



[Insert organisation name]



WHERE YOU WORK

Please select where you work in the [insert organisation name] from the categories listed below (select one group only).

In selecting where you work in the [insert organisation name], please think of the current position in which you spend most of your time.

WHERE YOU HAVE WORKED

Your organisation is the Government department or public service office you work for in your current job (e.g. Department of Transport and Main Roads for staff employed in RoadTek, Public Trust Office for staff working for the Public Trust Office).

Q1 How long have you been employed in your current organisation? [Including under different organisation name or administrative arrangements]

1	Less than a year
2	1 year to less than 2 years
3	2 years to less than 4 years
4	4 years to less than 6 years
5	6 years to less than 10 years
6	10 years or more
7	Don't know

Q2 How many organisations in the Queensland Public Sector, including your current one, have you worked for?

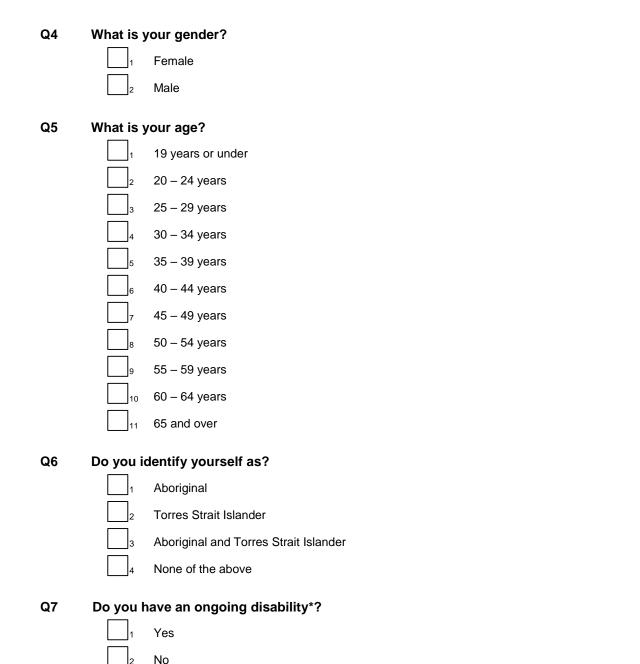
[Changes in organisation name or administrative arrangements are not counted as separate organisations.]

Q3 How many years of your working life have you been employed in: [Please estimate]

		None	Less than 1 year	1 to less than 2 years	2 to less than 4 years	4 to less than 6 years	6 to less than 10 years	10 years or more
a.	The Queensland Public Sector		2	3	4	5	6	7
b.	Other Government sectors (local, other states, federal, overseas)	1	2	3	4	5	6	7
c.	Other non-Government sectors (e.g. not for profit, academia, voluntary organisations)	1	2	3	4	5	6	7
d.	The private sector (including as an employer or self employed)	1	2	3	4	5	6	7

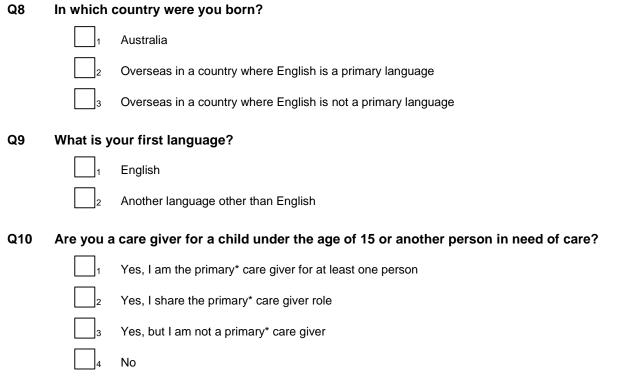
YOUR BACKGROUND

Please complete the following background information details. This information allows us to determine the extent to which the people who complete the survey reflect the total workforce. It also allows us to explore variations in employee perceptions among different demographic and employee groups. This information will not be used in any way that would allow anyone to identify you or to attribute any survey question answers to you.



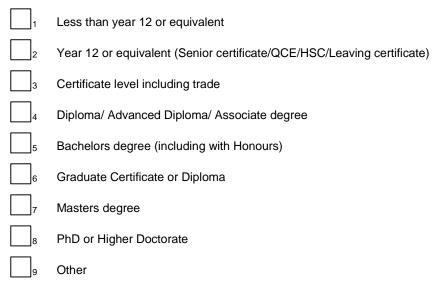
* For the purpose of this survey, a person with a disability is a person with a long-term health condition that leads to one or more limitations, restrictions or impairments that lasted or is likely to last for 6 months or more. Long-term health conditions can be in these areas: Physical, Sensory (hearing, speech or vision) which cannot be corrected by appropriate aids such as hearing aids or glasses, Intellectual or Learning, and Psychiatric.

YOUR BACKGROUND continued



* A primary care giver is a person who has the main responsibility for providing care for a person.

Q11 What is the highest level of formal qualification you have completed?



YOUR EMPLOYMENT

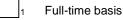
Q12 What is your employment status? [Your employment status relates to your substantive position in the Queensland Public Sector.]

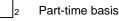


The following questions are about your **current position** in the Queensland Public Sector. Your current position is the position you are currently performing in (not necessarily your substantive position). If you have more than one current position with the Queensland Public Sector, please respond in relation to your **main current position**. Your main current position is the position where you spend most of your working time in.

Q13 How long have you been in your current position?

- 1Less than a year21 year to less than 2 years32 years to less than 4 years44 years to less than 6 years56 years or more
- Q14 On what basis are you employed in your current position?





- Q15 In your current position, are you the manager of one or more employees?
 - __1 Yes

No **(Go to Q17)**

Q16 In your current position, do you manage other managers?

1	Yes

2 No

YOUR EMPLOYMENT continued

Q17 In your current position, which <u>one</u> of the following <u>best</u> describes the type of work you do?

[The type of work that occupies the largest amount of your work time. If you manage employees, please indicate the main type of work that best describes the work of the employees you manage.]

1	Service delivery involving direct contact with the public (e.g. teaching, nursing, customer/counter service, prison officer, police officer)
2	Other service delivery work (not involving face-to-face contact with the public but critical to the delivery of services (e.g. maintenance, technical support, catering, cleaning, road works)
3	Research
4	Policy
5	Program design and/or management
6	Exercising regulatory authority (e.g. setting of and compliance with statutory standards, professional registration, legal enforcement)
7	Human Resources
8	Finances/accounting
9	Information and communications technology (ICT)
10	Procurement
11	Other corporate (including property and facility management, legal, communications/media, information management, including mail services, records management; ministerial and parliamentary processes, audit services and corporate planning)
12	Administrative support/clerical (e.g. executive/personal assistant, receptionist)
13	Other, please specify
14	Don't know

Q18 What is the postcode of your workplace? [If you work in more than one location, select the primary or 'base' location.]



YOUR EMPLOYMENT continued

Q19 Do you currently use any of the following flexible work options? [Select all that apply]

For definitions on the terms below click here

1	Part time work
2	Part-year work/annualised hours
3	Job sharing
4	Compressed work hours
5	Flexible work hours/shifts
6	Term-time working
7	Casual/on call
8	Telecommuting
9	Hot desks
10	Purchased leave/extended leave/deferred salary schemes
11	Leave at half pay
12	Other, please specify
13	None of the above

Q19a Have you made a request for a flexible work arrangement over the past 12 months?



Yes, I requested flexibility (Go to Q20)

No, I have not made a request but I am content with my current arrangements (Go to Q20)

No, I have not made a request but I am not content with my current arrangements (Go to Q19b)

Q19b Why haven't you made a request to change your work arrangements? [Select all that apply]

1	I didn't feel I had the right to
2	I felt it would limit my career
3	I felt it would limit my access to training and development
4	I feel flexibility is not possible in my current job
5	Flexible working is frowned upon/not supported by my workplace culture
6	I was concerned that it may negatively impact my team
7	I didn't feel confident presenting my case or negotiating arrangements w
8	I feel the technology I currently have access to does not support flexible

nents with my manager

I feel the technology I currently have access to does not support flexible working

I don't feel confident in my manager's ability to manage staff working flexibly

YOUR EMPLOYMENT continued

Q20 In your current position, what is your annual salary before tax?

[Convert to full-time equivalent if part-time or on a purchased leave arrangement.]

1	\$29,999 or less
2	\$30,000 - 39,999
3	\$40,000 - 49,999
4	\$50,000 - 59,999
5	\$60,000 - 69,999
6	\$70,000 - 79,999
7	\$80,000 - 89,999
8	\$90,000 - 99,999
9	\$100,000 - 109,999
10	\$110,000 - 119,999
11	\$120,000 - 149,999
12	\$150,000 or above

YOUR ROLE

Q21 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	I understand what is expected of me to do well in my job	1	2	3	4	5
b.	I understand how my work contributes to my organisation's objectives	1	2	3	4	5

YOUR WORK

Q22 Please indicate the extent to which you agree or disagree with each statement about your work below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	I have a choice in deciding how I do my work	1	2	3	4	5
b.	I have the tools I need to do my job effectively	1	2	3	4	5
c.	I get the information I need to do my job well	1	2	3	4	5
d.	I have the authority necessary to do my job effectively	1	2	3	4	5
e.	My job gives me opportunities to utilise my skills	1	2	3	4	5
f.	I enjoy the work in my current job	1	2	3	4	5
g.	My job gives me a feeling of personal accomplishment	1	2	3	4	5

Q23 Please indicate the extent to which you agree or disagree with each statement about your work below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	I am overloaded with work	1	2	3	4	5
b.	I feel burned out by my work	1	2	3	4	5
c.	I feel my job is secure	1	2	3	4	5
d.	There is too much 'red tape' in my work (e.g. Regulatory or administrative processes)	1	2	3	4	5
e.	My work has a negative impact on my health	1	2	3	4	5

YOUR WORKGROUP

Your workgroup is the group or team where you spend most of your time. If you are a manager, please think about the people you manage.

<u>Your customers</u> are the persons you provide advice or service to, whether internal or external to the Queensland Public Sector (e.g. clients, customers, stakeholders, members of the community).

Your organisation is the Government department or public service office you work for in your current job (e.g. Department of Transport and Main Roads for staff employed in RoadTek, Public Trust Office for staff working for the Public Trust Office).

Q24 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree	NA
a.	People in my workgroup treat each other with respect	1	2	3	4	5	
b.	I receive help and support from other people in my workgroup	1	2	3	4	5	
C.	People in my workgroup are honest, open and transparent in their dealings	1	2	3	4	5	
d.	People in my workgroup use their time and resources efficiently	1	2	3	4	5	
e.	People in my workgroup treat customers with respect	1	2	3	4	5	
f.	People in my workgroup are committed to delivering excellent service to customers	1	2	3	4	5	
g.	People in my workgroup do their jobs effectively	1	2	3	4	5	
h.	People in my workgroup are committed to workplace safety	1	2	3	4	5	
i.	People in my workgroup work effectively with other workgroups in my organisation to deliver services to our customers	1	2	3	4	5	99*

* Select the NA option if your workgroup has not worked with other workgroups in your organisation.

YOUR WORKPLACE

Your workplace is the place where you work, such as a police station or office location as well as the places you visit as part of your work.

Q25 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	My workplace has an inclusive culture where diversity is valued and respected	1	2	3	4	5
b.	My workplace culture supports people to achieve a good work/life balance	1	2	3	4	5
c.	There is adequate focus on workplace safety at my workplace	1	2	3	4	5
d.	Approval processes at my workplace are excessive	1	2	3	4	5
e.	Disruptions and/or noise at my workplace make it hard to get things done	1	2	3	4	5
f.	Performance is assessed and rewarded fairly in my workplace	1	2	3	4	5
g.	I am confident that poor performance will be appropriately addressed in my workplace	1	2	3	4	5
h.	People are treated fairly and consistently in my workplace	1	2	3	4	5
i.	People take responsibility for their decisions and actions in my workplace	1	2	3	4	5

Q26 Please indicate the extent to which you agree or disagree with the following statement about workplace change in the past 12 months.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree	
a.	My workplace has undergone significant change in the past 12 months	1	2	3	4	5	

IMPROVING WORK PRACTICES

Q27 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	I get the opportunity to develop new and better ways of doing my job	1	2	3	4	5
b.	I am encouraged to make suggestions about improving work processes and/or services	1	2	3	4	5
c.	Management is willing to act on suggestions to improve how things are done	1	2	3	4	5
d.	My workgroup uses research and expertise to identify better practice	1	2	3	4	5
e.	My workgroup always tries to improve its performance	1	2	3	4	5
f.	My organisation is open to new ideas	1	2	3	4	5

YOUR PERFORMANCE ASSESSMENT AND DEVELOPMENT

Q28 Please further indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree	NA*
a.	I receive useful feedback on my performance	1	2	3	4	5	
b.	My performance is assessed against clear criteria	1	2	3	4	5	
C.	In my organisation, there are opportunities for me to develop my skills and knowledge	1	2	3	4	5	
d.	I am encouraged to pursue developmental opportunities in other workplaces	1	2	3	4	5	
e.	I am able to access relevant learning and development opportunities	1	2	3	4	5	
f.	Learning and development activities I have completed in the past 12 months have helped to improve my performance	1	2	3	4	5	99*
g.	I am satisfied with the opportunities available for career development	1	2	3	4	5	
h.	I have had productive conversations with my manager on my performance in the past 12 months	1	2	3	4	5	
i.	I develop new knowledge and skills through undertaking tasks at work	1	2	3	4	5	

* Select the NA option if you have not completed any learning or development activities in the past 12 months.

YOUR MANAGER

Your manager is the person you usually report to.

Q29 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	My manager treats employees with dignity and respect	1	2	3	4	5
b.	My manager listens to what I have to say	1	2	3	4	5
c.	My manager keeps me informed about what's going on	1	2	3	4	5
d.	My manager understands my work	1	2	3	4	5
e.	My manager creates a shared sense of purpose	1	2	3	4	5
f.	My manager demonstrates honesty and integrity	1	2	3	4	5
g.	My manager draws the best out of me	1	2	3	4	5

If Q20<11 Go to Q30

YOUR MANAGER continued

Му	r manager	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	Leads strategically with vision	1	2	3	4	5
b.	Navigates complex, ambiguous and political environments	1	2	3	4	5
c.	Leads change with agility	1	2	3	4	5
d.	Operates across boundaries	1	2	3	4	5
e.	Engages with ideas, innovation and risk	1	2	3	4	5
f.	Manages organisational performance	1	2	3	4	5
g.	Manages internal and external relationships	1	2	3	4	5
h.	Builds organisational capability	1	2	3	4	5
i.	Inspires individual and team commitment in the pursuit of results	1	2	3	4	5
j.	Models professional and ethical behaviour	1	2	3	4	5
k.	Displays courage in the provision of advice and decision- making	1	2	3	4	5
I.	Applies sound corporate governance	1	2	3	4	5
m.	Commits to personal development	1	2	3	4	5

YOUR SENIOR MANAGER

Your senior manager is the person your manager usually reports to.

Q30 Please indicate the extent to which you agree or disagree with the statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	My senior manager demonstrates honesty and integrity	1	2	3	4	5

Q29_2 To what extent do you agree or disagree with the following statements about your manager For more detail on the below attributes click <u>here</u>

YOUR ORGANISATION

Your organisation is the Government department or public service office you work for in your current job (e.g. Department of Transport and Main Roads for staff employed in RoadTek, Public Trust Office for staff working for the Public Trust Office).

Q31 Please indicate the extent to which you agree or disagree with each statement below.

Disagree	Disagree	Neither agree nor	Agree	Strongly Agree
1	2		4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
		1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	$\begin{array}{c c} 1 \\ \hline 1 \\ \hline 2 \\ \hline 3 \\ \hline 1 \\ \hline 2 \\ \hline 3 \\ \hline 1 \\ \hline 1 \\ \hline 2 \\ \hline 3 \\ \hline \end{array}$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$

Q32 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	Age is not a barrier to success in my organisation	1	2	3	4	5
b.	Gender is not a barrier to success in my organisation	1	2	3	4	5
C.	Disability is not a barrier to success in my organisation	1	2	3	4	5
d.	Cultural background is not a barrier to success in my organisation	1	2	3	4	5
e.	Sexual orientation is not a barrier to success in my organisation	1	2	3	4	5
f.	If I raised a complaint, I feel confident that it would be taken seriously	1	2	3	4	5

YOUR ORGANISATION continued

Q33 Please indicate the extent to which you agree or disagree with each statement below.

		Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	I would recommend my organisation as a great place to work	1	2	3	4	5
b.	I am proud to tell others I work for my organisation	1	2	3	4	5
C.	I feel strong personal attachment to my organisation	1	2	3	4	5
d.	My organisation motivates me to help it achieve its objectives	1	2	3	4	5
e.	My organisation inspires me to do the best in my job	1	2	3	4	5

YOUR SATISFACTION

Q34 How satisfied are you with the following:

		Very dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied
a.	The degree to which your work is interesting/challenging	1	2	3	4	5
b.	Your ability to work on your own initiative	1	2	3	4	5
C.	Your physical working environment	1	2	3	4	5
d.	The location of your work	1	2	3	4	5
e.	Your work-life balance	1	2	3	4	5
f.	Your ability to 'make a difference' to the community	1	2	3	4	5

Q35 All things considered, how satisfied are you with your current job?

Very dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied
1	2	3	4	5

DOMESTIC AND FAMILY VIOLENCE

Q36 Are you aware of any policies, in your workplace, designed to support employees affected by domestic and family violence in the workplace or the community?

1	Yes
2	No
3	Don't know

If Q15 = '1 Yes' Go to Q36a. If Q15 = '2 No' Go to Q36b

Q36a Please indicate the extent to which you agree or disagree with each statement below:

		Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
a.	I am confident that I could sensitively communicate with employees affected by domestic and family violence	1	2	3	4	5
b.	If I was approached directly by an employee affected by domestic and family violence, I am confident in my ability to provide appropriate levels of support	1	2	3	4	5
C.	If I was made aware (e.g. by other colleagues) that domestic and family violence was affecting an employee, I am confident that I could respond appropriately	1	2	3	4	5

Go to Q37

Q36b Please indicate the extent to which you agree or disagree with each statement below:

		Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
a.	I am confident that I could sensitively communicate with colleagues affected by domestic and family violence	1	2	3	4	5
b.	I am confident that I could effectively refer a colleague affected by domestic and family violence to appropriate support	1	2	3	4	5

YOUR FUTURE

Q37 Please indicate the extent to which you agree or disagree with the statement below.

	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
I intend to leave my organisation within the next 12 months	1	2	3	4	5
					 r
				Go to Q38	& Q39

Q38 Please indicate which of the following factors influence your intention to leave your organisation [Select all that apply]

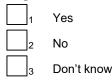
1	Pay and conditions
2	Career or job opportunities
3	The location of your workplace or the time spent commuting
4	The workplace culture
5	Your relationship with your manager
6	Your relationship with your colleagues
7	Fit between work and your interests
8	Work hours
9	Stress/Health
10	Professional/personal development
11	Job security
12	Contract expiring
13	Balancing work and life commitments
14	Family/carer responsibilities
15	Travel plans
16	Retirement
17	Other (please specify)

Q39 Please indicate the extent to which you agree or disagree with the statement below.

	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
I intend to leave the <u>Queensland Public Sector</u> within the next 12 months	1	2	3	4	5

BULLYING AND SEXUAL HARASSMENT AT YOUR WORKPLACE

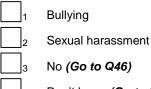
Q40 During the last 12 months have you <u>witnessed</u> bullying*/sexual harassment** in your workplace?



* Workplace bullying is repeated and unreasonable behaviour directed towards a worker or group of workers that creates a risk to health and safety.

**Sexual harassment is an unwelcome sexual advance, unwelcome request for sexual favours or other unwelcome conduct of a sexual nature which makes a person feel offended, humiliated or intimidated, and where that reaction is reasonable in the circumstances. Sexual harassment does not need to be deliberate or repeated to be illegal.

Q41 During the last 12 months, have you been <u>subjected</u> to any of the following in your workplace?



Don't know **(Go to Q46)**

If 'Bullying' selected at Q41 Go to Q42. If 'Sexual harassment' selected at Q41 Go to Q44

Q42 Thinking about when you experienced bullying. Who were you bullied by? [Select all that apply]

 1
 A senior manager

 2
 Your immediate manager/supervisor

 3
 A fellow worker

 4
 A group of fellow workers

 5
 A worker that reports to you

 6
 A client/customer

 7
 A member of the public

 7_2
 A consultant/service provider

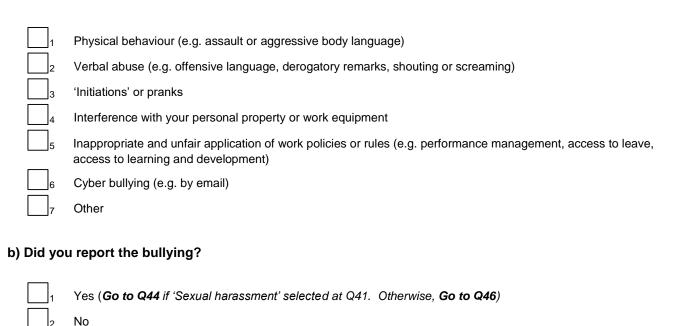
 7_3
 A representative of another agency

 8
 Other

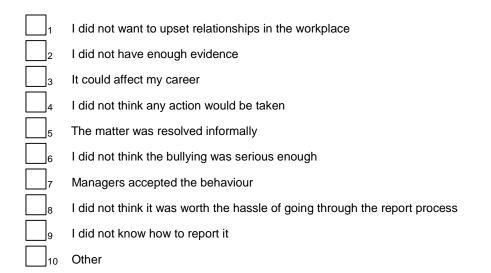
 9
 Prefer not to specify

BULLYING AND SEXUAL HARASSMENT AT YOUR WORKPLACE continued

Q43 a) What type of bullying did you experience? [Select all that apply]



c) Why did you not report the bullying? [Select all that apply]



If 'Sexual harassment' selected at Q41 Go to Q44. Otherwise, Go to Q46

BULLYING AND SEXUAL HARASSMENT AT YOUR WORKPLACE continued

- Q44 Thinking about when you experienced sexual harassment. Who were you sexually harassed by? [Select all that apply]
 - 1A senior manager2Your immediate manager/supervisor3A fellow worker4A group of fellow workers5A worker that reports to you6A client/customer7A member of the public7_2A consultant/service provider7_3A representative of another agency8Other9Prefer not to specify

BULLYING AND SEXUAL HARASSMENT AT YOUR WORKPLACE continued

a) What type of sexual harassment did you experience? [Select all that apply]

Physical behaviour (e.g. assault or aggressive body language)

Verbal abuse (e.g. offensive language, derogatory remarks, shouting or screaming)

'Initiations' or pranks

Interference with your personal property or work equipment



Inappropriate and unfair application of work policies or rules (e.g. performance management, access to leave, access to learning and development)

Cyber harassment (e.g. sexual harassment by email)

Other

b) Did you report the sexual harassment?



Yes (Go to Q46)

No

c) Why did you not report the sexual harassment? [Select all that apply]

1	I did not want to upset relationships in the workplace
2	I did not have enough evidence
3	It could affect my career

- I did not think any action would be taken
- The matter was resolved informally
- I did not think the sexual harassment was serious enough
- Managers accepted the behaviour
- I did not think it was worth the hassle of going through the report process
- I did not know how to report it
- 10 Other

8

Go to Q46

WORKING FOR QUEENSLAND SURVEY AND YOUR WORKPLACE

Q46 a) Have you noticed any action your organisation has taken as a result of last year's Working for Queensland Survey?

1	
2	
3	

No (Go to Q47)

Yes

No, but I have not worked long in my organisation (Go to Q47)

b) How satisfied are you with your organisation's action in response to last year's Working for Queensland Survey?

Very dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied
1	2	3	4	5

YOUR VIEW

Q47 If you could make one realistic, practical and implementable change in your organisation, what would it be?

More clarity on the agency's strategic direction, planning and objectives An improvement in/better quality senior leadership (i.e. DG and executive team) An improvement in/better quality senior/middle management An improvement/better quality in line manager An improvement in availability/communication of information A reduction in red tape and bureaucracy Greater access to training Greater career development opportunities 8 More effective rewards and recognition 9 More frequent and more effective performance management discussions 10 More effective recruitment and selection 11 Better management of staffing levels (i.e. under or over) 12 Greater access to resources (i.e. tools and equipment) 13 Better quality or more appropriate work environment and facilities 14 Better management of work load/stress 15 Reduction in bullying and sexual harassment 16 Relationship with customer/client service 17 Improved teamwork and team relationships 18 Improved work/life balance/flexible work arrangements 19 Other, please specify (limit of 150 characters) _ 20

ORGANISATION SPECIFIC QUESTIONS

The following questions are specific to your organisation.

Q48 Please indicate the extent to which you agree or disagree with the statements below.

	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
a.	1	2	3	4	5
b.	1	2	3	4	5
С.	1	2	3	4	5
d.	1	2	3	4	5
е.	1	2	3	4	5
f.	1	2	3	4	5
g.	1	2	3	4	5
h.	1	2	3	4	5
i.	1	2	3	4	5
j.	1	2	3	4	5

Thank you for completing the survey!