 years O 11 to 15 years O 16 to 20 years O 21 to 25 years O More than 25 years
52. What was your pay grade or equivalent GS-level? (WILL BE CUSTOMIZED FOR AGENCY) Civilian 0 GS 1 - 8 0 GS 9 - 12 0 GS 13 - 14 0 GS 15 - SES 0 WG/WL/WS 1 - 5 0 WG/WL/WS 6 - 10 0 WG/WL/WS 11 or higher Military 0 E-1 - E-4 0 E-5 - E-9 0 W-1 - W-4 0 O-1 - O-3 0 O-4 - O-5 0 O-6 or higher
53. What was your job category? (WILL BE CUSTOMIZED FOR AGENCY) O Professional (for example, scientist, engineer, attorney, etc.) O Administrative (for example, personnel management, budget, contracting, or procurement specialist, etc.) O Technician O Clerical (for example, support staff, executive secretary, etc.) O Wage Grade O Other
54. What was your level of supervisory responsibility? O Non-Supervisor O Team Leader O First-Line Supervisor

O Manager O Executive
55. What is the highest level of education that you have completed? O Less than high school graduate O High school diploma or GED O Technical, vocational, or business school O 2-year associate degree O Bachelor's degree (B.A., B.S., or other) O Master's degree O Doctorate degree (Ph.D., M.D., Ed.D., J.D., etc.) O Post-doctoral study
56. What is your age? O Less than 20 O 20 – 29 O 30 – 39 O 40 – 49 O 50 – 55 O 56 – 60 O Over 60
57. Are you male or female? O Male O Female
58. How would you describe your racial or ethnic background? (Select one or more) O White (Non-Hispanic) O Black (Non-Hispanic) O American Indian or Alaska Native O Asian or Pacific Islander O Hispanic or Latino O Other