

Survey Employees Prior to Returning to the Workplace

The purpose of this survey is to gauge employees sense of well-being and concern around office safety upon their return. Once employers determine it is safe for employees to return to the office, they should regularly monitor the cleanliness and welfare of the office.

Date _____

What is your geographic location? (have a map) _____

What is your role

- C-Suite Executive
- Vice President
- Director
- Manager/team lead
- Associate

How long have you been with the company?

- 0-2 years
- 3-5 years
- 6-10 years
- 11-15 years
- 16-20 years
- 21+ years

Gender

- Male
- Female
- Prefer not to answer

Age

- 18-24
- 25-29
- 30-39
- 40-49
- 50-59
- 60-64
- 65+

How comfortable are you returning to the workplace?

- Very comfortable
- Comfortable
- Indifferent
- Uncomfortable
- Very Uncomfortable

Do you find yourself productive and undistracted while working from home?

- Very productive and undistracted
- Productive and undistracted
- Sometimes productive and undistracted
- Unproductive and distracted
- Very unproductive and distracted

How responsive has the company been to accommodating the Work From Home (WFH) environment?

- Very accommodating
- Accommodating
- Indifferent
- Sometimes accommodating
- Not accommodating

How communicative has the company been to employees about what is going on internally as an organization?

- Very communicative
- Communicative
- Sometimes communicative
- Not communicative

If your role requires you to travel, how comfortable are you with travel?

- Very comfortable
- Comfortable
- Doesn't apply to me
- Uncomfortable
- Very uncomfortable

What barriers would prevent you from returning to the workplace? (check all that apply)

- Childcare
- Care for a parent or other dependent
- Public transportation to work
- You are considered to be an at-risk individual for COVID-19
- Someone in your home is an at-risk individual for COVID-19
- Fear/anxiety

If proper measures were taken to create a safe work environment and our office complied with all CDC, OSHA, federal, and state guidelines, would you feel comfortable returning to the workplace *full-time*?

- Very comfortable
- Comfortable
- Indifferent
- Uncomfortable
- Very Uncomfortable

If proper measures were taken to create a safe work environment and our office complied with all CDC, OSHA, and state guidelines, would you feel comfortable returning to the workplace *part-time*? (ie staggered shifts or working in the office 2-3 days per week)

- Very comfortable
- Comfortable
- Indifferent
- Uncomfortable
- Very Uncomfortable

What would make you more comfortable returning to the workplace? (check all that apply)

- Requiring all employees to wear masks at all times
- Requiring employees to wear masks while in common areas
- Glass shields between cubicle space to separate employees
- Requiring employees to take their own temperature before work
- Requiring building staff to check each employee's temperature prior to entering the building
- Restricting kitchen use
- Regularly monitored and more frequent office cleanings
- Eliminating meetings all together
- Eliminating meetings of 4+
- Restricting visitors to enter the workplace
- Allowing for a flexible schedule to Work From Home (WFH) on specific days
- Other suggestion(s) that would make you feel more comfortable returning to the workplace
