

PROGRAM EVALUATION OTHER THAN DEMONSTRATION PROJECTS

[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 15 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.

JOB AND EMPLOYMENT INFORMATION

The following items ask about your background and employment status. Your answers to these items will help us look at survey results by subgroups – for example, supervisors and non-supervisors. Responses will NOT be used to identify individual respondents.

1. To which Organization are you assigned? (Customized to agency)
2. To which Level 2 Competency/Department are you assigned? (Customized to agency)
3. Where is your work site? (Customized to agency)
4. What is your work role?
 - Non-supervisor/Non-team leader
 - Team leader
 - First-line supervisor (you supervise non-supervisors)
 - Manager (you supervise at least one supervisor)

5. What is your job category? (Customized to agency)
- Scientist
 - Engineer
 - Technician
 - Technical Specialist
 - Business Professional
 - Clerical
 - Other Please Specify: _____
6. What is your current pay band? (Customized to agency)
7. How long have you been a Federal government employee (excluding military service)?
- Less than six months
 - Six months to less than one year
 - One to three years
 - Four to five years
 - Six to 10 years
 - 11 to 15 years
 - 16 to 20 years
 - 21 to 25 years
 - 26 to 30 years
 - 31 years or more
8. How long have you been with [Agency]?
- Less than six months
 - Six months to less than one year
 - One to three years
 - Four to five years
 - Six to 10 years
 - 11 to 15 years
 - 16 to 20 years
 - 21 to 25 years
 - 26 to 30 years
 - 31 years or more

PAY AND ADVANCEMENT

The items in this section ask about your experiences under the [Program]. Please answer based only on your experiences under the [Program].

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

- 9. The way my pay increases within my band is fair.
- 10. Promotions are based on merit.
- 11. I am satisfied with my opportunities for advancement.
- 12. Differences in pay represent real differences in levels of responsibility and job difficulty.
- 13. Supervisors are adequately compensated for the additional responsibilities of being a supervisor.
- 14. Pay for supervisory positions is fair.
- 15. My pay raises depend on how well I perform.
- 16. I have the opportunity to receive the same pay as supervisors, without becoming a supervisor.
- 17. It is easy for qualified employees to move in and out of supervisory jobs.

1=Much Less, 2=Less, 3>About the Same, 4=More, 5=Much More, 6=Do Not Know

- 18. In comparison with people in similar jobs in other government organizations, I feel my pay is:
- 19. In comparison with people in similar jobs in private sector organizations, I feel my pay is:

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

- 20. Considering everything, how satisfied are you with your pay?

PERFORMANCE EVALUATION

The items in this section ask about your experiences under the [Program]. Please answer based only on your experiences under the [Program].

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

21. I understand the performance appraisal system used in the [Program].
 22. The mission objectives on which I am rated are fair.
 23. The weights assigned to the mission objectives on which I am rated are fair.
 24. My performance rating represents a fair and accurate picture of my actual performance.
 25. There are adequate procedures to get my performance rating reconsidered, if necessary.
 26. I understand how pay decisions are made.
 27. Performance awards are administered fairly.
 28. It is quick and easy to complete self-assessments of my performance.
 29. My supervisor clearly communicates my job responsibilities.
 30. In my most recent performance appraisal, I understood what I had to do to be rated at different performance levels.
 31. The mission objectives on which I am rated take into account the most important parts of my job.
 32. IF NON-SUP: The automated Performance Plan Tool (PPT) is easy to use.
 33. IF NON-SUP: What improvements would you like to see in the automated performance plan tool?
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PERFORMANCE MANAGEMENT

The items in this section ask about your experiences under the [Program]. Please answer based only on your experiences under the [Program].

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

34. Differences in performance are recognized in a meaningful way.
35. My annual salary increase depends on how well I perform.
36. My annual bonus payout depends on how well I perform.
37. Ad hoc awards (given throughout the year) depend on how well I perform.
38. I was satisfied with the last performance payout salary increase I received under [Program].
39. I was satisfied with the last performance payout bonus I received under [Program].
40. I am satisfied with the ad hoc awards (given throughout the year) I have received.
41. Team leaders only: The pay differential I receive for being a team leader is adequate compensation for the additional responsibilities.
42. The pay pool is managed fairly.
43. My supervisor gives me adequate information on how well I am performing.
44. My supervisor provides me with constructive suggestions to improve my job performance.
45. My supervisor provides me with timely performance feedback after the performance rating period.
46. I am satisfied with my participation in the development of my performance plan and the mission objectives on which I am rated.

1=Strongly Agree, 2=Agree, 3=Neither, 4=Disagree, 5=Strongly Disagree, 6=Do Not Know

47. Disciplinary actions in this organization are avoided because of the paperwork that is required.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

48. Disciplinary actions taken in this organization are fair and justified.
49. Managers deal effectively with poor performers.
50. For my most recent evaluation, my supervisor provided written justifications that were constructive.
51. My supervisor is knowledgeable about the overall [Program] performance management process.

ITEMS FOR SUPERVISORS

52. How long have you been a supervisor?
O Less than 1 year

- 1 or 2 years
- 3 or 4 years
- 5 years or longer

53. Has classification authority been delegated to you?

- No
- Yes
- Do not know

1=Far too short, 2=Too short, 3=About right, 4=Too long, 5=Far too long, 6=Do Not Know

54. The probationary period for new employees is:

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

- 55. I have enough authority to determine my new employees' pay.
- 56. I have enough authority to determine my current employees' pay.
- 57. I have flexibility in determining my employees' pay.
- 58. I have enough authority to promote people.
- 59. It is quick and easy to adjust my employees' pay levels.
- 60. It is easy to reassign employees to permanent positions within [Agency].
- 61. I understand how to set appropriate pay for new employees.
- 62. It is quick and easy to complete my employees' performance appraisals.

1=Strongly Agree, 2=Agree, 3=Neither, 4=Disagree, 5=Strongly Disagree, 6=Do Not Know

63. It takes too long to get classification decisions approved in this organization.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

- 64. The [Program] is flexible enough to respond to changing requirements.
- 65. I am satisfied with the [Program] classification procedures.
- 66. I understand the [Program].
- 67. The [Program] is easy to use.
- 68. I have enough authority to influence classification decisions.
- 69. The supervisory differential I receive is adequate compensation for the additional responsibilities.
- 70. I have enough authority to hire people with the right skills when I need them.
- 71. I am satisfied with the process used to fill vacancies here.

1=Strongly Agree, 2=Agree, 3=Neither, 4=Disagree, 5=Strongly Disagree, 6=Do Not Know

72. It takes too long to process the paperwork needed to fill vacancies here.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

73. The skills and abilities of the candidates I have hired under the [Program] system have been a good match for the job.

1=Strongly Agree, 2=Agree, 3=Neither, 4=Disagree, 5=Strongly Disagree, 6=Do Not Know

74. My ability to manage is restricted by unnecessary personnel rules and regulations.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

- 75. Management has the flexibility to reduce the workforce, when necessary.
- 76. I have enough authority to remove people from their jobs if they perform poorly.
- 77. The automated Performance Plan Tool (PPT) is easy to use.

78. What improvements would you like to see in the automated performance plan tool?

79. Did you submit rating recommendations to the pay pool for any subordinate employees during the last performance cycle?

- Yes
- No
- Not sure

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

80. If yes....My employees provided well-written accomplishments.

81. Have any of your employees gone on sabbatical under the [Program] system?

- No
- Yes

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

82. If yes... As a result of the sabbaticals, my employees are able to perform their jobs better.

83. If yes... The sabbaticals contributed to making our organization more effective.

84. During this past year, did any of your employees participate in long term training, training with industry, or developmental assignments?

- N/A -- None of my employees participated in any training
- Long Term Training
- Training with Industry
- Developmental Assignments
- Ad hoc classes
- Other Please Specify:

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

85. If yes . . . Long term training, training with industry, and developmental assignments have helped my employees perform their jobs better.

DEVELOPMENTAL OPPORTUNITIES

The items in the following sections ask about your experiences in [Agency] at the present time.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

86. I receive the training I need to perform my job.

87. During this past year, did you participate in long term training, training with industry, or developmental assignments?

- None - I did not participate in any training
- Long Term Training
- Training with Industry
- Developmental Assignments
- Ad hoc classes
- Other Please Specify
- Do not know

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

88. If yes . . . As a result of this training/development, I am able to perform my job better.

WORKFORCE QUALITY

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

89. My organization is able to attract high-quality candidates.

90. My organization's best employees tend to stay here.

91. Low performers tend to leave my organization.

92. The people in my work unit have the job-relevant knowledge and skills necessary to accomplish organizational goals.

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

How satisfied are you with the competence of new hires who are:

- 93. Scientists
- 94. Engineers

- 95. Technical Specialists
- 96. Business Professionals
- 97. Technicians
- 98. Clerical Staff
- 99. Other staff

1=Very Poor, 2=Poor, 3=Fair, 4=Good, 5=Very Good, 6=Do Not Know

- 100. Overall, how good of a job do you feel is being done by your immediate supervisor?
- 101. How would you rate the overall quality of work done by your work unit?

ORGANIZATIONAL CLIMATE

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

- 102. My organization has established strategic plans (goals and objectives) that help guide program decisions.
- 103. Managers review and evaluate the organization's progress toward meeting its goals and objectives.
- 104. I have trust and confidence in my supervisor.
- 105. The people I work with cooperate to get the job done.
- 106. Coordination is good among employees in different organizations within [Agency].
- 107. I have enough information to do my job well.
- 108. I am satisfied with my involvement in decisions that affect my work.
- 109. I understand my organization's vision, mission, and values.
- 110. I know how my work relates to the organization's goals and priorities.
- 111. Management and labor unions work cooperatively on mutual problems.
- 112. My supervisor supports my need to balance work and other life issues.
- 113. Managers encourage the development of new products and services.
- 114. I feel encouraged to come up with new and better ways of doing things.
- 115. My organization makes the changes necessary to meet our mission.
- 116. I can get my work done without going through many layers of reviews and approvals.
- 117. When possible, my supervisor removes barriers to getting my job done.
- 118. My organization has an effective structure.
- 119. My organization functions smoothly.
- 120. Employees are treated fairly in my organization.
- 121. My organization's leaders maintain high standards of honesty and integrity.
- 122. Advancement opportunities are available for highly qualified individuals regardless of gender, race, national origin, religion, age, cultural background, or disability.

1=Very Grt Extent, 2=Great Extent, 3=Moderate Extent, 4=Slight Extent, 5=No Extent, 6=Do Not Know

- 123. To what extent is prejudice, discrimination and/or harassment a problem in your organization?

JOB ATTITUDES

1=Strongly Agree, 2=Agree, 3=Neither, 4=Disagree, 5=Strongly Disagree, 6=Do Not Know

- 124. I am stressed out because of work.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

- 125. My workload is reasonable.
- 126. My work gives me a feeling of personal accomplishment.
- 127. I am passionate about my work.
- 128. I like the kind of work I do.
- 129. I fit in well with the culture here.
- 130. I am proud to be part of this organization.
- 131. I am willing to put in a great deal of effort beyond that normally expected in order to help my organization be successful.
- 132. My organization is successful at accomplishing its mission.

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

133. How satisfied do you think your organization's customers are with the products and services it provides?

134. How satisfied are you with your total benefits program (e.g., health, dental, life insurance)?

135. Considering everything, how satisfied are you with your organization?

136. Considering everything, how satisfied are you with your job?

137. During the next year, do you plan on leaving your current position?

No

Yes

Not Sure

138. If yes or not sure . . . what are the main reasons? (Mark all that apply)

Not applicable: I am not considering leaving

Retirement

Better opportunity elsewhere in [Agency]

Better opportunity elsewhere in the government/military

Better opportunity in the private sector

RIF, transfer of function, or contracting out

Relocate due to transfer of spouse

Relocate due to other reasons

To run my own business/become an independent consultant

Change careers

To further my education

To care for another individual

Personal health

To pursue non-work interests

Other Please Specify:

[Project] ITEMS

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

139. How satisfied are you with the quality of human resources services provided to you?

1=Very Poor, 2=Poor, 3=Fair, 4=Good, 5=Very Good, 6=Do Not Know

140. How would you rate your understanding of the [Program]?

141. About which of the following would you like to receive more information/instruction? (Mark all that apply)

NA - I do not want any additional information/instruction

Pay Banding

Classification/Specialty Area Codes

Pay for Performance

Hiring Authority/Staffing

Internal Placement/Reassignment/Promotion

Assessment Writing/Performance Reviews

Pay Setting

Employee Development

Reduction-in-Force Procedures

Other Please Specify:

142. If you have questions about the [Program] system, whom do you most commonly ask (Mark all that apply)?

NA - I have not had questions

Co-worker

Immediate Supervisor

- Manager
- Paypool Administrator/Program Area Point of Contact
- [Program] Project Office
- Human Resources Office
- I visit the [Program] Website
- No one
- Other-Specify

143. During this past year, about how many times did you visit the [Program] website for general information or for training?

- 0
- 1-5
- 6-10
- More than 10
- I do not know about the [Program] website

144. During this past year, which [Program] training did you receive? (Mark all that apply)

- Not applicable - I did not receive any training
- Online [Program] Training slides
- Other

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

145. How satisfied are you with the [Program] training that you have received?

146. Have you received an Extraordinary Achievement Allowance under [Program]?

- No
- Yes
- Not Sure

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

147. If yes... How satisfied are you with the award as recognition for your achievement?

148. During this past year, did you go on sabbatical?

- No
- Yes, paid
- Yes, unpaid

1=Very Dissatisfied, 2=Dissatisfied, 3=Neither, 4=Satisfied, 5=Very Satisfied, 6=Do Not Know

149. If yes... My sabbatical helped me perform my job better.

150. If yes... My sabbatical contributed to improving the effectiveness of my organization.

1=Strongly Disagree, 2=Disagree, 3=Neither, 4=Agree, 5=Strongly Agree, 6=Do Not Know

151. Overall, I am in favor of the [Program] project.

How does [Program] compare to other personnel systems you have worked under? Mark "Do Not Know" if you never worked under a system.

1=[Program] is much worse, 2=[Program] is worse, 3=[Program] is about the same, 4=[Program] is better, 5=[Program] is much better, 6=Do Not Know

152. GS

153. Navy Demonstration Project ("China Lake")

154. NSPS

155. Acquisition Demo

156. Other government system

157. Private sector

158. What do you like about the [Program]? (Enter up to 2000 characters)

159. What do you not like about the [Program]? (Enter up to 2000 characters)

160. Additional comments or suggestions: (Enter up to 2000 characters)

161. Are you currently under a probationary period?

- No
- Yes
- Do not know

162. What is your involvement in a collective bargaining unit (i.e., represented by a union)?

- Not a member
- Member, but not active
- Actively involved member
- Do not know

163. On your last performance appraisal under [Program], what was your rating? (Item customized to program)

- 5 - "Exceptional" (5 or 6 payout points)
- 4 - "Exceeds Mission Expectations" (3 or 4 payout points)
- 3 - "Mission Success" (0, 1, or 2 payout points)
- 2 - "Partial Mission Success" (0 payout points)
- 1 - "Unacceptable" (0 payout points)
- X - Presumed Mission Success
- Not Rated
- Do not know

164. Which of the following describes your professional involvement? (Mark all that apply)

- Member of a professional society or association
- Fellow in a professional or technical society
- Fellow in an Administrative Society
- Fellow in the National Academy of Sciences
- Fellow or member in the National Academy of Engineering
- Fellow or member in any other societies
- Hold an office or chair a committee in one or more professional societies or associations
- None of the above

1=None, 2=1, 3=2, 4=3, 5=4, 6=5 or more

In the last five years, how many of each of the following have you had?

- 165. Patents
- 166. Published books
- 167. Book chapters
- 168. Monographs
- 169. Technical reports
- 170. Refereed journal articles
- 171. Book reviews
- 172. Conference papers/proceedings/presentations

173. What is your age?

- Less than 20
- 20-29
- 30-39
- 40-49
- 50-59
- 60 or over

174. Are you male or female?

- Male
- Female

175. Are you Hispanic or Latino?

- No
- Yes

176. What is your race? (select one or more)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

177. What is your highest level of education?

- Less than high school graduate
- High school diploma or GED
- Technical, vocational, or business school
- 2-year associate degree
- Bachelor's degree (B.A., B.S. or other)
- Master's degree
- Doctoral degree (Ph.D., M.D., Ed.D., J.D., etc.)
- Post-doctoral study