Annual Employee Survey

Public Burden Statement

The public burden to complete this information collection is estimated at 5 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collected 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 the Office of Personnel Management Forms Officer at FormsPRA@opm.gov. Current information regarding this collection of information - including all background materials - can be found at https:/www.reginfo.gov/public/do/PRAMain by using the search function to enter either the title of the collection or 3206-XXXX.

Privacy Act Statement

Authority: OPM is collecting this information pursuant to 5 U.S.C. 1101 note, 1103(a)(5), 1104, 1302, 3301, 3302, 4702, 7701 note; E.O. 13197, 66 FR 7853, 3 CFR 748 (2002); E.O. 10577, 12 FR 1259, 3 CFR, 1954-1958 Comp., p. 218.
Purpose: OPM is collecting employee responses to fulfill its statutory requirement under 5 U.S.C. 7101 which instructs agencies to conduct an annual survey of employees to assess leadership and management practices that contribute to agency performance and employee satisfaction with (A) leadership policies and practices; (B) work environment; (C) rewards and recognition; (D) opportunity for professional development and growth; and (E) opportunity to contribute to achieving organizational mission. Results will be made available to the public and posted on the OPM website. Survey results will also be used to research and inform human capital management and policies.
Routine Uses: The information you provide will be maintained in Central-21, Federal Employee Viewpoint Survey, and may be disclosed in accordance with the published routine uses. A complete list of routine uses is available at www.opm.gov/privacy.
Effects of Not Providing the Requested Information: Participation is 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.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
1. Managers clearly communicate the goals of the organization.	m	m	m	m	m
2. The people I work with	m	m	m	m	m

cooperate to get the job done.					
3. In my work unit, differences in performance are recognized in a meaningful way.	m	m	m	m	m
4. My supervisor provides ongoing feedback to help me succeed and progress in my career.	m	m	m	m	m
5. My supervisor holds my team accountable for achieving results.	m	m	m	m	m
6. I know how my work relates to the agency's goals.	m	m	m	m	m
7. I feel empowered to get things done at my organization.	m	m	m	m	m
8. I can disclose a suspected violation of any law, rule or regulation without fear of reprisal.	m	m	m	m	m
9. In my work unit, steps are taken to deal with a poor performer who cannot or will not improve.	m	m	m	m	m

10. In my work unit, poor performers usually (select all that apply):
    - Remain in the work unit and improve their performance over time
    - Remain in the work unit and continue to underperform
    - Leave the work unit – removed or transferred
    - Leave the work unit – quit
    - There are no poor performers in my work unit