

# Future of Work Survey II

On behalf of NEI's Future of Work working group, thank you for taking this survey! All responses will be generally anonymous and will be kept secure by the working group, to the extent permitted by law. We hope to use results of this survey to provide useful tools, guidance, and information that will help staff transition into our new future of work at the institute.

If you encounter any problems, please contact [nei-work-flex@nih.gov](mailto:nei-work-flex@nih.gov). Thank you for your support!

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Generic Clearance for NIH Citizen Science and Crowdsourcing Projects

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\* Required

## About You

1. What type of work do you perform at NEI? \*

Select one. If you work in clinic and do intramural research, select clinic.

- ☐ Clinical Care
- ☐ Intramural Research
- ☐ Extramural
- ☐ Admin (including IT & OD)
- ☐ Other

2. Is your role supervisory? \*

- ☐ Yes
- ☐ No

3. Where do you primarily work when you're on-site? \*

- ☐ Building 6
- ☐ Building 10 (South, old)
- ☐ Building 10-CRC (North, new)
- ☐ Building 31
- ☐ Building 35
- ☐ Building 49
- ☐ 5652 Fishers Lane
- ☐ 6700 Rockledge Dr
- ☐ Other

4. Have you made a remote work or telework request since March 2022? \*

- ☐ Yes, and it was approved
- ☐ Yes, and it was denied
- ☐ Yes, but I was given something other than requested
- ☐ Yes, but I haven't heard back yet
- ☐ No

5. How many days a week do you usually telework or work remotely? \*

- ☐ I only work on campus
- ☐ Less than 1 or ad-hoc only
- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

6. Is your work group... \*

- ☐ Completely on-site at NIH facilities
- ☐ Mostly on-site at NIH facilities
- ☐ About half-and-half
- ☐ Mostly remote/telework
- ☐ Completely remote
- ☐ Other

7. How satisfied are you with your current telework or remote work situation? \*

- Not at all satisfied    1    2    3    4    5    6    7    8    9    10    Completely satisfied
- ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐

8. Do you feel like telework and remote work decisions have been equitable and fair? \*

- Completely unfair    1    2    3    4    5    6    7    8    9    10    Completely fair
- ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐   ☐

9. Please elaborate on your response about the fairness of telework and remote work decisions at NEI.

10. I am much more productive in the office than at home \*

Completely disagree 1 2 3 4 5 6 7 8 9 10 Completely agree

11. Has a hybrid work environment (some on-site and some remote) altered your productivity or that of your team? \*

☐ Yes

☐ No

☐ Other

12. Explain your answer above: \*

13. In general, how satisfied are you with responsiveness and/or support provided by your colleagues at NEI? \*

Very unsatisfied 1 2 3 4 5 6 7 8 9 10 Very satisfied

14. How do you feel hybrid work has affected the responsiveness or support provided by your colleagues at NEI? \*

Much worse	1	2	3	4	5	6	7	8	9	10	Much better
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

15. Please note any factors that explain your answers about staff responsiveness above \*

## Hoteling and Space Sharing

16. Do you currently have a dedicated office space on campus? \*

☐ Yes

☐ No

17. Do you have all the equipment you need at each of your work locations? \*

☐ Yes

☐ No

18. If no, what else do you need and where? \*



19. NEI's space usage is in flux, and NEI's policy is that those working fewer than 3 days per week are not guaranteed a dedicated workspace. Do you think you may be required to use hoteling (common office space available via a reservation system) space in the future? \*

- ☐ Yes
- ☐ No
- ☐ Not sure

20. Do you use specialized equipment at your workstation? \*

Specialized equipment may refer to special computer accessories or add-ons, etc

- ☐ Yes
- ☐ No

21. If yes, what type of specialized equipment do you use? \*

22. Would a shared/ by-reservation-only workstation diminish your productivity? \*

- ☐ Yes
- ☐ No
- ☐ Not sure

23. If yes, how would a shared workstation affect your productivity? \*

24. Do you have any special requirements for office equipment or furniture?

\*

Examples: ergonomic keyboard, special chair, unique computer attachments, standing desk, etc

☐ Yes

☐ No

25. What are your special office equipment or furniture needs? \*

# On-Site Experience

26. How do the following environmental factors affect your ability to work productively on-site? \*

1 = Makes it very difficult or impossible to work onsite most days; 5 = Does not affect ability to work on-site at all

[illegible]

27. Are there any space/environmental issues not noted above that interfere with your work productivity on-site?

28. How often are your meetings hybrid? \*

- ☐ Never - all virtual
- ☐ Never - all in-person
- ☐ Occasionally
- ☐ Often
- ☐ Always

29. Do you have any concerns about meeting format with your team?

30. In the past 6 months, how often have you used NEI or NIH conference rooms? \*

- ☐ Daily
- ☐ Several times per week
- ☐ Once per week
- ☐ Occasionally for special events
- ☐ Never

31. In the past 6 months, which conference space have you used (or wished to use), and did the equipment fit your needs? \*

	Equipment fit my needs	Equipment was adaptable to my needs	Equipment did not fit my needs	Did not use
Building 31 6A35	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rockledge 3450 (large 3rd floor)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rockledge 3448 (smaller 3rd floor)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rockledge 4240 (4th floor)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building 10 10S233 (Cogan)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building 10 Cogan overflow	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building 6 124	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building 6 322	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building 6A B1A07	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
non-NEI conference room	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other



32. If applicable, what conference room equipment adjustments do you need in the conference rooms indicated above?

33. If additional trainings for hybrid meetings or conference room use were offered, which would you attend? \*

Select all that apply

- ☐ Training on equipment in specific conference rooms
- ☐ Training on hybrid conference software in specific conference rooms
- ☐ Generalized training on virtual/hybrid conference software
- ☐ Training on hybrid collaboration tools/software
- ☐ Training on hybrid and virtual meeting best practices
- ☐ I don't feel the need for additional trainings
- ☐ Other

34. Can NEI provide additional resources or equipment to facilitate collaboration when on-site? \*

- ☐ Yes
- ☐ No



35. Provide examples of what NEI could provide to facilitate collaboration on-site: \*

36. I feel a strong sense of belonging in my work group \*

Completely disagree 1 2 3 4 5 6 7 8 9 10 Completely agree

37. I feel a strong sense of belonging at NEI \*

Completely disagree 1 2 3 4 5 6 7 8 9 10 Completely agree

38. I believe my supervisor(s) is/are doing a great job maintaining group cohesiveness \*

Completely disagree 1 2 3 4 5 6 7 8 9 10 Completely agree

39. I feel the decisions made by NEI leadership are equitable and fair \*

Completely disagree 1 2 3 4 5 6 7 8 9 10 Completely agree

40. I feel the needs of people like me are respected at NEI \*

1 2 3 4 5 6 7 8 9 10

Completely disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Completely y agree

41. Anything else you would like to share?

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