

Screen Captures from Draft Rockledge Phase 3 and 4 Post-Move Survey

Note: these screen captures show both computer and mobile versions. Some text may be cut off; please refer to print version of survey for full question set.

OMB# 0925-0648; Expiration Date: 08/30/2024

Burden Disclosure:
Public reporting burden for this collection of information is estimated to average 5 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. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0648). Do not return the completed form to this address.

Introduction:
Thank you for taking the time to complete this survey! This survey asks a series of questions about your involvement with the change management portion of the redesign and reconstruction of Rockledge I/II, phases 3 and 4. Your feedback is valuable and will be used to evaluate the effectiveness of our change management efforts, as well as help us understand what types of additional information and/or training should be provided before for NIH projects.

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Instructions:
Please see the attached survey for your reference and use. The survey will be digital; however a hard copy of the survey questions is included to assist in the evaluation process. In addition, please note the following below:

- Survey responses reside behind the NIH firewall and are secure to the extent permitted by law.
- For each question, select the option that best represents your view.
- The survey will take approximately 5 minutes to complete.
- Try to answer each question as honestly and accurately as possible.
- At any point, you may exit the survey and return to complete the survey at a later time. Your answers will be saved.

Questions about this survey may be sent to Maggie Willis at maggie.willis@crtkl.com.

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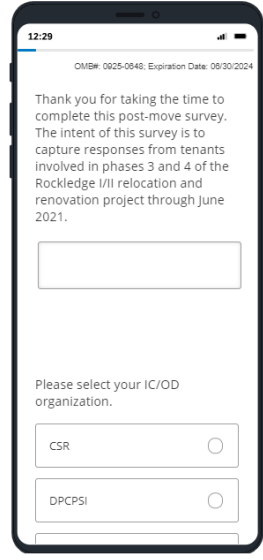
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- Survey responses reside behind the NIH firewall and are secure to the extent permitted by law.
- For each question, select the option that best represents your view.
- The survey will take approximately 5 minutes to complete.

Thank you for taking the time to complete this post-move survey. The intent of this survey is to capture responses from tenants involved in phases 3 and 4 of the Rockledge I/II relocation and renovation project through June 2021.

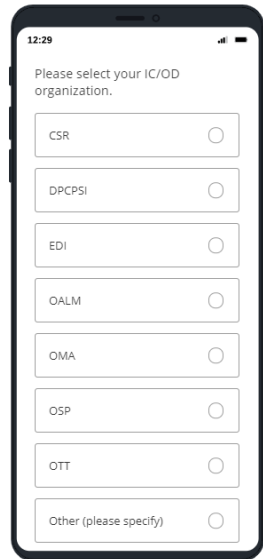
Please select your IC/OD organization.

CSR	<input type="radio"/>
DPCPSI	<input type="radio"/>
EDI	<input type="radio"/>
	<input type="radio"/>



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CSR	<input type="radio"/>
DPCPSI	<input type="radio"/>
EDI	<input type="radio"/>
OALM	<input type="radio"/>
OMA	<input type="radio"/>
OSP	<input type="radio"/>
OTT	<input type="radio"/>
Other (please specify)	<input type="radio"/>
	<input type="radio"/>

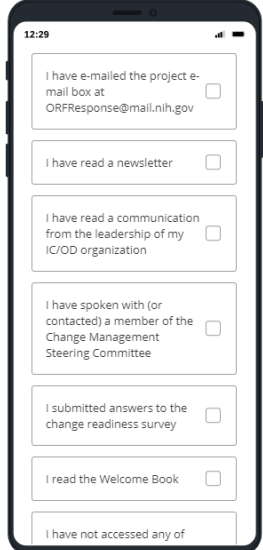
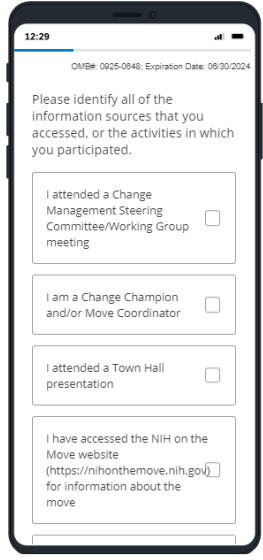


Please identify all of the information sources that you accessed, or the activities in which you participated.

- I attended a Change Management Steering Committee/Working Group meeting
- I am a Change Champion and/or Move Coordinator
- I attended a Town Hall presentation
- I have accessed the NIH on the Move website (<https://nihonthemove.nih.gov>) for information about the move
- I have accessed my IC-specific SharePoint site
- I have read the Frequently Asked Questions on the NIH on the Move website
- I have submitted a question for an answer
- I have e-mailed the project e-mail box at ORFResponse@mail.nih.gov

- I have read a newsletter
 - I have read a communication from the leadership of my IC/OD organization
 - I have spoken with (or contacted) a member of the Change Management Steering Committee
 - I submitted answers to the change readiness survey
 - I read the Welcome Book
 - I have not accessed any of the above, but have heard about the move from my coworkers
 - None of the above
 - Other (please specify)
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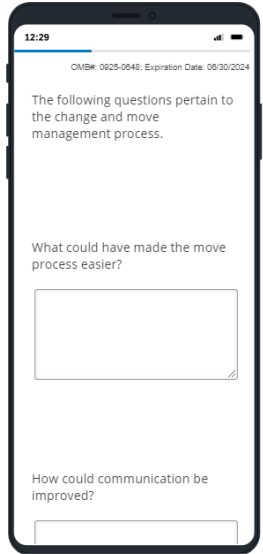


The following questions pertain to the change and move management process.

What could have made the move process easier?

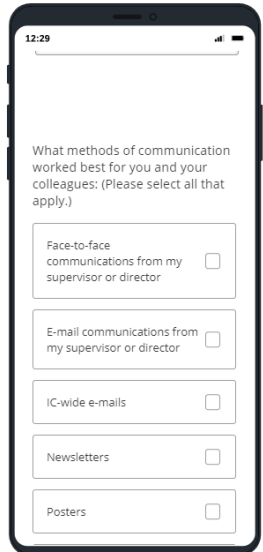
How could communication be improved?

What do you wish you knew sooner?



What methods of communication worked best for you and your colleagues: (Please select all that apply.)

- Face-to-face communications from my supervisor or director
- E-mail communications from my supervisor or director
- IC-wide e-mails
- Newsletters
- Posters
- NIH on the Move website
- IC-wide Town Hall presentation
- Other (please specify)



Do you and your colleagues feel like responses were provided in a timely manner?

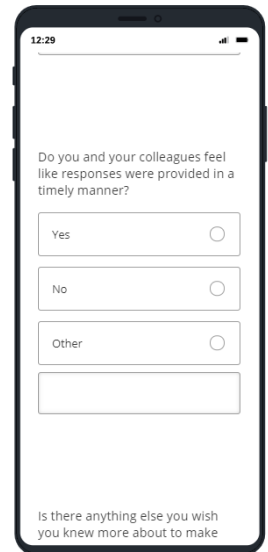
Yes

No

Other

Is there anything else you wish you knew more about to make the transition go more smoothly?

If you have suggestions for additional information or training that should have been provided prior to the move, please identify these below.



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We thank you for your time spent taking this survey.
Your response has been recorded.

