

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.

Diversity -- "the practice of including the many communities, identities, races, ethnicities, backgrounds, abilities, cultures, and beliefs of the American people, including underserved communities."

Equity -- "the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment."

Inclusion -- "the recognition, appreciation, and use of the talents and skills of employees of all backgrounds."

Accessibility -- "the design, construction, development, and maintenance of facilities, information and communication technology, programs, and services so that all people, including people with disabilities, can fully and independently use them."