



### **Example - Teleworking and Flexible Work Schedule Survey for Managers**

Thank you for taking the time to fill out the this survey. It should take about 5 minutes to complete. Your input is valuable and will help influence the development of the City's long-term teleworking and flexible work schedule policies. Your answers will remain completely anonymous.

I have confidence the employees I manage are productive and fulfill their job functions while teleworking.

- Strongly agree
- Somewhat agree
- Somewhat disagree
- Strongly disagree

I am comfortable with managing employees while I and/or they are teleworking.

- Very comfortable
- Somewhat comfortable
- Somewhat uncomfortable
- Strongly uncomfortable

Are you comfortable changing the way you assess performance (e.g. based on clear and measurable goals rather than time and attendance)?

- Yes
- No
- Unsure

I am able to contact employees I manage easily when they are teleworking.

- Strongly agree
- Somewhat agree
- Somewhat disagree
- Strongly disagree

I believe I get the same level of intellectual investment from employees while they are teleworking as I would if they were in the office.

- Strongly agree
- Somewhat agree
- Somewhat disagree
- Strongly disagree

What are some concerns or challenges you are experiencing while managing in a teleworking environment?

- Open ended answer

What additional comments or questions do you have about telework and flexible work schedules that we can take back to our team and City leadership?

- Open ended answer