## Email #1 for PEO EIS Climate Survey

### Team:

I am excited to share the launch of our 2023 climate survey, which will include the entire EIS workforce—military, government, and contractors. This is a confidential, voluntary survey that assesses factors that can impact our organization's command climate and ability to achieve our mission.

It is a great way to take a pulse-check and generate accurate data to help us continuously improve our culture and climate for YOU! And given that our workforce includes a significant percentage of contractors, we thought it was so important to gather their input as well.

The link below will take you directly to the survey on MilSuite. The survey is 19 questions and should take about 30 minutes. The survey will remain open until XXX DATE, and we will send a few reminders.

Please – this is very important to both our organization and to me personally, so I encourage you to complete the survey and share your most honest feedback. Your anonymity will be protected!

Thank you for taking the time to contribute to this key initiative. Each response makes a difference!

## << INCLUDE LINK HERE>>

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### SAMPLE REMINDER MESSAGE FROM PEO

Team EIS -

Please remember to complete the PEO EIS climate survey NLT DATE. The link directly to the MilSuite survey is below. Remember that this survey is completely anonymous and includes ARDAP military, government, and contractors.

Thank you again for taking the time to tell us how we're doing and how you're feeling about our organization. Our commitment remains to take this data and use it to YOUR advantage.

# << INCLUDE LINK HERE>>

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The PEO will include a reminder to the workforce two times prior to the closing of the survey.