

Attachment A

Welcome to the Business Trends and Outlook Survey

The U.S. Census Bureau is requesting your assistance to produce important data on current economic conditions, as well as the impact on our nation's economy when natural disasters or other emergencies occur.

Your response is especially important as it helps policy makers, government officials, and businesses like yours understand these effects. Please complete this quick survey; **it will take approximately 10-17 minutes.**

The data you provide will be aggregated to create a two-week snapshot of economic activity within the U.S. This survey is not intended to replace more comprehensive surveys that typically require the use of company records.

- **Estimates are acceptable and encouraged**
- **The survey will take approximately 10-17 minutes**
- **Please include all domestic operations of this consolidated business, including all locations, subsidiaries, and divisions.**

For this survey, please provide data for: **[Name 1] [Name 2]**

1. Overall, how would you describe this business's current performance? *Please include all domestic operations of this consolidated business, including all locations, subsidiaries, and divisions.*
 - Excellent
 - Above average
 - Average
 - Below average
 - Poor
2. Between MMM DD – MMM DD, how did this business's operating revenues/sales/receipts change? *Please compare this two-week period to the two weeks prior. Estimates are acceptable.*
 - Increased
 - Decreased
 - No change
3. Between MMM DD – MMM DD, how did this business's number of paid employees change?
 - Increased
 - Decreased
 - No change

4. Between MMM DD – MMM DD, did this business use Artificial Intelligence (AI)¹ in producing goods or services? (Examples of AI: machine learning, natural language processing, virtual agents, voice recognition, etc.)
- Yes
 - No
 - Do not know
5. In the last six months, did this business experience any monetary losses due to an extreme weather event (for example, hurricane, flood, drought, heat wave, etc.)?
Include incurred costs and losses of sales or assets.
- Yes
 - No (*skip to 7*)
6. What type of extreme weather event caused the monetary losses? *Select all that apply.*
- Wildfire
 - Earthquake
 - Hurricane
 - Tornado
 - Flood
 - Drought
 - High winds
 - Severe storm/hail
 - Snow/blizzard
 - Ice
 - Extreme temperature (heat or cold)
 - Other (*please describe* _____)
7. Six months from now, how do you think you will describe this business's performance?
- Excellent
 - Above average
 - Average
 - Below average
 - Poor
8. Six months from now, how do you think this business's number of paid employees will have changed?
- Increased
 - Decreased
 - No change

¹ Hyperlink: AI Definition: Computer systems and software that are able to perform tasks normally requiring human intelligence, such as decision-making, visual perception, speech recognition, and language processing.

Types or applications of AI include machine learning, natural language processing, virtual agents, predictive analytics, machine vision, voice recognition, decision making systems, data analytics, image processing, etc.

9. During the next six months, do you think this business will be using Artificial Intelligence (AI)² in producing goods or services? (*Examples of AI: machine learning, natural language processing, virtual agents, voice recognition, etc.*)
- Yes
 - No
 - Do not know

These next questions ask about Work from Home from the business's perspective.

10. Does this business currently have any full-time employees who work from home for at least 6 hours in a day?
- Yes
 - No (*skip to 12*)

11. Approximately what percentage of this business's full-time employees currently work from home for at least 6 hours in a day?

____% do so rarely
____% do so ~1 day per week
____% do so ~2 days per week
____% do so ~3 days per week
____% do so ~4 days per week
____% do so ~5 or more days per week

100%

- Do not know/Not applicable

Alt-11a

Does this business currently have full-time employees who work from home for at least 6 hours in a day for any of the following options? *Select all that apply.*

- Rarely
- ~1 day per week
- ~2 days per week
- ~3 days per week
- ~4 days per week
- ~5 or more days per week

² (Added 10/23/23) AI Definition: Computer systems and software that are able to perform tasks normally requiring human intelligence, such as decision-making, visual perception, speech recognition, and language processing.

Types or applications of AI include machine learning, natural language processing, virtual agents, predictive analytics, machine vision, voice recognition, decision making systems, data analytics, image processing, etc.

- Do not know/Not applicable

12. Five years ago (in 2019), approximately what percentage of this business's full-time employees worked from home for at least 6 hours in a day?

____ % did so never
 ____ % did so rarely
 ____ % did so ~1 day per week
 ____ % did so ~2 days per week
 ____ % did so ~3 days per week
 ____ % did so ~4 days per week
 ____ % did so ~5 or more days per week

 100%

- Do not know/Not applicable

13. Looking forward to five years from now (in 2029), approximately what percentage of this business's full-time employees do you think will work from home for at least 6 hours in a day?

____ % will do so never
 ____ % will do so rarely
 ____ % will do so ~1 day per week
 ____ % will do so ~2 days per week
 ____ % will do so ~3 days per week
 ____ % will do so ~4 days per week
 ____ % will do so ~5 or more days per week

 100%

- Do not know/Not applicable

14. Does this business currently have any full-time employees who work all their paid hours from home (fully remote)?

- Yes
- No (*skip to 16*)

15. Does this business pay its fully remote full-time employees a local rate that varies by city, state, or region?

- Yes
- No

Alt-15a

Does this business pay its fully remote full-time employees based partly on where they live?

- Yes
- No

16. What factors limit the ability of this business's full-time employees to work from home? *Select all that apply.*

- Parts or all of the job cannot be performed from home
- Management of employees working from home too costly/complicated
- Efficiency/productivity concerns
- Challenges around mentoring/learning
- Legal/regulatory/tax reasons
- Security concerns (IT or other)
- Other (*please describe* _____)
- No factors limit work from home

17. Does this business have an official work from home policy that includes minimum onsite requirements?

- Yes
- No (*skip to 19*)

18. How does this business ensure employees meet the minimum onsite requirements? *Select all that apply.*

- Badge swipe or sign-in sheet
- Attendance at in-person meetings
- Manager checks
- Other (*please describe* _____)
- This business does not track onsite presence

19. Does this business monitor the productivity of full-time employees?

- Yes
- No (*skip to 23*)

20. How does this business monitor full-time employees working from home? *Select all that apply.*

- Login/logoff times
- Computer activity
- Attendance/participation in online meetings
- Specific measures of output (e.g., number of customers served or calls answered, sales, units produced, etc.)
- Other (*please describe* _____)
- This business does not monitor full-time employees working from home.

21. How does this business monitor full-time employees working onsite? *Select all that apply.*

- Arrival/departure times
- Login/logoff times
- Computer activity
- Attendance/participation in online meetings
- Attendance/participation at in person meetings
- Specific measures of output (e.g., number of customers served or calls answered, sales, units produced, etc.)

- Other (*please describe* _____)
- This business does not monitor full-time employees working onsite.

22. Has this business observed differences in productivity for its full-time employees based on location?

- Yes, work from home more productive
- Yes, onsite more productive
- No differences in productivity
- Do not know/Not applicable

Alt-22a

Has this business observed differences in productivity for full-time employees based on whether they are working from home or onsite?

- Yes, work from home more productive
- Yes, onsite more productive
- No differences in productivity
- Do not know/Not applicable

23. Has the adoption of work from home by other businesses had an impact on this business? *For example, this business has experienced lower sales due to a decrease in neighborhood foot traffic, or this business has experienced increased demand for products that facilitate working from home.*

- Yes, positive impact overall
- Yes, negative impact overall
- No impact

24. Would you like to provide any information about your responses to these questions or this business?

Remarks (500 characters)

25. Contact information

Contact name:

Contact title:

26. For future Business Trends and Outlook Survey requests, please provide your preferred email address:

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-1022 and appears in the lower left corner of each reporting screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13, United States Code, Sections 131 and 182, authorizes the U.S. Census Bureau to conduct this collection and to request your voluntary assistance. The Census Bureau is required by Section 9 of the same law to keep your information confidential and use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

Burden Estimate Statement

We estimate the Business Trends and Outlook Survey will take an average of 10-17 minutes to complete. Factors such as company size, complexity and activity will affect your actual time to complete the survey. This estimate includes the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

You may email comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: econ.btos@census.gov. Be sure to use "EID Survey Comments 0607-0725" as the subject.