

## **THE FEDERAL EMPLOYEE VIEWPOINT SURVEY (FEVS) / ANNUAL EMPLOYEE SURVEY (AES)**

### **Objective of the Program:**

#### THE FEDERAL EMPLOYEE VIEWPOINT SURVEY

Employee attitude and opinion surveys are a proven tool for assessing workforce morale, retention, engagement, and readiness. Survey results are used by leaders and supervisors in public and private sector organizations to improve the workforce performance and engage employees. The DoD uses survey results from surveys such as the Federal Employee Viewpoint Survey (FEVS) to inform programs and training content to improve the DoD workforce climate and increase engagement.

The Government's largest and most widely utilized survey tool!

In the National Defense Authorization Act for Fiscal Year 2004 (Public Law 108-136, November 24, 2003, 117 STAT. 1641), Congress established a requirement for agencies to conduct an Annual Employee Survey (AES) to assess:

- leadership and management practices that contribute to agency performance
- employee satisfaction
- leadership policies and practices
- work environment
- rewards and recognition for professional accomplishment and personal contributions to achieving organizational mission
- opportunity for professional development and growth
- work/life balance

Since 2010, the Office of Personnel Management annually administers the Federal Employee Viewpoint Survey (FEVS), which meets the requirements of this law (The FEVS includes the 16 mandated AES questions) as well as adding additional questions collecting a greater wealth of data on government programs and workforce attitudes.

## Key Terms and Definitions:

**Organization:** This is your Division or Office. Please respond to these survey items based on the level in your organization that is appropriate for the content of the question. Depending on how your question is structured, this could be one or more levels above your own.

**Work Unit:** Reference FEVS Items: 20-29. This is your immediate work unit (Office, Branch or Lab) headed by your immediate supervisor.

**Non-supervisor:** Anyone who does not have supervisory responsibilities.

**Team Lead:** Anyone who provides employees with day-to-day guidance on work projects but does not have supervisory responsibilities or conduct performance appraisals.

**Supervisor:** Reference FEVS Items: 42-52, 55. First-line supervisors typically responsible for your performance appraisals and leave approval.

**Managers:** Reference FEVS Items: 56-60. The individual your immediate supervisor reports to or one level above your supervisor in the organization.

**Senior Leaders:** Reference FEVS Items: 53, 54, 61, 62, 66. This is the senior leadership in the organization. These are the heads of your division and their immediate leadership team responsible for directing the policies and priorities of your Division and/or Office.

**Telework:** Reference FEVS Items: 77-78. Telework means working at a location other than your normal work site during your regular work hours (excludes travel).

## The Employee Engagement Index (EEI) is made up of three sub-factors:

**Leaders Lead:** employees' perceptions of integrity of leadership and leadership behaviors such as communication and workforce motivation.

**Supervisors:** interpersonal relationship between worker and supervisor.

**Intrinsic Work Experience:** employees' feelings of motivation and competency relating to their roles in the workplace.

**The New Inclusion Quotient (New IQ)** measures the inclusivity of the work environment, with questions grouped into 5 Habits of Inclusion:

Fair – Are all employees treated equitably?

Open – Does management support diversity in all ways?

Cooperative – Does management encourage communication and collaboration?

Supportive – Do supervisors value employees?

Empowering – Do employees have the resources and support needed to excel?