

# USAID Commuter Survey

\* Indicates required question

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## PRIVACY ACT STATEMENT

### Authorities:

Executive Order (EO) 14008 on Tackling the Climate Crisis at Home and Abroad and EO 14057 on Catalyzing American Clean Energy through Federal Sustainability.

### Purpose:

USAID is conducting this survey on workforce commuting habits to inform its GHG emissions inventory, measure progress against its GHG emissions reduction targets, and inform and improve its transit benefits program and reporting.

This survey asks optional questions about your commute, methods of transportation, and travel patterns to help USAID measure progress toward its GHG reduction goals and identify alternative commuting options and workplace flexibilities that could help reduce commuting-related GHG emissions in the future.

Your individual responses will be confidential and won't be shared beyond the study team. The study team will aggregate and analyze your responses with all other response data. USAID will report the aggregated results to management officials and may share the anonymized findings with our partners and the general public.

### Routine Uses:

USAID recognizes it's important to protect the privacy of its workforce members and secure the information you provide. Consistent with Federal privacy laws, regulations and USAID policy, only a limited number of staff who have a business "need-to-know" to perform their official job duties have access to personally identifiable information (PII). All USAID staff must: adhere to USAID privacy and security policies; complete Annual Privacy and Security Awareness Training; follow physical, administrative, and technical safeguards against unauthorized access, disclosure, and improper use of information; and maintain data accuracy and integrity.

### Disclosure:

Participating is voluntary. However, participating will help USAID improve its strategy to reduce GHG emissions and improve its transit benefits program. If you have any questions about the survey or USAID's efforts to reduce its GHG emissions, please contact the study team at: MBureauClimateChangeWG@usaid.gov.

**If you use a USAID-owned vehicle to travel to and from work, do not fill out this survey.**

## INSTRUCTIONS AND DEFINITIONS

We are asking all USAID workforce members to take a few minutes out of their busy schedules to complete this survey. It should take no more than **10 minutes**. Please complete this survey in one sitting. Your answers will not be submitted until you click "Submit" at the bottom.

Thank you for your help with this important data collection effort!

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### Important Definitions:

- Telework: Staff authorized to work from a remote location but required to commute to a USAID or federal building at least once per pay period.
- Remote Work: Working exclusively from home or other remote locations.
- Commute: Traveling to and from a USAID or federal building via one or more modes of transportation for work.
- Motorized Vehicles: Two- and four-wheel vehicles that require a motor to move (i.e., car, truck, motorcycle).
- Non-Motorized Vehicles: Mode(s) of transport that do not require a motor to move (i.e., bicycle, push scooter, electric bike/scooter, skateboard).

## WORKPLACE INFORMATION

**1. 1. Please select your Bureau, Independent Office, or Operating Unit. \***

*Mark only one oval.*

- ☐ Office of the Administrator (A/AID)
- ☐ Office of the Chief Operating Officer (COO)
- ☐ Office of the Chief Diversity, Equity, Inclusion, and Accessibility Officer (A/DEIA)
- ☐ Office of the Chief Economist (OCE)
- ☐ Office of Civil Rights (OCR)
- ☐ Office of the Executive Secretariat (ES)
- ☐ Office of the General Counsel (GC)
- ☐ Office of Human Capital and Talent Management (HCTM)
- ☐ Office of the Inspector General (OIG)
- ☐ Office of Policy (POL)
- ☐ Office of Security (SEC)
- ☐ Office of Small and Disadvantaged Business Utilization (SDBU)
- ☐ Bureau for Humanitarian Assistance (BHA)
- ☐ Bureau for Conflict Prevention and Stabilization (CPS)
- ☐ Bureau for Democracy, Human Rights, and Governance (DRG)
- ☐ Bureau for Foreign Assistance (FA)
- ☐ Bureau for Global Health (GH)
- ☐ Bureau for Inclusive Growth, Partnerships, and Innovation (IPI)
- ☐ Bureau for Legislative and Public Affairs (LPA)
- ☐ Bureau for Management (M)
- ☐ Bureau for Planning, Learning, and Resource Management (PLR)
- ☐ Bureau for Resilience, Environment, and Food Security (REFS)
- ☐ Bureau for Africa (AFR)
- ☐ Bureau for Asia (ASIA)
- ☐ Bureau for Europe and Eurasia (E&E)
- ☐ Bureau for Latin America and the Caribbean (LAC)
- ☐ Bureau for Middle East (ME)

2. **2. Please select the option below that best describes your work location.** \*

*Mark only one oval.*

- ☐ In a USAID or federal building
- ☐ At home or remote location
- ☐ Combination of a USAID or federal building and at home or a remote location
- ☐ Other: \_\_\_\_\_

3. **3. How many workdays did you commute to a USAID or federal building during the last pay period?** \*

*'Commute' means traveling to or from a USAID or federal building via one or more modes of transportation for work.*

*Mark only one oval.*

- ☐ 0 days
- ☐ 1 day
- ☐ 2 days
- ☐ 3 days
- ☐ 4 days
- ☐ 5 days
- ☐ 6 days
- ☐ 7 days
- ☐ 8 days
- ☐ 9 days
- ☐ 10 days
- ☐ 11 or more days

4. **4. If you did not commute to a USAID or federal building every workday during the last pay period, did you work from home or other remote location on the remaining workdays?** \*

*'Work from a remote location' means working remotely from your own home or location that is not a USAID or federal building.*

*Mark only one oval.*

- ☐ Yes
- ☐ No, I work part-time/do not work the other days.
- ☐ I commuted to a USAID or federal building every workday during the last pay period.

## **DAILY COMMUTE TO WORK FROM HOME**

5. **5. Please select the PRIMARY mode of transportation you use to travel TO WORK from home when you do not telework or work remotely.**

\*

*'Primary' means the mode of transportation you use most often.*

*For example: "I usually walk to work (primary)."*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff Shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ I work from a remote location
- ☐ Other

6. **6. If you sometimes use a different mode of transportation to travel TO WORK from home, please select your SECONDARY mode of transportation.** \*

*'Secondary' means the first alternative mode of transportation you use when not using your primary mode of transportation. If you do not use a secondary mode of transportation, select "I do not use a secondary mode of transportation."*

*For example: "I usually walk to work, but if it's raining I take the bus (secondary) instead."*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff Shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ I work from a remote location
- ☐ I do not use a secondary mode of transportation.

7. **7. If you sometimes use a different mode of transportation to travel TO WORK from home, please select your TERTIARY mode of transportation.**

\*

*'Tertiary' means the second alternative mode of transportation you use when not using your primary or secondary mode of transportation. If you do not use a tertiary mode of transportation, select "I do not use a tertiary mode of transportation."*

*For example: "I usually walk to work, but if it's raining I take the bus instead. If I am running late I take a ride share (tertiary) instead of walking or taking the bus."*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff Shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ I work from a remote location
- ☐ I do not use a tertiary mode of transportation.



8. **8. What is the number of kilometers you travel one-way TO WORK from home?** \*

*If you are unsure of the number of kilometers you travel, please use [Google Maps](#) to map your commute and estimate the distance. You may need to [convert](#) miles to kilometers; or, in Google Maps, after entering your start and end points, click "Options" --> "Distance units" --> "km".*

*Only include numbers in your answer (E.g.: 3 or 3.5, to the nearest 0.5 kilometer).*

Note: Google Maps does not show distance for public "Transit" commuting. Please use the "Driving" option in Google Maps to estimate your commute distance.

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9. **9. If you use a carpool/vanpool to commute TO WORK from home, on average, how many passengers, including you, are in the carpool/vanpool?** \*

*Mark only one oval.*

- ☐ 2 passengers
- ☐ 3 passengers
- ☐ 4 passengers
- ☐ 5 passengers
- ☐ 6 passengers
- ☐ More than 6 passengers
- ☐ I do not use a carpool/vanpool.

**DAILY COMMUTE HOME FROM WORK**

10. **10. Please select the PRIMARY mode of transportation you use to travel HOME FROM WORK when you do not telework or work remotely.**

\*

*'Primary' means the mode of transportation you use most often.*

*For example: "I usually walk home from work (primary)."*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff Shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ I work from a remote location
- ☐ Other

11. **11. If you sometimes use a different mode of transportation to travel HOME FROM WORK, please select your SECONDARY mode of transportation.** \*

*'Secondary' means the first alternative mode of transportation that you use when not using your primary mode of transportation. If you do not use a secondary mode of transportation, select "I do not use a secondary mode of transportation."*

*For example: "I usually walk home from work, but if it's raining I take the bus (secondary) instead."*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff Shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ I work from a remote location
- ☐ I do not use a secondary mode of transportation.

12. **12. If you sometimes use a different mode of transportation to travel HOME FROM WORK, please select your TERTIARY mode of transportation.** \*

*'Tertiary' means the second alternative mode of transportation you use when not using your primary or secondary mode of transportation. If you do not use a tertiary mode of transportation, select "I do not use a tertiary mode of transportation."*

*For example: "I usually walk home from work, but if it's raining I take the bus instead. If I am running late I take a ride share (tertiary) instead of walking or taking the bus."*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ I work from a remote location
- ☐ I do not use a tertiary mode of transportation.

13. **13. What is the number of kilometers you travel one-way HOME FROM WORK?** \*

*If you are unsure of the number of kilometers you travel, please use [Google Maps](#) to map your commute and estimate the distance. You may need to [convert](#) miles to kilometers; or, in Google Maps, after entering your start and end points, click "Options" --> "Distance units" --> "km".*

*Only include numbers in your answer (E.g.: 3 or 3.5, to the nearest 0.5 kilometer).*

Note: Google Maps does not show distance for public "Transit" commuting. Please use the "Driving" option in Google Maps to estimate your travel distance.

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14. **14. If you use a carpool/vanpool to commute HOME FROM WORK, on average, how many passengers, including you, are in the carpool/vanpool?** \*

*Mark only one oval.*

- ☐ 2 passengers
- ☐ 3 passengers
- ☐ 4 passengers
- ☐ 5 passengers
- ☐ 6 passengers
- ☐ More than 6 passengers
- ☐ I do not use a carpool/vanpool.

## VEHICLE INFORMATION

15. **15. If you use a motorized vehicle to commute, please specify the type of motorized vehicle (including a motorized vehicle you use in a carpool/vanpool).** \*

*Mark only one oval.*

- ☐ I don't use a motorized vehicle to commute
- ☐ Passenger car
- ☐ Sport Utility Vehicle (SUV), van, or truck
- ☐ Motorcycle/Moped
- ☐ Other: \_\_\_\_\_

16. **16. What is the fuel type for the motorized vehicle you use to commute or carpool/vanpool?** \*

*Mark only one oval.*

- ☐ I don't use a motorized vehicle to commute
- ☐ Gasoline
- ☐ Diesel
- ☐ Electric
- ☐ Hybrid
- ☐ Compressed natural gas (CNG)
- ☐ I don't know
- ☐ Other: \_\_\_\_\_

## ALTERNATIVE COMMUTING OPTIONS

17. **17. What is the estimated distance between your home and the nearest public transit station or bus stop?**

\*

*Mark only one oval.*

- ☐ Less than 0.5 kilometer
- ☐ 0.5 to 1.0 kilometer
- ☐ 1.0 to 1.5 kilometers
- ☐ 1.5 to 2.0 kilometers
- ☐ 2.0 to 2.5 kilometers
- ☐ 2.5 to 3.0 kilometers
- ☐ More than 3 kilometers
- ☐ I don't know or I'm not sure
- ☐ Public transit is not available where I live

18. **18. Would you consider commuting to a USAID or federal building for work using the following modes of transportation?** \*

*Mark only one oval per row.*

	I already use this mode	Yes, I would consider using it	I might consider using it	No, I would not consider using it	This mode does not apply to me
<b>Carpool or vanpool</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Staff shuttle</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Public transit bus</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Metrorail/Transit rail (high frequency and more stations, which are closer together – e.g., Metro)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Commuter rail (low frequency and fewer stations, which are farther apart – e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC]))</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Intercity rail (e.g., Amtrak)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Walk</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Bicycle (personal or bikeshare)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



**Hired vehicle  
(e.g., rideshare,  
taxi, private  
service)**

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☐

☐

☐

☐

**Electric scooter  
or electric  
bicycle  
(rideshare or  
personal)**

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19. **19. Do you use any of the following commuting or work scheduling options that USAID may offer?** \*

*Mark only one oval per row.*

	Use	Do not use	Would consider using	Don't know if this is offered
<b>Flexible work hours (flextime)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Compressed work week (AWS)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Transit benefit program</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Parking benefit</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Electric vehicle charging station</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Covered and secure bike storage</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Showers for walkers and bikers</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## ADDITIONAL QUESTIONS

20. **20. Prior to the COVID-19 pandemic, what was your PRIMARY commuting mode of transportation?** \*

*Please answer based on your commuting habits regardless of whether you worked at USAID prior to the COVID-19 pandemic. "Primary" = The mode of transportation you used most often.*

*Mark only one oval.*

- ☐ Drive alone (Car, non-government owned)
- ☐ Drive alone (Truck / Sport Utility Vehicle [SUV] / Van)
- ☐ Motorcycle/Moped
- ☐ Carpool (2+ people)
- ☐ Vanpool (4+ people)
- ☐ Staff shuttle
- ☐ Public transit bus
- ☐ Metrorail/Transit rail (e.g., Metro)
- ☐ Commuter rail (e.g., Virginia Railway Express [VRE], Maryland Area Rail Commuter [MARC])
- ☐ Intercity rail (e.g., Amtrak)
- ☐ Walk
- ☐ Bicycle (personal or bikeshare)
- ☐ Hired vehicle (e.g., rideshare, taxi, private service)
- ☐ Electric scooter or electric bicycle (rideshare or personal)
- ☐ Work from a remote location
- ☐ Other

21. **21. Which factors impact your choice of mode of transportation for commuting to a USAID or federal building for work?**



*Check all that apply.*

- ☐ Operating Unit support requirements (e.g., calls with Missions in other time zones)
- ☐ Commitments outside of official duties (e.g., commitments before and/or after work)
- ☐ Time spent commuting
- ☐ Health (public and/or personal health considerations)
- ☐ Exercise
- ☐ Physical safety
- ☐ Reliability
- ☐ Personal financial cost
- ☐ Access to an employer-paid commuter benefits program
- ☐ Ease of using commuter benefits
- ☐ Type of commuter benefits available (e.g., parking benefit)
- ☐ Availability of commuting options
- ☐ Convenience of commuting options
- ☐ Environmental impact of commute (e.g., GHG emissions)
- ☐ Weather
- ☐ Number of days per work week you are required to work in a USAID or federal building
- ☐ I do not commute to a USAID or federal office building
- ☐ Other: \_\_\_\_\_

22. **22. Is there any information you would like to add about your commute that this survey did not address? (Optional)**

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