



August 26, 2021

Organizational Solutions Survey Services

OSI can provide Clients with completely confidential, third-party survey services for employees to help gauge:

- Employees' attitudes towards return to work
- Preference for hybrid, work at home or office work
- Intention to have COVID-19 vaccination

We can also manage proof of vaccination programs that fully respect your employees' right to privacy.

Typical Survey Questions

These are just some of the questions that can help management better understand employee attitudes and concerns.

1. On a scale of 1 to 10, how satisfied are you working from home during the pandemic? Ranking: 1 being not satisfied, 10 being very satisfied
2. Where are you more effective at performing your role/job function?
 - Most effective working at home
 - Most effective working at the office
 - No difference office vs. home
3. Why are you more effective working from home? Select all that apply.
 - Fewer distractions
 - More time to dedicate to work/less commute
 - Fewer meetings
 - Other
4. Why are you more effective working in the office? Select all that apply.
 - Inadequate space / tools at home (Internet, IT equipment etc.)
 - Hard to stay motivated
 - Communication barriers
 - Too many distractions at home (family, children etc.)
 - Other
5. What tools/features do you need to be most effective working from home?

6. What would be the optimal number of days per week for you to work from the office?
7. Once we are able to re-open the office, what would be your main reasons for returning to the office? Select all that apply.
 - Connecting with colleagues
 - Connecting with leadership/manager
 - Social interaction
 - Focus on work – solve work related issues
 - To collaborate and run meetings
 - To allow a separation from work and home
 - Other
8. When would you be comfortable returning to a fully re-opened office? Select all that apply.
 - At any time – I have no concerns
 - When community vaccination rates are higher
 - When company mandates employees to be fully vaccinated before returning to the office
 - When I am fully vaccinated
 - With safety protocols still in place (social distancing, mask wearing, cleaning, capacity restrictions)
 - Other (please specify)

Reporting

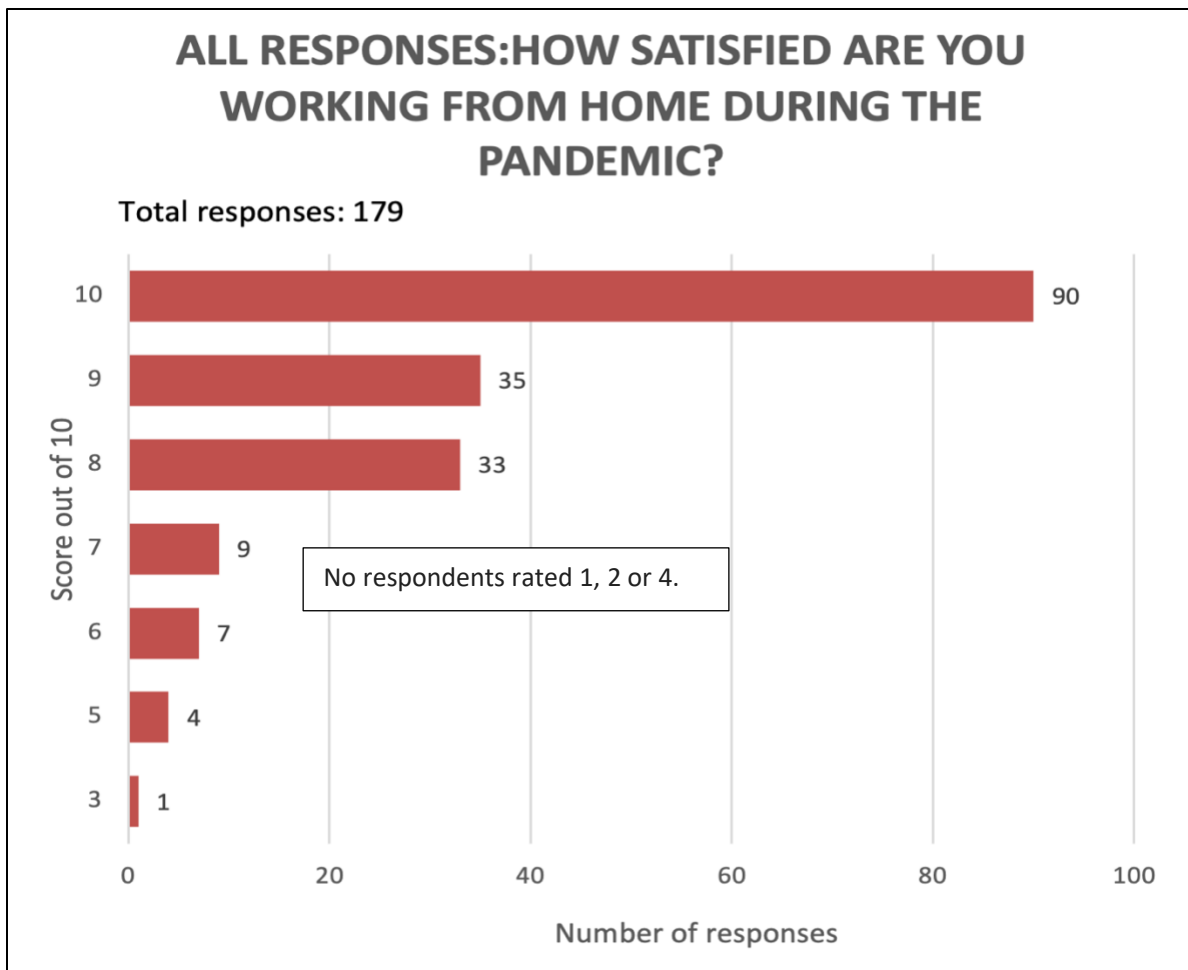
Organizational Solutions Staff is experienced in writing and interpreting business surveys and will:

- review the questions you provide
- suggest questions
- review the responses mid-way and at the end of the survey
- provide verbatim reports on responses and feedback
- write an analysis of the results and the implications therein

Sample Answer

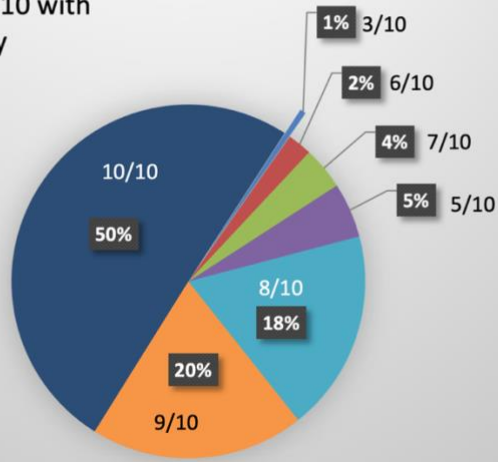
Question: *On a scale of 1 to 10, how satisfied are you working from home during the pandemic?*
Ranking: 1 being not satisfied, 10 being very satisfied

Answers could be reviewed for all employees or by department.



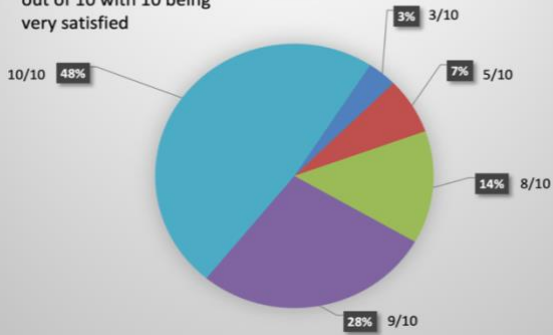
HOW SATISFIED ARE YOU WORKING FROM HOME DURING THE PANDEMIC?

Responses from 1 to 10 out of 10 with 10 being very satisfied



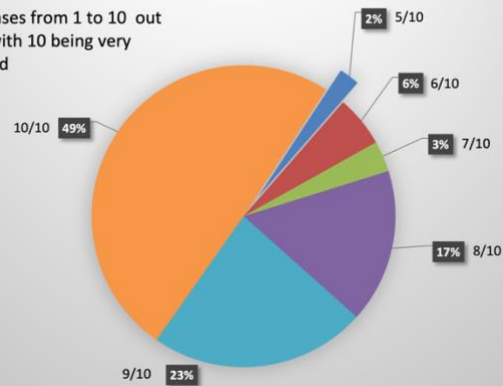
DEPARTMENT A : HOW SATISFIED ARE YOU WORKING FROM HOME DURING THE PANDEMIC?

Responses from 1 to 10 out of 10 with 10 being very satisfied



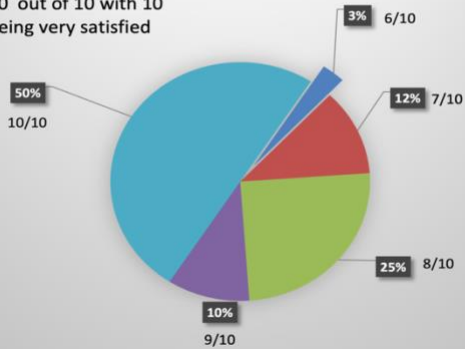
DEPARTMENT B : HOW SATISFIED ARE YOU WORKING FROM HOME DURING THE PANDEMIC?

Responses from 1 to 10 out of 10 with 10 being very satisfied



DEPARTMENT C : HOW SATISFIED ARE YOU WORKING FROM HOME DURING THE PANDEMIC?

Responses from 1 to 10 out of 10 with 10 being very satisfied



Top Two Box Scores

This graph summarizes positive responses about working from home during the pandemic, by the three areas of the company: DEPARTMENT A, DEPARTMENT B and DEPARTMENT C.

76% of respondents in DEPARTMENT A were totally (10/10) or highly (9/10) satisfied with working from home during the pandemic.

This compares to 72% of respondents in DEPARTMENT B and 60% in DEPARTMENT C.

