

## Security Intelligence Review Committee Employee Survey

#### Confidential when completed

Collected under the Authority of the Statistics Act, R.S.C., 1985, c. S-19.

Français au verso

The Retreat Committee invites you to complete the following survey. The results of the survey will be used as a tool in an exercise at the retreat.

Your participation is voluntary, but we urge you to make your voice heard. This is your chance to speak up. Together we can work to better understand and improve our workplace.

The completed surveys will be collected, analysed and retained by Statistics Cananada and the results will be provided to SIRC in such a way that the responses cannot be traced to individual employees.

Thank you for your time and participation.

Mary Lou Ellard-O'Neil Retreat representative

All information provided to Statistics Canada through this survey is protected by law under the *Statistics Act*. No one, including your immediate super isc, manager, director or deputy minister, can access information you provide to Statistics Canada

To ensure that your answers and your identity are protected, we have taken the following precautions:

- The survey is ANONY MCC3. Your name is not required.
- The data will be used only to produce statistical summaries in the form of tables and graphs.
- All tables will be verified to ensure that they do not reveal anyone's identity. If there are **not at least 5 people** vitil **exactly** the same characteristics for a table, the table will not be produced. You, as an inc vicual will not be identified in any way.

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Thank you for your cooperation.

Ivan Fellegi Chief Statistician of Canada

After you have completed the questionnaire, place it in the envelope, seal it and place it in the box at the desk in reception area

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# How to complete this questionnaire

Use a black or blue pen to:

Mark a circle X OR Print in a box

A	B
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My	Job World						
		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable
1.	I have the materials and equipment I need to do my job.	1 _	2 🔾	3 🔾	4	5 🔾	6 🔾
2.	The material and tools provided for my work, including software and other automated tools, are available in the official language of my choice.	1 (	2 (	3 (	4	5 🔾	6 (
3.	When I prepare written materials, including electronic mail, I feel free to use the official language of my choice.	1 (	2	3	4 (	5 🔾	6
4.	I am familiar with the provisions of my collective agreement.	1 🔾	2	3	4 🔾	5 🔾	6 🔾
5.	I am classified fairly (my current group and level) compared with others doing similar work in my organization or elsewhere in the Public Service.	1 0	2 (	3 ()	4 (	5 (	6
6.	I feel pressured by others to work more than my regular hours.	10	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾
7.	I feel I can claim overtime compensation (in money or in leave) for the overtime hours that I work.	1 (	2 🔾	3 (	4 🔾	5 🔾	6
8.	I am satisfied with my curre, t work arrangement (e.g., regular hours, telework, compressed work work).	1 (	2 🔾	3 🔾	4 🔾	5	6

9.	Do foll	you currently work according to any of the owing alternate working arrangements?			
	a.	Compressed work week	<sup>1</sup> O Yes	<sup>2</sup> O No	
	b.	Flexible work schedule (i.e., variable start and end times)	<sup>1</sup> O Yes	<sup>2</sup> O No	
	c.	Telework	<sup>1</sup> O Yes	<sup>2</sup> O No	
	d.	Job sharing	<sup>1</sup> O Yes	<sup>2</sup> O No	
	e.	Income averaging	<sup>1</sup> O Yes	<sup>2</sup> O No	

10.	I am currently a shift worker.	<sup>1</sup> O Yes	<sup>2</sup> O No
11.	I am a full-time (i.e., 30 hours or more per week) or part-time worker.	<sup>1</sup> O Full-time	<sup>2</sup> O Part-time

		Always	Often	Sometimes	Rarely or never	Don't know	Not applicable
12.	I feel that the quality of my work suffers because of				Th,		
	a. constantly changing priorities	1 🔾	2 🔾	3	4	5 🔾	6 🔾
	b. lack of stability in the organization	1 (	2	3 (	4 🔾	5 🔾	6
	c. too many approval stages	1 0	2	3 🔾	4 (	5 🔾	6
	d. unreasonable deadlines	10°	2 🔾	3 🔾	4 (	5	6
	e. having to do the same or more work, but with fewer resources	1 (	2 🔾	3 🔾	4 🔾	5	6 🔾
13.	I can complete my assigned workload during my regular working hours.	1 🔾	2 🔾	3 🔾	4 🔾	5	6 🔾
14.	I can balance my perschai, family and work needs in my current jcb.	1 🔾	2 (	3 🔾	4 🔾	5	6
15.	In the past year, I was compensated for the overtime worked (in money or in leave).	1 🔾	2 (	3 🔾	4 🔾	5	6
16.	I am encouraged to be innovative or to take initiative in my work.	1 (	2 (	3 🔾	4 🔾	5	6 🔾
17.	The training offered by my department is available in the official language of my choice.	1 ()	2 (	3 🔾	4 🔾	5 🔾	6 🔾
18.	I have a say in decisions and actions that have an impact on my work.	1 (	2 (	3 🔾	4 🔾	5 🔾	6 🔾

### **Communication with my Immediate Supervisor**

Your immediate supervisor is the person who evaluates your work performance.

		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable			
19.	I receive useful feedback from my immediate supervisor on my job performance.	1 (	2 (	3 (	4 (	5 🔾	6			
20.	I can count on my immediate supervisor to keep his or her promises.	1 🔾	2 🔾	3 (	4 (	5 🔾	6			
21.	I get adequate recognition from my immediate supervisor when I do a good job.	1 🔾	2 🔾	3 🔾	4	5 🔾	6 🔾			
22.	My immediate supervisor keeps me informed about the issues affecting my work.	1 🔾	2 🔾	3 🔾	4 0	5 🔾	6 🔾			
23.	When I communicate with my immediate supervisor, I feel free to use the official language of my choice.	1 🔾	2 🔾	3	4 (	5 🔾	6			
24.	My immediate supervisor and I discuss the results I am expected to achieve.	1 _	2	3 (	4	5 _	6 🔾			
25.	I feel that I can disagree with my immediate supervisor on work-related issues without fear of reprisal.	1 0		3 (	4 🔾	5	6			
26.	My immediate supervisor assesses my work against identified goals and objectives.	10	2	3 (	4 (	5 _	6			
27.	If I were to suggest ways to improve how we do things, my immediate supervisor would take them seriously.	1 (	2 🔾	3 (	4 (	5	6			
28.	My immediate supervisor distributes the work fairly.	1 🔾	2 🔾	3 🔾	4 (	5 🔾	6 🔾			
29.	Subject to operational requirements, my immediate supervisor supports the use of flexible work arrangements (e.g., flexible hours, compressed work weeks telework).	1 (	2 (	3 (	4 (	5 _	6			
30.	My immediate supervisor helps me determine my learning needs.	1 🔾	2 🔾	3 (	4 🔾	5 🔾	6 🔾			
31.	In your current job, how many supervisors have y current job for less than three years, please report your current job.)									
	<sup>1</sup> One <sup>2</sup> Two <sup>3</sup> Three or more									
32.	Are you a supervisor?									
	<sup>1</sup> O Yes <sup>2</sup> O No									

# My Work Unit

Your work unit includes you, your immediate supervisor and your colleagues.

		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable
33.	I am proud of the work carried out in my work unit.	1 🔾	2 🔾	3 🔾	4 🔾	5	6
34.	In my work unit, we work cooperatively as a team.	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾
35.	In my work unit, we learn from our mistakes and do what it takes to correct them.	1 )	2 🔾	3 🔾	4	5 _	6
36.	My work unit periodically takes time out to rethink the way it does business.	1 )	2 🔾	3		5	6 🔾
37.	I am satisfied with the way in which informal complaints on workplace issues are resolved in my work unit.	1 🔾	2	3	4	5	6
38.	During meetings in my work unit, I feel free to use the official language of my choice.	1 0	2	3	4 🔾	5	6
39.	In my work unit, every individual, regardless of race, colour, gender or disability would be/is accepted as an equal member of the team.	1 9	2	3 🔾	4 🔾	5	6
40.	During the past 3 years, staff turnover has been a significant problem in my work unit.		2 🔾	3 🔾	4 🔾	5 🔾	6

My	Skills and Career						
		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable
41.	I get the training 'need to do my job.	1 🔾	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾
42.	I am able to get on-the-job coaching to help me improve the way I do my work.	1 (	2 🔾	3 (	4 (	5 🔾	6
43.	I have opportunities to develop and apply the skills I need to enhance my career.	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾
44.	My immediate supervisor does a good job of helping me develop my career.	1 (	2 🔾	3 (	4 🔾	5 🔾	6
45.	My department does a good job of supporting employee career development.	1 (	2 🔾	3 🔾	4 🔾	5 _	6

		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable
46.	I believe I have opportunities for promotion within my <u>department or agency</u> , given my education, skills and experience.	1 ()	2 (	3 (	4 (	5 🔾	6
47.	I believe I have opportunities for promotion within the <u>Public Service</u> , given my education, skills and experience.	1 (	2 (	3 (	4 (	5 _	6
48.	I would be reluctant to ask for a developmental opportunity (secondment, new project, etc).	1 🔾	2 🔾	3 🔾	4 0	5	6
					<b>X Y</b>		
49.	Did you request a developmental assignment (such as secondment or new project) in the last three years?	<sup>1</sup> Y	es <sup>2</sup> (	) No c	o to questio	on52	
50.	In the last three years, were you denied a developmental assignment?	1 () Y	es	No - G	o to questic	on 52	
51.	Were you given a reasonable explanation or justification for the denial of the assignment?	1 O V	es 2 (	○ No			
			7				
			Minima aller	Madawatah	Ciamificantly.	Don't	Nat

			Not t all	Minimally	Moderately	Significantly	Don't know	Not applicable		
52.	Ove in t	erall, I am satisfied with my career progress he Public Service.	1 (	2 🔾	3 (	4 🔾	5 🔾	6 (		
53.	adv	what extent, if at all, have any of the following versely affected your career progress in the olic Service over the last three years?								
	a.	Conflict between work and family or personal obligations	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6		
	b.	Lack of access to language training in my second official language	1 (	2 🔾	3 (	4 (	5 🔾	6 🔾		
	c.	Lack of access to learning opportunities	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾		
	d.	Lack of access to developmental assignments	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾		
	e.	Lack of information about job opportunities	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾		
	f.	Restriction in the area of competitions	1 (	2 🔾	3 (	4 🔾	5 🔾	6		
	g.	Level of education	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6		
	h.	Discrimination (See definition in question 58).	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾		

	Harassment is any improper conduct by an individual, that is directed at and offensive to another person or persons in the workplace, and that the individual knew or ought reasonably to have known would cause offence or harm. It comprises any objectionable act, comment or display that demeans, belittles, or causes personal humiliation or embarrassment, and any act of intimidation or threat. It includes harassment within the meaning of the <i>Canadian Human Rights Act</i> .								
54.	. In the past two years, have you been the victim of harassment on the job?								
	1	○ Yes							
	2	No - Go to question 56		1					
					<b>&gt;</b>				
			Never	Once	More than	Not applicable			
55.	Fro	om whom did you experience harassment on the job?		twice	twice				
	a.	Co-workers	10	2	3 (	4 0			
	b.	Individuals with authority over me	,,0	2 🔾	3 🔾	4 🔾			
	c.	Individuals working for me	1 (	2 🔾	3 🔾	4 🔾			
	d.	Individuals for whom I have a custodial respondibility (e.g., inmates, offenders, patients, detainees)	1 🔾	2 🔾	3 🔾	4 🔾			
	e.	Individuals from other departments or agencies	1 🔾	2 🔾	3 🔾	4 🔾			
	f.	Members of the public (individuals or organizations)	1 (	2 🔾	3 🔾	4 🔾			
56.	In 1 2	The past two years, have you been the victim of physical violence of Yes  No - Go to runstion 58	on the job?	,					
57.	Fro	om whom did you experience physical violence on the job?							
	1	Oc-workers							
	2	Individuals with authority over me							
	3	Individuals working for me							
	7	Individuals for whom I have a custodial responsibility (e.g., ir detainees)	nmates, off	enders, patie	nts,				
	5	O Individuals from other departments or agencies							
	6	Members of the public (individuals or organizations)							

**Harassment and Discrimination** 

	or distinction which, whether intentional or imposed upon others or which withholds or eleven prohibited grounds under the <i>Canadi</i> colour, religion, age, sex, sexual orientation disability and pardoned conviction.	limits acce ian Humar	ess to oth Rights A	er member A <i>ct</i> : race, na	s of society ational or e	/. There thnic or	e are rigin,	
58.	In the past two years, have you been the victim of	f discrimina	tion on the	e job?				
	1 Never - Go to question 61							
	<sup>2</sup> Once or twice							
	<sup>3</sup> More than twice				1			
59.	From whom did you experience discrimination on	the job?						
	<sup>1</sup> O Co-workers				<b>Y</b>			
	<sup>2</sup> Individuals with authority over me							
	3 O Individuals working for me							
	Individuals for whom I have a custodial responsibility (a.g. inmates, offenders, patients, detainees)							
	<sup>5</sup> Individuals from other departments or agencies							
	6 Members of the public (individuals or orga	an⊾ations)						
		7						
60.	Please indicate the type of discrimination vol exp (Mark all that apply.)	erienced.						
	1 Race 5 Age		9 (	Mental or pl	nysical			
	2 National or ethnic Sex		disability  Pardoned conviction					
	origin  3 October 7 Marital state	tuo						
	Colour  Family states		11 🔾	Sexual orien	ntation			
	Religion Parilly State	lus						
		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable	
61.	I am satisfied with the way in which my work unit responds to matters related to harassment and discrimination.	1 (	2 (	3 (	4 🔾	5 _	6	
62.	I am satisfied with the way in which my department or agency responds to matters related to harassment and discrimination.	1 _	2 (	3 🔾	4 (	5 _	6	
63.	My department or agency works hard to create a workplace that prevents harassment and discrimination.	1 _	2 (	3 🔾	4 🔾	5 _	6	

Discrimination means to treat someone differently or unfairly because of a personal characteristic

Staffing								
		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable	
64.	In my work unit, I believe that we hire people who can do the job.	1 🔾	2	3 🔾	4 🔾	5	6	
65.	In my work unit, the process of selecting a person for a position is done fairly.	1 (	2 🔾	3 (	4 🔾	5	6	
66.	When I was a candidate in competitions during the past three years, I found that the competitions were run in a fair manner.	1 (	2 (	3 (	4 0	5 _	6	
67.	When I was a candidate in competitions during the past three years, I had the opportunity to demonstrate my capabilities for the position.	1 🔾	2 (	3	4	5 🔾	6	

#### **Service to Clients**

Every public service employee delivers goods or provides services to a client. A client could be another public service employee or a member of the Canadian public or other clients outside Canada.

		Strongly agrice	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable	
68.	My work unit has clearly defined client service standards.		2 (	3 🔾	4 🔾	5 🔾	6 🔾	
69.	My work unit regularly applies the client service standards.	1 🔾	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾	
70.	In my work unit, there are mechanic ms in place for linking client feedback or complaints to employees who can act on the information.	1 🔾	2 🔾	3 🔾	4 🔾	5	6	
71.	I have the flexibility to adapt my services to meet my clients' needs	1 (	2 🔾	3 (	4 🔾	5 🔾	6	

My Organization (Department or Agency)								
		Strongly agree	Mostly agree	Mostly disagree	Strongly disagree	Don't know	Not applicable	
72.	I can clearly explain to others the direction (for example, the vision, values or mission) of my organization.	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6	
73.	I have good ongoing communication with others in my organization who work on similar projects or issues.	1 _	2 _	3 🔾	4 🔾	5	6	
74.	I feel that senior management does a good job of sharing information.	1 (	2 (	3 🔾	4	5 🔾	6	
75.	Senior management actively supports the use of flexible work arrangements (flexible hours, compressed work weeks, telework, etc).	1 (	2 (	3	10	5 🔾	6	
76.	Supervisors and senior managers are committed to ensuring occupational health and safety in my workplace.	1 (	2 )	3	4 🔾	5	6	
77.	If I am faced with a health and safety issue in the workplace, I know where I can go for help in resolving the situation.	1 0	20	3	4 (	5 _	6	
78.	If I am faced with an ethical dilemma or a conflict between values in the workplace, I know where I can go for help in resolving the situation.	13	2	3 🔾	4 🔾	5 _	6	
79.	I feel I can initiate a formal redress process (grievance, right of appeal, health and safety, etc.) without fear of reprisal.	1 (	2 (	3 🔾	4 🔾	5 _	6	
80.	I believe that senior management will try to resolve concerns raised in this survey.	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾	
81.	I am strongly committed to making my organization success. il.	1 (	2 🔾	3 🔾	4 (	5 _	6 🔾	
82.	Overall, my organization treats me with respect.	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾	
83.	My organization is a good place to work.	1 🔾	2 🔾	3 🔾	4 🔾	5 🔾	6 🔾	
84.	I am satisfied with my career in the Public Service.	1 (	2 🔾	3 🔾	4 🔾	5 🔾	6	

85.	. Are you planning to leave the Public Service within the next five years?										
	1	1 O Yes									
	2	O No - Go to question 87									
86.	Wit	Vithin what time frame do you anticipate leaving the Public Service?									
	a.	The next year?	<sup>2</sup> O No	<sup>3</sup> O Maybe							
	b.	1 to 3 years?	<sup>1</sup> O Yes	<sup>2</sup> O No	<sup>3</sup> O Ma	ybe					
	c.	3 to 5 years?	<sup>1</sup> O Yes	<sup>2</sup> O No	<sup>3</sup> O Mag	ybe					
87.		w important would each of the f for your departure from the Pub	ıs	Not at al import. nt	Somewhat important	Very important	Not applicable				
	a.	Retirement		13	2	3 🔾	4 🔾				
	b.	Family obligations			1	2 🔾	3 🔾	4 🔾			
	c.	Return to school		1 🔾	2 🔾	3 🔾	4 🔾				
	d.	To pursue other employment of		1 🔾	2 🔾	3 🔾	4 🔾				
	e.	Health (burnout, disability, etc.		<i>y</i>	1 🔾	2 🔾	3 🔾	4 🔾			
	f.	To make better use of my train	າງ and skills		1 🔾	2 🔾	3 🔾	4 🔾			
	g.	Workplace difficulties (conflict colleagues, work environment		ent or	1 🔾	2 🔾	3 (	4 🔾			
	_										

Thank you for your co-operation in completing this questionnaire about your work world.

Your views are essential to the renewal of the Public Service.