Work Environment Survey 2011
Workforce Profile (Self-reported) Demographics

Background

BC Stats deployed the BC Public Service Work Environment Survey to approximately 25,000 BC *regular and auxiliary employees who were not on long-term leave and who were directly employed by a ministry.* Workforce profile demographic variables were collected alongside the government wide WES (previously collected at the start of employment with the Public Service). Specifically, the demographics included:

· **sex** (male/female)

· a**boriginal identity** (aboriginal/non-aboriginal)

· **visible minority status** (visible minority/non-visible minority)

· **disability status** (persons with a disability/persons without a disability)

This file shows the engagement results for your organization by workforce profile demographic variable. The tables allow users to select the data to be displayed by filtering on specific questions, drivers, high and low scores, etc. and help to understand how employee engagement changes across various segments.

*BC Stats encourages readers to use sensitive demographic information objectively and to avoid jumping to conclusions about a specific target group without understanding the possible sociological conditions behind the results. Instead of drawing assumptions that a specific group is difficult to please or to engage, consider that this group (or some members within the group) may have needs that are not getting met in the workplace. It is the employers' job to ensure equity, safety and freedom from discrimination in each work unit. Instead of passing judgement, we may ask ourselves instead, what can we do to better meet the needs of people and/or groups whose results are not as high as they could be?

Reporting Criteria

For demographic reporting, <u>each</u> sub-demographic group must have a population of 10 or more employees (not including refused). In cases where there were < 10 employees in a category, the entire demographic group was suppressed (e.g., if either the sub-demographic group of *male/female* contained < 10 employees, the entire demographic of sex will be not be reported). This criteria is based on the WES reporting criteria where there cannot be less than 10 employees left ungrouped/unreported.

Special Note on Rounding

Please be aware of the rounding logic when viewing the *Compare to Organization* column. In the example below, in one comparison 73 is 1 point higher than 72, but in another, it is considered 2 points higher (rounded up from 1.7). This is simply due to the rounding procedure and not a mathematical error.

Demographic	Group	Driver name	Average score	Compare	Decimals
Organization	Team WES	Engagement	72	---	
Sex	Male	Engagement	73	1	1.13564
Sex	Female	Engagement	73	2	1.69863

Contents of this File

This file contains the following worksheets:

· **Response Rates***:* Presents the response rates for all eligible demographic groups in your organization.
· **Engagement & Drivers:** Presents this year's driver scores for all eligible demographic groups in your organization.

· **Overall:** Presents results of all survey questions for all eligible demographic groups in your organization.
· **Organization:** Presents results of all survey questions for your organization only.

- **Demographic Variables:** Where all reporting criteria are satisfied, the employee engagement results by workforce
    *Note: The results as shown in this workbook have been displayed in a specific manner. Therefore,
    it's best to avoid sorting the data. This workbook has been saved as read-only to prevent
    accidental over-writes.*

How to Use this File

Here are some suggestions on how to use this workbook with filters:

Explore Drivers across Demographic Groups: In the *Engagement & Drivers* worksheet, select a driver of interest in the column titled, *Driver Name* . The results for the selected driver for all available demographic groups will be shown. Comparisons to the overall ministry results and the house diagram coloured categorical legend are also displayed. You may also make multiple filter selections (e.g., selecting 'job satisfaction' and 'celebrate your successes') to further refine your view.

Explore Challenges and/or Strengths: In the *Engagement & Drivers* worksheet, select a category in the column titled *Legend for Model* . All demographic groups which scored in the category selected will be shown.

Explore Top/Low Scores: In any of the available worksheets, select the highest/lowest scores in the demographic group of interest.

Explore Specific Survey Questions: In the *Overall* or demographic group worksheets, select a driver of interest from the column titled *Linkage to Model.* You may alternatively wish to further refine your selection by focusing on a specific survey section or survey question.

Questions?

Please contact the Work Environment Survey team at 250-884-8488

Demographic	Group	Employees
Organization	BC Public Service	24776
Sex	Male	6632
	Female	10500
Aboriginal identity	Aboriginal	529
	Non-Aboriginal	16635
Visible Minority status	Visible Minority	2140
	Non-Visible Minority	14222
Disability status	Persons with a Disability	555
	Persons without a Disability	16615

Demographic	Group	Linkage to model	Survey section	Question	Average score	Compare average score to organization
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	A healthy atmosphere (e.g., trust, mutual respect) exists in my work unit.	66	-0.8
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity.	72	-0.4
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit is free from discrimination and harassment.	72	-3.2
Visible Minority status	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have opportunities to provide input into decisions that affect my work.	67	-1.3
Visible Minority status	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the freedom to make the decisions necessary to do my job well.	67	-0.5
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	Innovation is valued in my work.	65	-1.3
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I am encouraged to be innovative in my work.	64	-1.5
Visible Minority status	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the opportunities I need to implement new ideas.	61	0.2
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I am inspired to give my very best.	65	0.8
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My work unit is well supported during times of change.	55	2.7
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	Employees are help accountable in my work unit.	63	1.6
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I feel my job is secure.	64	1.7
Visible Minority status	Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the selection of a person for a position is based on merit.	55	-2.0
Visible Minority status	Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the process of selecting a person for a position is fair.	56	-2.7
Visible Minority status	Visible Minority	Recognition	MY DAY-TO-DAY WORK	I receive meaningful recognition for work well done.	60	0.1
Visible Minority status	Visible Minority	Recognition	MY DAY-TO-DAY WORK	In my work unit, recognition is based on performance.	58	-0.9
Visible Minority status	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	I am fairly paid for the work I do.	44	-4.1
Visible Minority status	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My benefits meet my (and my family's) needs well.	50	-4.8
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My pay is competitive with simliar jobs in the region.	41	-4.0
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My work is meaningful.	76	0.3
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My job is a good fit with my skills and interests.	73	-2.3
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I am proud of the work I do.	82	0.0
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My workplace procedures allow me to use my time as effectively as possible.	63	1.5
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I regularly participate in activities that are not necessarily expected of me, to help my organization succeed	72	-0.7
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	The work I do gives citizens good value for their tax dollars.	80	0.2
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	Work is distributed fairly in my work unit.	57	-1.1
Visible Minority status	Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My workload is manageable.	59	1.9
Visible Minority status	Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My work-related stress is manageable.	57	0.4
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My job provides me with the right amount of challenge.	63	-0.2
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I have support at work to provide a high level of service.	62	0.5

Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I have support at work to balance my work and personal life.	65	-0.8
Visible Minority status	Visible Minority	Physical Environment & Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	My physical work environment is satisfactory.	65	-1.1
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The physical security of my workplace is satisfactory.	70	-3.1
Visible Minority status	Visible Minority	Physical Environment & Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	I have the tools I need to do my job well.	64	-1.1
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	I have the information I need to do my job well.	64	-0.5
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The computer based tools (e.g., hardware	64	1.8
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	63	-1.2
Visible Minority status	Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	My organization supports my work related learning and development.	63	1.1
Visible Minority status	Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	The quality of training and development I have received is satisfactory.	59	0.6
Visible Minority status	Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	I have adequate opportunities to develop my skills.	56	0.2
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	I have opportunities for career growth within the BC Public Service.	53	0.3
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the amount of feedback and support I need from the person I report to.	66	0.9
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the quality of feedback and support I need from the person I report to.	65	0.9
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	My EPDP helps me achieve my key work goals.	39	5.7
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	My EPDP helps me achieve my career goals.	37	5.2
Visible Minority status	Visible Minority	Teamwork	MY CO-WORKERS	When needed, members of my team help me get the job done.	77	-1.5
Visible Minority status	Visible Minority		MY CO-WORKERS	My ideas are respected by others in my work unit.	73	-2.1
Visible Minority status	Visible Minority	Teamwork	MY CO-WORKERS	Members of my team communicate effectively with each other.	67	-0.7
Visible Minority status	Visible Minority	Teamwork	MY CO-WORKERS	I have positive working relationships with my co-workers.	81	0.1
Visible Minority status	Visible Minority	Supervisory-level Management	THE PERSON I REPORT TO	The person I report to provides clear expectations regarding my work.	69	1.9
Visible Minority status	Visible Minority	Supervisory-level Management	THE PERSON I REPORT TO	The person I report to consults me on decisions that affect me.	68	0.8
Visible Minority status	Visible Minority	Supervisory-level Management	THE PERSON I REPORT TO	The person I report to keeps me informed of things I need to know.	68	0.3
Visible Minority status	Visible Minority		THE PERSON I REPORT TO	The person I report to is an effective manager.	68	1.0
Visible Minority status	Visible Minority		THE PERSON I REPORT TO	The person I report to maintains high standards of honesty and integrity.	74	-1.1
Visible Minority status	Visible Minority		THE PERSON I REPORT TO	I am satisfied with the quality of supervision I receive.	70	0.6
Visible Minority status	Visible Minority	Executive-level Management	MY EXECUTIVES	Executives in my organization communicate decisions in a timely manner.	57	0.6
Visible Minority status	Visible Minority		MY EXECUTIVES	Executives in my organization clearly communicate strategic changes and/or changes in priorities.	57	1.4
Visible Minority status	Visible Minority	Executive-level Management	MY EXECUTIVES	Executives in my organization provide clear direction for the future.	53	2.0
Visible Minority status	Visible Minority		MY EXECUTIVES	Essential information flows efficiently from senior leadership to staff.	53	1.7
Visible Minority status	Visible Minority		MY EXECUTIVES	I have confidence in the senior leadership of my organization.	56	0.7
Visible Minority status	Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	My organization is taking steps to ensure the long-term success of its vision, mission and goals.	60	1.1

Visible Minority status	Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	The vision, mission and goals of my organization are communicated well.	58	1.8
Visible Minority status	Visible Minority		MY ORGANIZATION	I know how my work contributes to the achievement of my organization's goals.	63	1.3
Visible Minority status	Visible Minority	Job Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my job.	67	-0.1
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my work unit.	68	-1.4
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to remain with my work unit even if a comparable job was available elsewhere in the BC Public Service	62	-2.5
Visible Minority status	Visible Minority	Organization Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my organization.	61	1.0
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	At present, I would prefer to remain with my organization even if a comparable job was available in another organization	60	-1.1
Visible Minority status	Visible Minority	Organization Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	Overall, I am satisfied in my work as a BC Public Service employee.	70	1.2
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am proud to tell people I work for the BC Public Service.	70	2.9
Visible Minority status	Visible Minority	Organization Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	66	-0.2
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would recommend the BC Public Service as a great place to work.	65	3.0
Visible Minority status	Visible Minority		WORKPLACE IMPROVEMENTS	Last year s Work Environment Survey results led to improvements in my current workplace.	43	0.9
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	A healthy atmosphere (e.g., trust, mutual respect) exists in my work unit.	69	2.0
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity.	74	1.6
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit is free from discrimination and harassment.	78	2.4
Visible Minority status	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have opportunities to provide input into decisions that affect my work.	71	2.2
Visible Minority status	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the freedom to make the decisions necessary to do my job well.	69	1.9
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Innovation is valued in my work.	69	2.0
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I am encouraged to be innovative in my work.	68	2.1
Visible Minority status	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the opportunities I need to implement new ideas.	62	1.8
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I am inspired to give my very best.	66	1.7
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My work unit is well supported during times of change.	54	1.4
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Employees are help accountable in my work unit.	62	0.9
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I feel my job is secure.	64	1.3
Visible Minority status	Non-Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the selection of a person for a position is based on merit.	60	2.7
Visible Minority status	Non-Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the process of selecting a person for a position is fair.	61	2.7
Visible Minority status	Non-Visible Minority	Recognition	MY DAY-TO-DAY WORK	I receive meaningful recognition for work well done.	62	1.9
Visible Minority status	Non-Visible Minority	Recognition	MY DAY-TO-DAY WORK	In my work unit, recognition is based on performance.	61	2.1
Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	I am fairly paid for the work I do.	50	2.1
Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My benefits meet my (and my family's) needs well.	57	2.2
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My pay is competitive with simliar jobs in the region.	47	2.0

Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My work is meaningful.	76	0.8
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My job is a good fit with my skills and interests.	76	1.1
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I am proud of the work I do.	83	0.6
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My workplace procedures allow me to use my time as effectively as possible.	63	1.1
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I regularly participate in activities that are not necessarily expected of me, to help my organization succeed	73	0.7
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	The work I do gives citizens good value for their tax dollars.	80	0.6
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Work is distributed fairly in my work unit.	60	1.5
Visible Minority status	Non-Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My workload is manageable.	58	0.9
Visible Minority status	Non-Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My work-related stress is manageable.	58	1.3
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My job provides me with the right amount of challenge.	64	1.4
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I have support at work to provide a high level of service.	64	1.8
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I have support at work to balance my work and personal life.	67	1.9
Visible Minority status	Non-Visible Minority	Physical Environment & Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	My physical work environment is satisfactory.	68	1.7
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The physical security of my workplace is satisfactory.	75	1.7
Visible Minority status	Non-Visible Minority	Physical Environment & Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	I have the tools I need to do my job well.	67	1.8
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	I have the information I need to do my job well.	66	1.5
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The computer based tools (e.g., hardware	64	1.1
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	65	1.5
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	My organization supports my work related learning and development.	63	1.6
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	The quality of training and development I have received is satisfactory.	60	1.5
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	I have adequate opportunities to develop my skills.	57	1.6
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	I have opportunities for career growth within the BC Public Service.	54	1.8
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the amount of feedback and support I need from the person I report to.	66	1.3
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the quality of feedback and support I need from the person I report to.	65	1.3
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	My EPDP helps me achieve my key work goals.	33	0.4
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	My EPDP helps me achieve my career goals.	32	0.5
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	When needed, members of my team help me get the job done.	79	1.3
Visible Minority status	Non-Visible Minority		MY CO-WORKERS	My ideas are respected by others in my work unit.	77	1.6
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	Members of my team communicate effectively with each other.	69	1.2
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	I have positive working relationships with my co-workers.	81	0.8
Visible Minority status	Non-Visible Minority	Supervisory-level Management	THE PERSON I REPORT TO	The person I report to provides clear expectations regarding my work.	68	1.0

Visible Minority status	Non-Visible Minority	Supervisory-level Management	THE PERSON I REPORT TO	The person I report to consults me on decisions that affect me.	68	1.5
Visible Minority status	Non-Visible Minority	Supervisory-level Management	THE PERSON I REPORT TO	The person I report to keeps me informed of things I need to know.	69	1.6
Visible Minority status	Non-Visible Minority		THE PERSON I REPORT TO	The person I report to is an effective manager.	68	1.2
Visible Minority status	Non-Visible Minority		THE PERSON I REPORT TO	The person I report to maintains high standards of honesty and integrity.	77	1.5
Visible Minority status	Non-Visible Minority		THE PERSON I REPORT TO	I am satisfied with the quality of supervision I receive.	70	1.4
Visible Minority status	Non-Visible Minority	Executive-level Management	MY EXECUTIVES	Executives in my organization communicate decisions in a timely manner.	58	1.4
Visible Minority status	Non-Visible Minority		MY EXECUTIVES	Executives in my organization clearly communicate strategic changes and/or changes in priorities.	57	1.4
Visible Minority status	Non-Visible Minority	Executive-level Management	MY EXECUTIVES	Executives in my organization provide clear direction for the future.	52	1.3
Visible Minority status	Non-Visible Minority		MY EXECUTIVES	Essential information flows efficiently from senior leadership to staff.	52	1.4
Visible Minority status	Non-Visible Minority		MY EXECUTIVES	I have confidence in the senior leadership of my organization.	57	1.8
Visible Minority status	Non-Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	My organization is taking steps to ensure the long-term success of its vision, mission and goals.	60	1.6
Visible Minority status	Non-Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	The vision, mission and goals of my organization are communicated well.	57	1.1
Visible Minority status	Non-Visible Minority		MY ORGANIZATION	I know how my work contributes to the achievement of my organization's goals.	63	1.1
Visible Minority status	Non-Visible Minority	Job Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my job.	68	1.4
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my work unit.	71	1.7
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to remain with my work unit even if a comparable job was available elsewhere in the BC Public Service	66	1.9
Visible Minority status	Non-Visible Minority	Organization Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my organization.	62	1.7
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	At present, I would prefer to remain with my organization even if a comparable job was available in another organization	63	1.9
Visible Minority status	Non-Visible Minority	Organization Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	Overall, I am satisfied in my work as a BC Public Service employee.	70	1.3
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am proud to tell people I work for the BC Public Service.	68	1.1
Visible Minority status	Non-Visible Minority	Organization Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	68	1.5
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would recommend the BC Public Service as a great place to work.	64	1.3
Visible Minority status	Non-Visible Minority		WORKPLACE IMPROVEMENTS	Last year s Work Environment Survey results led to improvements in my current workplace.	44	1.5

Work Environment Survey 2013
Employee Engagement Results by Demographic Group

Background

BC Stats deployed the BC Public Service Work Environment Survey to 24,288 employees between October 2nd and October 25th, 2013.

The survey asked employees to rate aspects of their work environment, including their day-to-day work, their environment and resources, their development and performance, the people they work with and their organization in general.

The suite of standard report options designed for the WES include demographic tables. These are comprehensive tables showing engagement results for the organization by demographic variable. These tables allow users to select the data to be displayed by filtering on specific questions, drivers, high and low scores, etc. and help to understand how employee engagement differs across various segments.

Reporting Criteria

Residual disclosure: BC Stats takes great care to ensure no results could be used to identify a specific respondent. Our reporting criteria guards against breaches of real or perceived confidentiality by ensuring the identity of an individual cannot be inferred from other characteristics or response patterns in the results.

The results displayed in the following tables have satisfied both reporting criteria:

1) **Group size:** Each demographic group must have a population of 20 or more employees. The minimum size criterion must be satisfied before considering other criterion.

2) **Response Rate:** With all qualifying demographic groupings, there must also be:

· a minimum <u>50%</u> response rate for groups with <u>less than 50 employees</u>
· a minimum <u>40%</u> response rate for groups with <u>50 to 99 employees</u>
· a minimum <u>35%</u> response rate for groups with <u>100 or more employees</u>

Contents of this File

This file contains the following worksheets:

· **Response Rates:** Presents the number of employees (where known), number of respondents and response rates (where known) for all eligible demographic groups in your organization.

· **Engagement & Drivers:** Presents this year's model results for all eligible demographic groups in your organization.

· **Overall:** Presents the results of all survey questions for all eligible demographic groups in your organization. Comparisons relative to your organization overall are also shown.

· **Organization:** Presents the results of all survey questions for your organization.

· **Demographic Variables:** Where all reporting criteria are satisfied, this file includes 10 sets of results by demographic variables. *Note: employee counts and response rates are unavailble for self-identified variables.*

Note: This workbook has been protected to prevent accidental over-writes.

How to Use this File

The use of filters is essential to understanding the data presented in this file and making the best use of it.

Here are some suggestions on how to use this workbook:

Explore Drivers across Demographic Groups: In the *Engagement & Drivers* worksheet, select a driver of interest in the column titled, *Driver Name* . The results for the selected driver for all available demographic groups will be shown. Comparisons to the overall organization results and the house diagram coloured categorical legend are also displayed. You may also make multiple filter selections (e.g., selecting 'job satisfaction' and 'celebrate your successes') to further refine your view.

Explore Challenges and/or Strengths: In the *Engagement & Drivers* worksheet, select a category in the column titled *Legend for Model* . All demographic groups which scored in the category selected will be shown.

Explore Top/Low Scores: In any of the available worksheets, select the highest/lowest scores in the demographic group of interest to examine patterns that may be appearing within your organization.

Explore Specific Survey Questions: In the *Overall* or demographic group worksheets, select a driver of interest from the column titled *Linkage to Model.* You may further refine your selection by focusing on a specific survey section or survey question.

Questions?

Please contact BC Stats at Work.Environment.Survey@gov.bc.ca.

Demographic	Group	Employees	Respondents	Response rate
Organization	BC Public Service	24288	19447	80%
Classification (3 groups)	Administration & Operations	7227	5531	77%
	Management	4054	3572	88%
	Senior Administration & Professionals	13007	10344	80%
Classification (14 groups)	Admin Support	4654	3756	81%
	Applied Leadership	1175	1017	87%
	Assistant Deputy Minister	102	91	89%
	Business Leadership	2213	1983	90%
	Deputy Minister	33	27	82%
	Enforcement & Corrections	2372	1627	69%
	Finance & Economics	831	715	86%
	Health, Education & Social Work	4339	3167	73%
	Information Technology	1087	922	85%
	Legal Counsel	705	414	59%
	Science & Technical Officers	3102	2555	82%
	Senior Admin & Research	2943	2571	87%

	Strategic Leadership	531	454	85%
	Trades & Operations	201	148	74%
Service Years	Less than 3 years	3559	2825	79%
	3 to 9.99 years	8359	6711	80%
	10 to 19.99 years	6032	4773	79%
	20 years or more	6337	5137	81%
City	Vancouver	7180	5206	73%
	Victoria	9443	8031	85%
	Other	7665	6210	81%
Status	Included	18822	14865	79%
	Excluded	5466	4582	84%
Age Group	Less than 35 years old	4076	3156	77%
	35 to 44 years old	6221	4925	79%
	45 to 54 years old	8542	6995	82%
	55 years or more	5449	4371	80%

Gender	Female	11028
	Male	6864
Aboriginal identity	Aboriginal	504
	Non-Aboriginal	17478
Visible Minority status	Visible Minority	2391
	Non-Visible Minority	14914
Disabled status	Persons with a Disability	561
	Persons without a Disability	17421

Demographic	Group	Linkage to model	Survey section	Question	Average score	Compare average score to organization
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	A healthy atmosphere (e.g., trust, mutual respect) exists in my work unit.	67	-1.2
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in people and backgrounds.	75	-0.9
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in ideas.	68	-1.0
Visible Minority status	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit is free from discrimination and harassment.	72	-2.5
Visible Minority status	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have opportunities to provide input into decisions that affect my work.	67	-2.1
Visible Minority status	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the freedom to make the decisions necessary to do my job well.	66	-0.6
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	Innovation is valued in my work.	64	-2.1
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I am encouraged to be innovative in my work.	63	-1.6
Visible Minority status	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the opportunities I need to implement new ideas.	59	0.0
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I am inspired to give my very best.	64	0.6
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My work unit is well supported during times of change.	56	3.8
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	Employees are held accountable in my work unit.	63	2.3
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I feel my job is secure.	66	2.0
Visible Minority status	Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the selection of a person for a position is based on merit.	55	-3.3
Visible Minority status	Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the process of selecting a person for a position is fair.	56	-3.3
Visible Minority status	Visible Minority	Recognition	MY DAY-TO-DAY WORK	I receive meaningful recognition for work well done.	58	-0.9
Visible Minority status	Visible Minority	Recognition	MY DAY-TO-DAY WORK	In my work unit, recognition is based on performance.	57	-1.7
Visible Minority status	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	I am fairly paid for the work I do.	44	-2.4
Visible Minority status	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My benefits meet my (and my family's) needs well.	50	-3.6
Visible Minority status	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My pay is competitive with similar jobs in the region.	39	-2.7
Visible Minority status	Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My work is meaningful.	76	0.4
Visible Minority status	Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My job is a good fit with my skills and interests.	75	-1.4
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I am proud of the work I do.	82	0.0
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My workplace procedures allow me to use my time as effectively as possible.	63	2.0
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I regularly participate in activities that are not necessarily expected of me, to help my organization succeed	72	-0.5
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	Work is distributed fairly in my work unit.	57	-1.2
Visible Minority status	Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My workload is manageable.	59	2.4
Visible Minority status	Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My work-related stress is manageable.	58	0.8
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	My job provides me with the right amount of challenge.	63	0.0
Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I have support at work to provide a high level of service.	61	0.2

Visible Minority status	Visible Minority		MY DAY-TO-DAY WORK	I have support at work to balance my work and personal life.	65	-1.1
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	My physical work environment is satisfactory.	65	-1.3
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The physical security of my workplace is satisfactory.	71	-3.0
Visible Minority status	Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	I have the information I need to do my job well.	67	0.0
Visible Minority status	Visible Minority	Workplace Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	The computer based tools (e.g., hardware, software) I have access to help me excel in my job.	59	3.3
Visible Minority status	Visible Minority	Workplace Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	62	0.8
Visible Minority status	Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	My organization supports my work related learning and development.	62	0.8
Visible Minority status	Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	The quality of training and development I have received is satisfactory.	58	0.2
Visible Minority status	Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	I have adequate opportunities to develop my skills.	56	0.9
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	I have opportunities for career growth within the BC Public Service.	52	1.3
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the amount of feedback and support I need from the person I report to.	67	0.5
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the quality of feedback and support I need from the person I report to.	65	0.4
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	MyPerformance helps me achieve my key work goals.	46	7.6
Visible Minority status	Visible Minority		MY DEVELOPMENT & PERFORMANCE	MyPerformance helps me achieve my career goals.	44	7.5
Visible Minority status	Visible Minority	Teamwork	MY CO-WORKERS	When needed, members of my team help me get the job done.	77	-1.7
Visible Minority status	Visible Minority		MY CO-WORKERS	My ideas are respected by others in my work unit.	73	-2.1
Visible Minority status	Visible Minority	Teamwork	MY CO-WORKERS	Members of my team communicate effectively with each other.	68	0.8
Visible Minority status	Visible Minority	Teamwork	MY CO-WORKERS	I have positive working relationships with my co-workers.	81	0.1
Visible Minority status	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to provides clear expectations regarding my work.	70	1.2
Visible Minority status	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to consults me on decisions that affect me.	69	0.3
Visible Minority status	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to keeps me informed of things I need to know.	69	0.6
Visible Minority status	Visible Minority		THE PERSON I REPORT TO	The person I report to is an effective manager.	68	0.1
Visible Minority status	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to leads with an understanding of others' perspectives.	68	-0.3
Visible Minority status	Visible Minority		THE PERSON I REPORT TO	The person I report to maintains high standards of honesty and integrity.	74	-2.2
Visible Minority status	Visible Minority		THE PERSON I REPORT TO	I am satisfied with the quality of supervision I receive.	70	-0.2
Visible Minority status	Visible Minority	Executive-Level Management	MY EXECUTIVES	Executives in my organization communicate decisions in a timely manner.	59	1.2
Visible Minority status	Visible Minority		MY EXECUTIVES	Executives in my Ministry/organization clearly communicate strategic changes and/or changes in priorities.	59	1.7
Visible Minority status	Visible Minority	Executive-Level Management	MY EXECUTIVES	Executives in my Ministry/organization provide clear direction for the future.	56	2.7
Visible Minority status	Visible Minority		MY EXECUTIVES	Essential information flows efficiently from senior leadership to staff.	54	2.4
Visible Minority status	Visible Minority		MY EXECUTIVES	I have confidence in the senior leadership of my Ministry/organization.	57	1.0
Visible Minority status	Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	My Ministry/organization is taking steps to ensure the long-term success of its vision, mission and goals.	60	1.9

Visible Minority status	Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	The vision, mission and goals of my Ministry/organization are communicated well.	60	2.3
Visible Minority status	Visible Minority		MY ORGANIZATION	I know how my work contributes to the achievement of my Ministry's/organization's/department's	65	1.3
Visible Minority status	Visible Minority	Job Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my job.	66	0.4
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my work unit.	67	-1.6
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to remain with my work unit even if a comparable job was available elsewhere in the BC Public Service	62	-2.5
Visible Minority status	Visible Minority	Organization Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my ministry/organization.	61	1.8
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	At present, I would prefer to remain with my organization even if a comparable job was available in another organization	60	-1.1
Visible Minority status	Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	Overall, I am satisfied in my work as a BC Public Service employee.	70	1.4
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am proud to tell people I work for the BC Public Service.	70	3.8
Visible Minority status	Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	67	1.3
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would recommend the BC Public Service as a great place to work.	65	3.7
Visible Minority status	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	Last cycle's Work Environment Survey results led to improvements in my current workplace.	41	3.1
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	A healthy atmosphere (e.g., trust, mutual respect) exists in my work unit.	70	1.5
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in people and backgrounds.	78	1.2
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in ideas.	71	1.5
Visible Minority status	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit is free from discrimination and harassment.	77	1.8
Visible Minority status	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have opportunities to provide input into decisions that affect my work.	71	1.7
Visible Minority status	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the freedom to make the decisions necessary to do my job well.	68	1.5
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Innovation is valued in my work.	68	1.7
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I am encouraged to be innovative in my work.	66	1.6
Visible Minority status	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the opportunities I need to implement new ideas.	60	1.3
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I am inspired to give my very best.	64	1.2
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My work unit is well supported during times of change.	53	0.8
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Employees are held accountable in my work unit.	61	0.4
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I feel my job is secure.	65	1.0
Visible Minority status	Non-Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the selection of a person for a position is based on merit.	60	1.9
Visible Minority status	Non-Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the process of selecting a person for a position is fair.	61	1.9
Visible Minority status	Non-Visible Minority	Recognition	MY DAY-TO-DAY WORK	I receive meaningful recognition for work well done.	61	1.4
Visible Minority status	Non-Visible Minority	Recognition	MY DAY-TO-DAY WORK	In my work unit, recognition is based on performance.	60	1.5
Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	I am fairly paid for the work I do.	47	1.3
Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My benefits meet my (and my family's) needs well.	55	1.6

Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My pay is competitive with similar jobs in the region.	43	1.4
Visible Minority status	Non-Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My work is meaningful.	76	0.6
Visible Minority status	Non-Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My job is a good fit with my skills and interests.	77	0.8
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I am proud of the work I do.	82	0.5
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My workplace procedures allow me to use my time as effectively as possible.	62	0.8
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I regularly participate in activities that are not necessarily expected of me, to help my organization succeed	72	0.4
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Work is distributed fairly in my work unit.	59	1.2
Visible Minority status	Non-Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My workload is manageable.	57	0.4
Visible Minority status	Non-Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My work-related stress is manageable.	58	0.9
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My job provides me with the right amount of challenge.	64	0.9
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I have support at work to provide a high level of service.	62	1.2
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I have support at work to balance my work and personal life.	67	1.3
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	My physical work environment is satisfactory.	67	1.1
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	The physical security of my workplace is satisfactory.	75	1.3
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT & RESOURCES	I have the information I need to do my job well.	68	1.0
Visible Minority status	Non-Visible Minority	Workplace Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	The computer based tools (e g., hardware, software) I have access to help me excel in my job.	56	0.3
Visible Minority status	Non-Visible Minority	Workplace Tools	MY PHYSICAL ENVIRONMENT & RESOURCES	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	62	0.8
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	My organization supports my work related learning and development.	63	1.0
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	The quality of training and development I have received is satisfactory.	59	1.0
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT & PERFORMANCE	I have adequate opportunities to develop my skills.	56	1.0
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	I have opportunities for career growth within the BC Public Service.	52	1.1
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the amount of feedback and support I need from the person I report to.	67	0.8
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	I receive the quality of feedback and support I need from the person I report to.	66	0.8
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	MyPerformance helps me achieve my key work goals.	38	-0.6
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT & PERFORMANCE	MyPerformance helps me achieve my career goals.	36	-0.5
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	When needed, members of my team help me get the job done.	80	1.0
Visible Minority status	Non-Visible Minority		MY CO-WORKERS	My ideas are respected by others in my work unit.	77	1.3
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	Members of my team communicate effectively with each other.	68	0.7
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	I have positive working relationships with my co-workers.	82	0.6
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to provides clear expectations regarding my work.	70	0.7
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to consults me on decisions that affect me.	69	1.1

Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to keeps me informed of things I need to know.	70	0.9
Visible Minority status	Non-Visible Minority		THE PERSON I REPORT TO	The person I report to is an effective manager.	69	0.8
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to leads with an understanding of others' perspectives.	70	1.0
Visible Minority status	Non-Visible Minority		THE PERSON I REPORT TO	The person I report to maintains high standards of honesty and integrity.	77	1.3
Visible Minority status	Non-Visible Minority		THE PERSON I REPORT TO	I am satisfied with the quality of supervision I receive.	71	0.9
Visible Minority status	Non-Visible Minority	Executive-Level Management	MY EXECUTIVES	Executives in my organization communicate decisions in a timely manner.	59	0.9
Visible Minority status	Non-Visible Minority		MY EXECUTIVES	Executives in my Ministry/organization clearly communicate strategic changes and/or changes in priorities	58	0.8
Visible Minority status	Non-Visible Minority	Executive-Level Management	MY EXECUTIVES	Executives in my Ministry/organization provide clear direction for the future.	53	0.6
Visible Minority status	Non-Visible Minority		MY EXECUTIVES	Essential information flows efficiently from senior leadership to staff.	53	0.7
Visible Minority status	Non-Visible Minority		MY EXECUTIVES	I have confidence in the senior leadership of my Ministry/organization.	57	1.0
Visible Minority status	Non-Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	My Ministry/organization is taking steps to ensure the long-term success of its vision, mission and goals.	59	0.8
Visible Minority status	Non-Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	The vision, mission and goals of my Ministry/organization are communicated well.	58	0.6
Visible Minority status	Non-Visible Minority		MY ORGANIZATION	I know how my work contributes to the achievement of my Ministry's/organization's/department's	64	0.7
Visible Minority status	Non-Visible Minority	Job Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my job.	67	0.9
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my work unit.	70	1.3
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to remain with my work unit even if a comparable job was available elsewhere in the BC Public Service	66	1.6
Visible Minority status	Non-Visible Minority	Organization Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am satisfied with my ministry/organization.	60	0.9
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	At present, I would prefer to remain with my organization even if a comparable job was available in another organization	62	1.3
Visible Minority status	Non-Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	Overall, I am satisfied in my work as a BC Public Service employee.	69	0.6
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I am proud to tell people I work for the BC Public Service.	67	0.3
Visible Minority status	Non-Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	66	0.7
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	I would recommend the BC Public Service as a great place to work.	61	0.3
Visible Minority status	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT	Last cycle's Work Environment Survey results led to improvements in my current workplace.	39	0.6

Work Environment Survey 2015
Employee Engagement Results by Demographic Group

Background

BC Stats deployed the BC Public Service Work Environment Survey to 25,009 employees between October 6th and October 30th, 2015.

The survey asked employees to rate aspects of their work environment, including their day-to-day work, their environment and resources, their development and performance, the people they work with and their organization in general.

The suite of standard report options designed for the WES include demographic tables. These are comprehensive tables showing engagement results for the organization by demographic variable. These tables allow users to select the data to be displayed by filtering on specific questions, drivers, high and low scores, etc. and help to understand how employee engagement differs across various segments.

Reporting Criteria

Residual disclosure: BC Stats takes great care to ensure no results could be used to identify a specific respondent. Our reporting criteria guards against breaches of real or perceived confidentiality by ensuring the identity of an individual cannot be inferred from other characteristics or response patterns in the results.

The results displayed in the following tables have satisfied both reporting criteria:

1) **Group size:** Each demographic group must have a population of 20 or more employees. The minimum size criterion must be satisfied before considering other criterion.
2) **Response Rate:** With all qualifying demographic groupings, there must also be:

· a minimum 50% response rate for groups with less than 50 employees
· a minimum 40% response rate for groups with 50 to 99 employees
· a minimum 35% response rate for groups with 100 or more employees

Contents of this File

This file contains the following worksheets:

· **Response Rates:** Presents the number of employees, number of respondents and response rates for all eligible demographic groups in your organization.

· **Engagement & Drivers:** Presents this year's model results for all eligible demographic groups in your organization.

· **Overall:** Presents the results of all survey questions for all eligible demographic groups in your organization. Comparisons relative to your organization overall are also shown.

· **Organization:** Presents the results of all survey questions for your organization.

· **Demographic Variables:** Where all reporting criteria are satisfied, this file can include up to 9 sets of results by demographic variables.

Note: This workbook has been protected to prevent accidental over-writes.

How to Use this File

 The use of filters is essential to understanding the data presented in this file and making the best use of it.

Here are some suggestions on how to use this workbook:

Explore Drivers across Demographic Groups: In the *Engagement & Drivers* worksheet, select a driver of interest in the column titled, *Driver Name* . The results for the selected driver for all available demographic groups will be shown. Comparisons to the overall organization results and the house diagram coloured categorical legend are also displayed. You may also make multiple filter selections (e.g., selecting 'job satisfaction' and 'celebrate your successes') to further refine your view.

Explore Challenges and/or Strengths: In the *Engagement & Drivers* worksheet, select a category in the column titled *Legend for Model* . All demographic groups which scored in the category selected will be shown.

Explore Top/Low Scores: In any of the available worksheets, select the highest/lowest scores in the demographic group of interest to examine patterns that may be appearing within your organization.

Explore Specific Survey Questions: In the *Overall* or demographic group worksheets, select a driver of interest from the column titled *Linkage to Model.* You may further refine your selection by focusing on a specific survey section or survey question.

Questions?

Please contact BC Stats at Work.Environment.Survey@gov.bc.ca.

Demographic	Group	Employees	Respondents	Response rate
Organization	BC Public Service	25009	19756	79%
Classification (3 groups)	Administration & Operations	7228	5334	74%
	Management	4248	3766	89%
	Senior Administration & Professionals	13533	10656	79%
Classification (13 groups)	Administrative Support	4694	3648	78%
	Applied Leadership	1154	1008	87%
	Business Leadership	2356	2094	89%
	Enforcement & Corrections	2353	1579	67%
	Executive	142	127	89%
	Finance & Economics	940	807	86%
	Health, Education & Social Work	4300	3081	72%
	Information Technology	1094	933	85%
	Legal Counsel	735	438	60%
	Science & Technical Officers	3226	2616	81%
	Senior Administration & Research	3238	2781	86%
	Strategic Leadership	596	537	90%
	Trades & Operations	181	107	59%
Service Years	Less than 3 years	3875	2913	75%
	3 to 9.99 years	8866	7064	80%
	10 to 19.99 years	5794	4571	79%
	20 years or more	6473	5207	80%

City	Victoria	9713	8140	84%
	Vancouver	6710	4747	71%
	Other	8586	6869	80%
Status	INCLUDED	19323	14984	78%
	EXCLUDED	5686	4772	84%
Age Group	Less than 35 years old	4577	3398	74%
	35 to 44 years old	6136	4867	79%
	45 to 54 years old	8446	6856	81%
	55 years or more	5850	4635	79%
Gender	Female	11713	9912	85%
	Male	7291	6197	85%
Aboriginal identity	Aboriginal	568	469	83%
	Non-Aboriginal	18579	15758	85%
Vis ble Minority status	Visible Minority	2808	2299	82%
	Non-Visible Minority	15729	13472	86%
Disabled status	Persons with a Disability	698	698	100%
	Persons without a Disability	14740	14740	100%

Demographic	Group	Linkage to model	Survey section	Question	Average score	Compare average score to organization
Visible Minority statu	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	A healthy atmosphere (e.g., trust, mutual respect) exists in my work unit.	67	-3.6
Visible Minority statu	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in people and backgrounds.	74	-2.8
Visible Minority statu	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in ideas.	68	-3.0
Visible Minority statu	Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit is free from discrimination and harassment.	71	-4.6
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	Employees in my work unit are clear on the ethical values expected in performing their work.	73	-3.9
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	If I am faced with an ethical question or concern, I know where I can go for help in resolving the situation	74	-4.7
Visible Minority statu	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have opportunities to provide input into decisions that affect my work.	66	-3.2
Visible Minority statu	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the freedom to make the decisions necessary to do my job well.	66	-2.5
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	Innovation is valued in my work.	63	-3.4
Visible Minority statu	Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the opportunities I need to implement new ideas.	60	-2.2
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	My organization actively encourages me to use Lean to improve workplace processes.	61	-1.2
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	I am inspired to give my very best.	63	-2.5
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	My work unit is well supported during times of change.	55	0.6
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	Employees are held accountable in my work unit.	62	-0.2
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	I feel my job is secure.	69	-0.9
Visible Minority statu	Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the selection of a person for a position is based on merit.	55	-5.9
Visible Minority statu	Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the process of selecting a person for a position is fair.	56	-6.3
Visible Minority statu	Visible Minority	Recognition	MY DAY-TO-DAY WORK	I receive meaningful recognition for work well done.	58	-3.5
Visible Minority statu	Visible Minority	Recognition	MY DAY-TO-DAY WORK	In my work unit, recognition is based on performance.	55	-4.6
Visible Minority statu	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	I am fairly paid for the work I do.	43	-4.5
Visible Minority statu	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My benefits meet my (and my family's) needs well.	49	-5.0
Visible Minority statu	Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My pay is competitive with similar jobs in the region.	38	-5.0
Visible Minority statu	Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My work is meaningful.	76	-1.0
Visible Minority statu	Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My job is a good fit with my skills and interests.	75	-2.1
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	My workplace processes and procedures enable me to work as effectively as possible.	58	1.0
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	I regularly go above and beyond the requirements of my role to help my work unit or organization succeed	85	0.9
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	Work is distributed fairly in my work unit.	55	-4.8
Visible Minority statu	Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My workload is manageable.	57	-1.3
Visible Minority statu	Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My work-related stress is manageable.	56	-2.3
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	My job provides me with the right amount of challenge.	62	-2.9

Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	I have support at work to provide a high level of service.	61	-2.3
Visible Minority statu	Visible Minority		MY DAY-TO-DAY WORK	I have support at work to balance my work and personal life.	63	-3.5
Visible Minority statu	Visible Minority	Tools & Workspace	MY PHYSICAL ENVIRONMENT AND TOOLS	My physical work environment (e.g., sound level, lighting, heat, ergonomics, etc.) enables me to work well.	60	-0.3
Visible Minority statu	Visible Minority		MY PHYSICAL ENVIRONMENT AND TOOLS	The necessary processes and procedures are in place to ensure my safety at work	70	-3.6
Visible Minority statu	Visible Minority	Tools & Workspace	MY PHYSICAL ENVIRONMENT AND TOOLS	The computer based tools (e.g., hardware, software) I have access to help me excel in my job.	65	1.9
Visible Minority statu	Visible Minority	Tools & Workspace	MY PHYSICAL ENVIRONMENT AND TOOLS	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	63	-0.3
Visible Minority statu	Visible Minority	Professional Development	MY DEVELOPMENT AND PERFORMANCE	My organization supports my work related learning and development.	63	-2.1
Visible Minority statu	Visible Minority	Professional Development	MY DEVELOPMENT AND PERFORMANCE	The quality of training and development I have received is satisfactory.	59	-2.0
Visible Minority statu	Visible Minority	Professional Development	MY DEVELOPMENT AND PERFORMANCE	I have adequate opportunities to develop my skills.	56	-2.5
Visible Minority statu	Visible Minority		MY DEVELOPMENT AND PERFORMANCE	I have opportunities for career growth within the BC Public Service.	53	-4.0
Visible Minority statu	Visible Minority		MY DEVELOPMENT AND PERFORMANCE	The person I report to provides the feedback I need to do my job well.	66	-2.5
Visible Minority statu	Visible Minority		MY DEVELOPMENT AND PERFORMANCE	The person I report to provides the support I need to help me achieve my long-term career goals.	63	-3.2
Visible Minority statu	Visible Minority	Teamwork	MY CO-WORKERS	When needed, members of my team help me get the job done.	77	-3.1
Visible Minority statu	Visible Minority		MY CO-WORKERS	I am treated respectfully at work.	76	-3.6
Visible Minority statu	Visible Minority	Teamwork	MY CO-WORKERS	Members of my team communicate effectively with each other.	68	-1.6
Visible Minority statu	Visible Minority	Teamwork	MY CO-WORKERS	I have positive working relationships with my co-workers.	80	-1.7
Visible Minority statu	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to provides clear expectations regarding my work.	70	-0.8
Visible Minority statu	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to consults me on decisions that affect me.	68	-1.9
Visible Minority statu	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to keeps me informed of things I need to know.	68	-2.0
Visible Minority statu	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	I feel I am able to have a conversation with the person I report to when I need their perspective or advice.	74	-3.6
Visible Minority statu	Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to leads with an understanding of others' perspectives.	69	-2.7
Visible Minority statu	Visible Minority		THE PERSON I REPORT TO	The person I report to maintains high standards of honesty and integrity.	74	-4.2
Visible Minority statu	Visible Minority		THE PERSON I REPORT TO	The person I report to supports me and my co-workers in conducting our work in an ethical manner.	75	-3.9
Visible Minority statu	Visible Minority		THE PERSON I REPORT TO	I am satisfied with the quality of supervision I receive.	70	-2.9
Visible Minority statu	Visible Minority	Executive-Level Management	MY EXECUTIVE	Executives in my organization communicate decisions in a timely manner.	58	-1.0
Visible Minority statu	Visible Minority		MY EXECUTIVE	Executives in my organization clearly communicate strategic changes and/or changes in priorities.	58	-0.7
Visible Minority statu	Visible Minority	Executive-Level Management	MY EXECUTIVE	Executives in my organization provide clear direction for the future.	55	-0.5
Visible Minority statu	Visible Minority		MY EXECUTIVE	Essential information flows effectively from senior leadership to staff.	54	0.1
Visible Minority statu	Visible Minority		MY EXECUTIVE	I have confidence in the senior leadership of my organization.	57	-1.7
Visible Minority statu	Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	My organization is taking steps to ensure the long-term success of its vision, mission and goals.	60	-1.4
Visible Minority statu	Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	The vision, mission and goals of my organization are communicated well.	59	-1.0

isible Minority statu	Visible Minority		MY ORGANIZATION	I know how my work contributes to the achievement of my organization's goals.	65	-0.8
isible Minority statu	Visible Minority	Job Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT - WORK	I am satisfied with my job.	65	-2.1
isible Minority statu	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - WORK	I am satisfied with my work unit.	66	-3.9
isible Minority statu	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - WORK	I would prefer to remain with my work unit, even if a comparable job was available elsewhere in the BC Public Service	60	-4.4
isible Minority statu	Visible Minority	Organization Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT -	I am satisfied with my organization.	59	-2.3
isible Minority statu	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT -	I would prefer to remain with my organization, even if a comparable job was available in the BC Public Service	58	-4.0
isible Minority statu	Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	Overall, I am satisfied in my work as a BC Public Service employee.	69	-0.7
isible Minority statu	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	Overall, I feel valued as a BC Public Service employee.	60	-0.1
isible Minority statu	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	I am proud to tell people I work for the BC Public Service.	67	0.9
isible Minority statu	Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	65	-1.4
isible Minority statu	Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	I would recommend the BC Public Service as a great place to work.	63	-0.4
isible Minority statu	Visible Minority		IMPROVMENTS BASED ON SURVEY	Last cycle's Work Environment Survey results led to improvements in my current workplace.	43	0.4
isible Minority statu	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	A healthy atmosphere (e.g., trust, mutual respect) exists in my work unit.	71	0.5
isible Minority statu	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in people and backgrounds.	78	0.6
isible Minority statu	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit values diversity in ideas.	72	0.8
isible Minority statu	Non-Visible Minority	Respectful Environment	MY DAY-TO-DAY WORK	My work unit is free from discrimination and harassment.	77	0.8
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	Employees in my work unit are clear on the ethical values expected in performing their work.	78	0.8
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	If I am faced with an ethical question or concern, I know where I can go for help in resolving the situation	79	0.7
isible Minority statu	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have opportunities to provide input into decisions that affect my work.	70	0.8
isible Minority statu	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the freedom to make the decisions necessary to do my job well.	69	0.6
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	Innovation is valued in my work.	67	1.0
isible Minority statu	Non-Visible Minority	Empowerment	MY DAY-TO-DAY WORK	I have the opportunities I need to implement new ideas.	63	0.8
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	My organization actively encourages me to use Lean to improve workplace processes.	62	0.6
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	I am inspired to give my very best.	66	-0.1
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	My work unit is well supported during times of change.	54	-0.4
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	Employees are held accountable in my work unit.	62	-0.4
isible Minority statu	Non-Visible Minority		MY DAY-TO-DAY WORK	I feel my job is secure.	71	1.3
isible Minority statu	Non-Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the selection of a person for a position is based on merit.	62	1.2
isible Minority statu	Non-Visible Minority	Staffing Practices	MY DAY-TO-DAY WORK	In my work unit, the process of selecting a person for a position is fair.	64	1.0
isible Minority statu	Non-Visible Minority	Recognition	MY DAY-TO-DAY WORK	I receive meaningful recognition for work well done.	61	0.2
isible Minority statu	Non-Visible Minority	Recognition	MY DAY-TO-DAY WORK	In my work unit, recognition is based on performance.	60	0.4

Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	I am fairly paid for the work I do.	48	0.4
Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My benefits meet my (and my family's) needs well.	55	1.1
Visible Minority status	Non-Visible Minority	Pay & Benefits	MY DAY-TO-DAY WORK	My pay is competitive with similar jobs in the region.	43	0.4
Visible Minority status	Non-Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My work is meaningful.	77	0.3
Visible Minority status	Non-Visible Minority	Job Suitability	MY DAY-TO-DAY WORK	My job is a good fit with my skills and interests.	78	0.9
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My workplace processes and procedures enable me to work as effectively as possible.	57	-0.2
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I regularly go above and beyond the requirements of my role to help my work unit or organization succeed	84	0.1
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	Work is distributed fairly in my work unit.	60	0.2
Visible Minority status	Non-Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My workload is manageable.	57	-1.0
Visible Minority status	Non-Visible Minority	Stress & Workload	MY DAY-TO-DAY WORK	My work-related stress is manageable.	58	-0.7
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	My job provides me with the right amount of challenge.	65	0.5
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I have support at work to provide a high level of service.	63	0.0
Visible Minority status	Non-Visible Minority		MY DAY-TO-DAY WORK	I have support at work to balance my work and personal life.	67	0.5
Visible Minority status	Non-Visible Minority	Tools & Workspace	MY PHYSICAL ENVIRONMENT AND TOOLS	My physical work environment (e.g., sound level, lighting, heat, ergonomics, etc.) enables me to work well.	61	0.6
Visible Minority status	Non-Visible Minority		MY PHYSICAL ENVIRONMENT AND TOOLS	The necessary processes and procedures are in place to ensure my safety at work	74	0.8
Visible Minority status	Non-Visible Minority	Tools & Workspace	MY PHYSICAL ENVIRONMENT AND TOOLS	The computer based tools (e.g., hardware, software) I have access to help me excel in my job.	62	-0.5
Visible Minority status	Non-Visible Minority	Tools & Workspace	MY PHYSICAL ENVIRONMENT AND TOOLS	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	63	0.0
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT AND PERFORMANCE	My organization supports my work related learning and development.	65	-0.1
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT AND PERFORMANCE	The quality of training and development I have received is satisfactory.	61	0.4
Visible Minority status	Non-Visible Minority	Professional Development	MY DEVELOPMENT AND PERFORMANCE	I have adequate opportunities to develop my skills.	59	0.2
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT AND PERFORMANCE	I have opportunities for career growth within the BC Public Service.	56	-0.6
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT AND PERFORMANCE	The person I report to provides the feedback I need to do my job well.	68	0.0
Visible Minority status	Non-Visible Minority		MY DEVELOPMENT AND PERFORMANCE	The person I report to provides the support I need to help me achieve my long-term career goals.	66	0.3
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	When needed, members of my team help me get the job done.	80	0.4
Visible Minority status	Non-Visible Minority		MY CO-WORKERS	I am treated respectfully at work.	80	0.6
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	Members of my team communicate effectively with each other.	70	0.4
Visible Minority status	Non-Visible Minority	Teamwork	MY CO-WORKERS	I have positive working relationships with my co-workers.	82	0.3
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to provides clear expectations regarding my work.	71	0.0
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to consults me on decisions that affect me.	70	0.2
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to keeps me informed of things I need to know.	70	0.1
Visible Minority status	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	I feel I am able to have a conversation with the person I report to when I need their perspective or advice.	78	0.5

'isible Minority statu	Non-Visible Minority	Supervisory-Level Management	THE PERSON I REPORT TO	The person I report to leads with an understanding of others' perspectives.	71	0.2
'isible Minority statu	Non-Visible Minority		THE PERSON I REPORT TO	The person I report to maintains high standards of honesty and integrity.	78	0.2
'isible Minority statu	Non-Visible Minority		THE PERSON I REPORT TO	The person I report to supports me and my co-workers in conducting our work in an ethical manner.	79	0.4
'isible Minority statu	Non-Visible Minority		THE PERSON I REPORT TO	I am satisfied with the quality of supervision I receive.	73	0.3
'isible Minority statu	Non-Visible Minority	Executive-Level Management	MY EXECUTIVE	Executives in my organization communicate decisions in a timely manner.	59	-0.4
'isible Minority statu	Non-Visible Minority		MY EXECUTIVE	Executives in my organization clearly communicate strategic changes and/or changes in priorities.	58	-0.5
'isible Minority statu	Non-Visible Minority	Executive-Level Management	MY EXECUTIVE	Executives in my organization provide clear direction for the future.	55	-0.6
'isible Minority statu	Non-Visible Minority		MY EXECUTIVE	Essential information flows effectively from senior leadership to staff.	53	-0.8
'isible Minority statu	Non-Visible Minority		MY EXECUTIVE	I have confidence in the senior leadership of my organization.	58	-0.7
'isible Minority statu	Non-Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	My organization is taking steps to ensure the long-term success of its vision, mission and goals.	61	-0.6
'isible Minority statu	Non-Visible Minority	Vision, Mission & Goals	MY ORGANIZATION	The vision, mission and goals of my organization are communicated well.	60	-0.5
'isible Minority statu	Non-Visible Minority		MY ORGANIZATION	I know how my work contributes to the achievement of my organization's goals.	65	-0.2
'isible Minority statu	Non-Visible Minority	Job Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT - WORK	I am satisfied with my job.	67	0.2
'isible Minority statu	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - WORK	I am satisfied with my work unit.	71	0.5
'isible Minority statu	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - WORK	I would prefer to remain with my work unit, even if a comparable job was available elsewhere in the BC Public Service	66	1.3
'isible Minority statu	Non-Visible Minority	Organization Satisfaction	MY EMPLOYMENT AS A BC PUBLIC SERVANT -	I am satisfied with my organization.	61	-0.6
'isible Minority statu	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT -	I would prefer to remain with my organization, even if a comparable job was available in the BC Public Service	63	0.6
'isible Minority statu	Non-Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	Overall, I am satisfied in my work as a BC Public Service employee.	70	-0.2
'isible Minority statu	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	Overall, I feel valued as a BC Public Service employee.	59	-0.8
'isible Minority statu	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	I am proud to tell people I work for the BC Public Service.	64	-1.4
'isible Minority statu	Non-Visible Minority	BC Public Service Commitment	MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	66	-0.2
'isible Minority statu	Non-Visible Minority		MY EMPLOYMENT AS A BC PUBLIC SERVANT - BC	I would recommend the BC Public Service as a great place to work.	63	-1.2
'isible Minority statu	Non-Visible Minority		IMPROVMENTS BASED ON SURVEY	Last cycle's Work Environment Survey results led to improvements in my current workplace.	43	0.5

Work Environment Survey 2018
Employee Engagement Results by Demographic Groups

Background

BC Stats deployed the BC Public Service Work Environment Survey to 27,220 employees between January 30th and February 23rd, 2018. The survey asked employees to rate aspects of their work environment, including their day-to-day work, their physical environment and tools, their development and performance, the people they work with, and their organization in general.

This file contains tables presenting results from the 2018 Work Environment Survey by demographic groups. These tables allow users to filter on specific questions, drivers, high and low scores, etc. and help to understand how employee engagement differs across various demographics.

Reporting Criteria

Residual disclosure: BC Stats takes great care to ensure no results could be used to identify a specific respondent. Our reporting criteria guards against breaches of real or perceived confidentiality by ensuring the identity of an individual cannot be inferred from other characteristics or response patterns in the results.

The results displayed in the following tables have satisfied our stringent reporting criteria:

1) **Group size:** Each demographic group must have a population of 20 or more employees. The minimum size criterion must be satisfied before considering other criterion.

2) **Response Rate:** With all qualifying demographic groupings, there must also be:
· a minimum 50% response rate for groups with less than 50 employees
· a minimum 40% response rate for groups with 50 to 99 employees
· a minimum 35% response rate for groups with 100 or more employees
The minimum response criterion ensures data quality and protects respondent confidentiality.

Contents of this Workbook

This file contains the following worksheets:

1) **Response Rates:** Presents the number of employees, number of respondents and response rates for your organization and all demographic groups that meet the minimum reporting criteria.

2) **Engagement Model:** Presents the engagement score and driver results, from this year's model for your organization and all eligible demographic groups. A comparison to your oganization is also provided.

3) **All Survey Topics:** Presents the results of all survey questions for your organization and all eligible demographic groups. A comparison of the average scores to your organization is also provided.

How to use this file

Here are some suggestions on how to use this workbook:

Note: You will be using auto-filters to "dig deeper" into the results provided in these files. At any time, you can re-set the filters to view all data by going to Data -> Filter ->Show All.

Explore Engagement & Driver Results across Demographic Groups
In the Engagement Model worksheet, select a driver of interest in the column titled Driver Name. This will display all driver results by demographic groups. If you wish to look at a specific demographic variable, select the variable of interest in the "Demographic" and/or "Group" column, etc.

Explore Challenges and/or Strengths
In the Engagement Model worksheet, select a positive or negative value range in the column labelled "Compared to Organization" to view the results that were higher or lower than the overall for specific demographic groups. If you wish to view a specific demographic variable or group, select the variable of interest "Demographic" and/or "Group" column, etc.

Explore Specific Survey Results

In the All Survey Topics worksheet, select the demographic variable of interest from the "Demographic" and/or "Group" column to view the question-by-question results for various demographic groups. The average score comparison to the overall results are also provided for each question. To better understand large score differences, examine the response distributions to see the percentages of respondents that rated each item as low, medium and high.

Alternatively, select the driver of interest from the "Linkage to Model" column to view the questions that make up this driver. You can then select specific demographic groups and/or specific questions to refine your view.

Notes:

This file is protected to prevent accidental overwrites. If you wish to sort the results or make charts or tables for further analysis, copy the desired results into a separate file as modifying the contents of this file has been restricted in order to protect the integrity of this file.

A lower score for the survey topic "My work tends to leave me feeling mentally drained or exhausted," is preferred. The colour code has been reversed to reflect this.

For 2018, the Service Years and Classification groupings have been realigned. As a result these groupings may not be comparable to 2015 results.

Questions?

Please contact BC Stats at Work.Environment.Survey@gov.bc.ca.

BRITISH COLUMBIA
The Best Place on Earth | BCStats

January 6, 2010

PREPARED FOR:

Allan Seckel, Deputy Minister to the Premier and Cabinet Secretary

FOR DECISION

2010 Work Environment Survey: Annual questionnaire review

BC Stats has completed the annual review of the Work Environment Survey (WES) Questionnaire and is seeking approval on the recommendations for 2010 as described in this document. Aside from this cover letter, this package contains 4 components:

- Decision sheet listing proposed improvements and their rationales
- WES core questionnaire
- Special topic survey: Work Environment Challenges & Supports (Disability survey)
- Special topic survey: Frontline Service Providers

BACKGROUND:

The Work Environment Survey is a once a year opportunity to obtain opinions from all eligible BC Public Service employees. To make the most effective use of this opportunity, BC Stats continuously evaluates the survey instrument to ensure only valid and reliable indicators that allow us to maximize efforts to improve engagement are included. BC Stats aims to maintain a balance between steady improvements to the survey instrument and ample stability for effective comparison and performance measurement.

DISCUSSION:

Core questionnaire
BC Stats recommends **13 question deletions, 1 modification and 1 addition.** The modification serves to update the language to match the current language around the EPDP, and the addition is based on a new set of priorities around employee health and wellness.

The recommended deletions are non-model questions that have been selected on the criterion that they were deemed either

i) not reliable measures (not measuring consistently across respondents)
ii) not valid measures (not measuring what they are intended to measure), or
iii) redundant, as the item is measured more directly through another existing question.

Special topics
With a valuable opportunity such as a government-wide census, there are many appealing research topics that could be appended to the survey. On the one hand, the cost associated with adding additional topics to the Work Environment Survey is much less than running a separate survey and further, the response rate for the WES is typically very high, leading to high quality data. On the other hand, it is extremely important to maintain these high response rates by keeping the survey length to a minimum. Respondent burden is of great concern to BC Stats because of the threat to future response rates and employee trust.

1

OPTIONS: Aside from the per question changes in the core questionnaire which can each be approved/not approved, the higher level options for consideration include appending:

1) Neither of the special topics
2) Work Environment Challenges & Supports (Disability survey)
3) Frontline Service Providers
4) Both of the special topics[1]

PREPARED BY:

Jill Adams
Manager, Work Environment Survey
BC Stats
250-952-6822

REVIEWED BY:

Don McRae
Executive Director,
BC Stats
250-356-2119

Recommendations reviewed with Allan Seckel & noted in following pages

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[1] Appending both special topics would mean that some employees (front line workers who identify as having a disability) could receive both special surveys.

WES 2010 Suggested Revisions: <u>Core Questionnaire</u>

Modifications (1)

Section	Q #	Question	Decision	
Core	42	My e.performance (EPDP) ~~performance review~~ helps me achieve my ~~performance~~ goals.	(Approved)	Not Approved

Rationale
BC Stats feels it would be beneficial to be consistent with the labelling of the performance review with how it is labelled online. In addition, having the word 'performance' written in the question twice is awkward. There are other goals listed on the EPDP ("key work goals" and "career goals") so it may cause confusion to continue to call it performance goals.

Deletions (13) (none of the proposed deletions are model questions)

Section	Q #	Question	Decision	
Core	4	I have adequate opportunities to candidly express ideas.	(Approved)	Not Approved

model Q.

Rationale
This question is considered redundant with the inclusion of (Q5) and Q44. If employees have opportunities to provide input into decisions (Q5) and ideas are respected (Q44), then they have opportunities to candidly express ideas. These two more specific measures are of higher research value.

Section	Q #	Question	Decision	
Core	16	I am appreciated for the contribution I make to my organization.	(Approved)	Not Approved

Rationale
This question is considered unnecessary with the inclusion of Q17 and Q64. These two other questions measure receiving meaningful recognition for work well done (Q17), and whether employees know how their work contributes to the achievement of the organization's goals. Further, employees may disagree with this if they don't feel they are making a contribution (rather than whether they are appreciated).

Section	Q #	Question	Decision	
Core	23	I am proud of the work I do.	Approved	(Not Approved)

Rationale
This question is only moderately correlated with engagement and the distribution of responses consistently shows a low range (i.e; very few disagree with the question). This is deemed our least valuable non-model question as it tends to measure pride in own self and there is likely a confirmation bias here inflating results. There are other more valid measures of pride such as, *The work I do gives citizens' good value for their tax dollars* (80%), or *My work is meaningful* (76%), or more broadly, Q 71 (*I am proud to tell people I work for the BC Public Service*), and Q73 (*I would recommend the BCPS as a great place to work*).

3

Section	Q #	Question	Decision	
Core	41	Have you had a performance review in the last 12 months? A performance review may be a formal appraisal and/or an informal conversation with your supervisor about your performance.	Approved	Not Approved

Rationale

Data this question has gathered in the past is now available from the online records. A 'data dump' from the e.performance online tool would give us an accurate measure of whether employees have had a review, along with other additional details since completion is now mandatory. This question is no longer needed and it is recommended that supervisory accountability be based on the administrative records as opposed to employees' self reports. It is also problematic since the definition actually covers everything including an informal conversation with a supervisor – not actually what we are intending to measure.

Section	Q #	Question	Decision	
Core	47	The person I report to listens to my suggestions and ideas for improvement.	Approved	Not Approved

Rationale

The "person I report to" section contains nine questions and while it is a critical section, BC Stats scrutinized it in order to pare it down. The question listed above measures a one-way communication, whereas Q49 measures consultation, or a two-way communication with the employee. Question 49 was deemed more valuable since agreement with this statement implies the employee is also listened to through consultation.

Section	Q #	Question	Decision	
Core	51	The person I report to is an effective manager.	Approved	Not Approved
Core	52	The person I report to is an effective leader.	Approved	Not Approved

Rationale

Definitions of what constitutes a leader and a manager are not necessarily consistent across all employees which threatens the reliability of these two questions. Short of providing definitions for both, it was decided that the overall question, "I am satisfied with the quality of supervision I receive" does a good job of measuring both of these. This latter question has a higher correlation to engagement than both questions recommended for deletion.

Section	Q #	Question	Decision	
Core	54	The person I report to is open to flexible work arrangements to accommodate personal needs.	Approved	Not Approved

Rationale

While initially this seems like a valuable question, in some work units flexible work arrangements are easier to accommodate than others and it is not often up to the supervisor. The nature of the service provided dictates how much flexibility can be built in. The supervisory may be open to this, but the important aspect to measure is whether or not flexibility does exist, which in turn contributes to higher engagement. This is measured by Q31, I have support at work to balance my work and personal life.

4

Section	Q #	Question	Decision	
Core	60	Essential information flows efficiently from **staff** to **senior leadership**.	Approved	Not Approved

Rationale

This question is considered vague and not really actionable. Do staff actually know if their opinions make it to senior leadership or not? We do not know what constitutes 'essential information' (for all employees and work units it would be different) and if scores are low, it is not clear where one begins to lift them. Presumably one would start with the supervisors and since we have Q49 already, this question should suffice (The person I report to consults me on decisions that affect me).

Section	Q #	Question	Decision	
Core	74	Thinking of the last 12 months, please indicate how much workplace change you have experienced.	Approved	Not Approved
Core	75	Thinking of the last 12 months, please indicate the impact these workplace changes have had on you overall.	Approved	Not Approved
Core	76	Thinking of the last 12 months, please indicate which of the following workplace changes you have experienced. *(List of 11 changes)*	Approved	Not Approved

Rationale

The section, *Changes in your work environment*, is not a topic area that BC Stats feels needs to be included every year. BC Stats has done analysis on the impact of change on engagement two years in a row, and results were the same for the two years. BC Stats doesn't see future value added by leaving the section on especially following a time of significant change and restructuring for all employees. Removing the section frees up space for new topics to explore.

Section	Q #	Question	Decision	
Core	77	Were you informed of the 2009 Work Environment Survey results for your organization	Approved	Not Approved

Rationale

This question was added to ensure employees were made aware of their organization's results in the first couple years of the WES, however, it is not necessary to be included every year. We have several years of data on this, and now efforts may be directed toward ongoing conversations about results, and continuous involvement. Perhaps a question measuring employee level of involvement in leading changes, or whether or not employees see evidence of changes stemming from the survey results could be added next year as a natural progression. With the restructuring and timing of dissemination in 2009, employees may have difficulty answering this question.

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Additions (1)

Section	Q #	Question	Decision	
Core	32	I have support at work to maintain optimal personal health	Approved	Not Approved

Rationale

This question was proposed for addition by the Public Service Agency with the following rationale:

The Agency is tasked with a number of health and wellness initiatives for employees eg Quitting Time, Employee Family Assistance Program (Counseling), Flu vaccinations etc. There is also the occupational health and safety – ergonomics, air quality etc and safety requirements for employees with non-deskbound jobs. Most of these programs are preventative in nature that hopefully will result in less sick days taken or worse – chronic sick leave that result in high STIIP or LTD.

These types of programs are one of many perks of working for large employers like the BC Public Service but they cost money to run. In the long run, we want employees who take care of their mental and physical health. The employer can play a big role in creating or encouraging that behaviour. Wellness is all about a positive sense of oneself and one's own situation. In theory, optimal personal health leads to higher engagement and higher productivity so it would be beneficial to start measuring this.

Workplace Profile (4)

As outlined in the BC Public Service Employee Research and Analysis program MOU, questions previously included on the Employee Equity Survey will be included on the annual Work Environment Survey.

Section	Q #	Question	FYI only
Workplace Profile	N/A	Do you consider yourself to be... a person with a disability? *Yes/No*	(Prior approval)
Workplace Profile	N/A	an aboriginal person? *Yes/No*	(Prior approval)
Workplace Profile	N/A	a visible minority? *Yes/No*	(Prior approval)
Workplace Profile	N/A	Please indicate your sex: *Male/Female*	(Prior approval)

Agreed

Double-check
1. Can you refuse to answer (skip)
2. Have we double-checked
*   language is pc?*

6

Special Topic Addition #1: Work Environment Challenges and Supports (Disability Survey)

Section	Q #	Question	Decision	
Work Environment Challenges and Supports (Disability Survey)			Approved	Not Approved
Please see attached survey for specific questions				

Rationale

The first special topic proposed for inclusion supports one of BC's five great goals to "build the best system of support in Canada for persons with disabilities, those with special needs, children at risk and seniors". While several surveys have examined the labour market environment of disabled persons in the general public, very little research has been conducted on disabled employees in the BC Government. The BC Government has conducted a one-time online Workforce Profile Survey (WPS) with its new employees where they are asked whether they consider themselves to be a person with a disability. This question will now be included on the Work Environment Survey, however, this is the only question asked on the topic.

In support of the "Being the Best Human Resources Plan for 2009-10 / 2010-11," information gathered from this survey will assist the Provincial Government in facilitating greater awareness of the issues and needs of persons with disabilities within the Public Service. The objective of the Work Environment Challenges and Supports survey is to measure the work environment experiences of BC Government employees who report a disability. The definition used in the survey is the same as the one use in the Workforce Profile Survey (WPS), however, the survey collects more detail about the kind of supports needed, severity of the disabilities, and kind of supports that already exist. The survey includes a validity check to ensure people are self-identifying as having a disability based on the common definition provided. With this additional check, we will have a more accurate figure of the number of BC government employees with disabilities.

7

Special Topic Addition #2: Frontline Service Providers

Section	Q #	Question	Decision	
Frontline Service Providers			Approved	Not Approved
Please see attached survey for specific questions				

Rationale

The BC Public Service has established the Future of Work Initiative, which assumes a public service whereby greater service demands are placed on a smaller workforce. In the formation of this initiative, questions asked include, *"how can the public service continue to deliver the highest possible level of service in the most efficient and effective way?"* And *"how can that be done in a way that not only preserves but improves the 'front counter' physical presence of the public service on which many British Columbians rely?"*

In response to these challenges, the BC Public Service is exploring ways to transform service delivery at the community level with a vision of a more integrated, consolidate model that:

1. Offers simplification and clarity for citizens and business to make it easier to access services.
2. Puts more services online to improve timely and efficient access.
3. Helps address the challenge of a smaller workforce.

BC Stats conducted a Frontline Service Workers survey as an additional special topic to the Work Environment Survey in 2007 and 2008. There was little research done with the data collected from those two years, however, this year, there is interest to include the survey again. This is on the basis that there is recent emphasis on "front counter" work as the BC Public Service begins to improve service delivery models as described. A 2010 snapshot would provide more current baseline measures to inform these improvements.

8

Employment Equity Options for 2009

Options	Summary	Costs	Advantages	Disadvantages
A	Administer the Employment Equity (EE) Survey as a separate survey.	s.17 (depending on the data collection cycle and reporting requirements. These estimates are based on the options provided by Cathy Stock on March 25, 2009.)	- Maintain status quo (i.e. survey all new employees through the EE survey.) - Maintain high response rate (89% for EE) - Continue to collect data on the broader Public Sector (e.g. LDB, Oak Bay Lodge) - Enables other ministries (e.g. MCFD) to enhance their EE reporting through additional research projects.	- Higher administrative cost because we are managing two employee surveys—WES and EE. - There is no process for updating EE information because we are only surveying employees when they enter the Public Service. This could impact the data quality; for example, we could be underrepresenting the number of employees with disabilities as the workforce ages. We also have no way of measuring ethnic mobility within the Public Service.
B	Add the EE questions to the 2010 WES cycle	1.) s.17 s.17 - Includes survey planning, launch and administration of **4 demographic questions** to WES population (~27,000 people). - Communications plan including Q&A and extra phone and email support during WES fielding for sensitive questions.[1] - Employment Equity reporting by ministry, coding new occupations, and loading the 2006 Census data.[2] 2.) s.17 s.17 - Includes survey planning, launch and administration of **8 demographic questions** to WES population (~27,000 people). - Communications plan as above. - BC Stats to provide expertise on selecting	- Lower administrative costs because we are only managing WES. - Expand WES analyses to include EE variables, which would improve corporate analysis. - Expand WES analyses to include occupational data (4-digit NOC) from the EE database. (BC Stats has spent a considerable amount of time cleaning the occupational data for EE; these data could be used to expand the WES analyses.) - Improve data quality for the EE target groups by moving to an annual data collection cycle. - Reduce response burden for employees.	- Adding question to WES could result in a lower response rate and more "incomplete" surveys. This could impact the EE reporting by ministry (i.e. increased suppression.) - WES will provide a snap-shot in time only—April every year. The WES cohort is based on an extract pulled from CHIPS in mid-February. Employees who start after the extract date and are no longer employed in the following February will never be surveyed (e.g. forest fighters). We estimate this number to be about 1,200 employees.[3] - Add four additional questions to a lengthy survey. Employees are already answering 77 questions in WES. - Employees might have concerns about combining their EE information and their WES results.

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[1] The EE questions will be programmed as a separate questionnaire so we don't lose WES responses. This process will be similar to the programming developed for the Service BC Frontline Counter questionnaire. The respondents won't know it is two separate questionnaires.

[2] Loading the Census data will happen every five years.

[3] Between March 2008 and January 2009, we surveyed 4,748 people through the EE survey (excluding LDB). Of these, 75% (n=3,554) were still active on the CHIPS file for February 2009, and 25 % (n=1,194) were no longer active. Of these 1,194, the majority (N=991 or 83%) were auxiliary employee. These 1,194 employees were associated with the following ministries: Forests & Range (n=414 or 35% of missing employees), MCFD (n=121 or 10% of missing employees), Environment (n=97 or 8% of missing employee), Public Safety & Sol Gen (n=64 or 5% of missing employees), Transportation & Infrastructure (n=52 or 4% of missing employees), and Tech, Trade, & Economic Development (n=52 or 4% of missing employees).

Prepared by BC Stats, April 21, 2009

Employment Equity Options for 2009

Options	Summary	Costs	Advantages	Disadvantages
		demographic variables that would provide most valuable corporate analysis. • Demographic analysis and summary report highlighting most significant and meaningful findings between demographics and WES responses. • Employment Equity reporting as above.		
C	Add the EE questions to the Employee Entrance Survey.	TBD	• Lower administrative costs • Maintain status quo of the EE (i.e. survey all new employees) • Enables other ministries (e.g. MCFD) to enhance their EE reporting.	• Higher administrative cost because we are managing two employee surveys—WES and Employee Entrance Survey. • There is no process for updating EE information.

Prepared by BC Stats, April 21, 2009

From:	Matheson, Angela JTT:EX
Sent:	Tuesday, July 24, 2018 5:37 PM
To:	Prouten, James JTT:EX
Subject:	Fwd: WES 2010 - Workforce Profile Survey
Attachments:	ERA Partnership MOU 2009-2011.doc; ATT00001.htm

She sent this... don't think it will give us what we need though...

Sent from my iPhone

Begin forwarded message:

> **From:** "Stock, Cathy AG:EX" <Cathy.Stock@gov.bc.ca>
> **Date:** July 24, 2018 at 5:23:58 PM PDT
> **To:** "Matheson, Angela JTT:EX" <Angela.Matheson@gov.bc.ca>
> **Subject: FW: WES 2010 - Workforce Profile Survey**
>
> FYI
>
> ---
>
> **From:** McRae, Don LCS:EX
> **Sent:** Tuesday, June 2, 2009 1:30 PM
> **To:** Teo-Cheong, Shewwai PSA:EX <ShewWai.TeoCheong@gov.bc.ca>
> **Cc:** Herrin, Lee LCS:EX <Lee.Herrin@gov.bc.ca>; Stock, Cathy LCS:EX <Cathy.Stock@gov.bc.ca>; Adams, Jill LCS:EX <Jill.Adams@gov.bc.ca>; Matheson, Angela LCS:EX <Angela.Matheson@gov.bc.ca>
> **Subject:** FW: WES 2010 - Workforce Profile Survey
> Hi Shew,
> Here's a draft of the "all in one" MOU that we discussed back in April.
> Other than the Workplace Profile component, there shouldn't be anything new.
> On the other issue of a single point of contact covering the entire BC Public Service Employee Research and Analysis (ERA) program, the person will be Lee. I'll leave it up to you two to determine the meeting frequency (e.g. quarterly, monthly, bi-monthly, etc.) and schedule the times.
> Don
>
> ---
>
> **om:** Teo-Cheong, Shewwai PSA:EX
> **nt:** May 20, 2009 2:47 PM
> **:** Stock, Cathy LCS:EX
> **:** Adams, Jill LCS:EX; McRae, Don LCS:EX
> **bject:** RE: WES 2010 - Workforce Profile Survey
>> Thanks for this information. I am wondering about the last bullet in both the 2010 and 2011 cycle - analyzing the WES demographic reports should probably be part of the analytics fee schedule already paid for from the s.17 additional recently added.
>> I believe the analytics agenda right now is only filled up to 2009/10. Couldn't this piece of work be just be paid as part of the 2010/11 analytics agenda - either as a high or medium/low priority project to be determined by Kim H when the time comes?
>> **2 other updates:**
>> I spoke with LDB - they will be taking care of diversity stats themselves.
>> I spoke with Kim and she is committed to doing this via the giant MOU, but I just feel better when she has signed it. (for the record - I told Kim diversity stats are important for applying to top employers awards, for Q&A at estimates, and because some ministries are still dependent on them).
>> Don, for next steps, could you start to put together the giant MOU including both this and the Exit Survey? Can you have this ready for June 9?

1

Thanks.
Shew Wai Teo-Cheong,
Manager, Performance Measurement
BC Public Service Agency
3rd Floor, 810 Blanshard Street
Victoria, BC, V8W 9V1
Tel: 250-387-2154
Cell: 250-216-4329
Fax: 250-356-7074

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m: Stock, Cathy LCS:EX
nt: Friday, May 15, 2009 4:43 PM
: Teo-Cheong, Shewwai PSA:EX
: Adams, Jill LCS:EX; McRae, Don LCS:EX
bject: RE: WES 2010 - Workforce Profile Survey

Hi Shew,

Sorry for the delay in responding, it has been a hectic week.

I spoke to Jill and we can add the EE variables to the WES demographic reports but it will take some work. There will be the one time programming cost plus the annual cost to produce the reports. There is a fair bit of information produced in the demographic reports that has to be reviewed. For example, the WES analysts have to determine which categories are suppressed based on minimum reporting criterion, plus there are some additional costs associated with formatting the excel reports for each variable and ministry.

For the 2010 cycle you are looking at $^{s.17}$ for the project. This includes the following:

- Survey planning, launch and administration of 4 EE questions to WES population (~27,000 people).
- Communications plan including Q&A and extra phone and email support during WES fielding for sensitive questions.
- Employment Equity reporting by ministry, coding new occupations, and loading the 2006 Census data. (Jean will continue to produce these reports for you.)
- Programming the WES demographic reports to include the 4 EE variables.
- Producing and analysing the ministry WES demographic reports for the 4 EE variables.

For the 2011 cycle you are looking at $^{s.17}$. This includes the following:

- Survey planning, launch and administration of 4 EE questions to new employees only. (~2,000 people)
- Identifying the sample frame (new employees)
- Phone and email support during WES fielding for sensitive questions.
- Employment Equity reporting by ministry, and coding new occupations.
- Producing and analysing the ministry WES demographic reports for the 4 EE variables.

Please call me if you have any questions. Have a great long weekend.
Cathy

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m: Teo-Cheong, Shewwai PSA:EX
nt: May 13, 2009 4:48 PM
: McRae, Don LCS:EX
: Stock, Cathy LCS:EX; Adams, Jill LCS:EX
bject: WES 2010 - Workforce Profile Survey

Hi Don,

This is what I have gathered using a number of extrapolation and assumptions. Anything that is highlighted in orange means there is enough in size to get additional spreadsheets in demographic tables for WES reporting. Using this list as a proxy, could you figure for me the additional costs, if any assuming it will be one-time, for WES reporting in 2010 in your prep for the Schedule on funding. Thanks.

Organization	Pop.	Resp. Rate	Partic.	% Vis. Min.	% Aborig. People	% with Disab.	# Vis. Min.	# Aborig. People

2

s.22

Aboriginal Relations and Reconciliation

Advanced Education and Labour Market Development

Agriculture and Lands

Attorney General

BC Public Service Agency

Children and Family Development

Citizens' Services

Community Development

Education

Energy, Mines and Petroleum Resources

Environment

Environmental Assessment Office

Finance

Forests and Range

Health Services

Healthy Living and Sport

Housing and Social Development

Integrated Land Management Bureau

Labour

Office of the Premier

Public Affairs Bureau

Public Safety and Solicitor General

Small Business, Technology and Economic Development

Tourism, Culture and the Arts

Transportation and Infrastructure

Shew Wai Teo-Cheong,
Manager, Performance Measurement
BC Public Service Agency
3rd Floor, 810 Blanshard Street
Victoria, BC, V8W 9V1
Tel: 250-387-2154
Cell: 250-216-4329
Fax: 250-356-7074

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om: McRae, Don LCS:EX
nt: Wednesday, May 6, 2009 9:34 AM
: Teo-Cheong, Shewwai PSA:EX
bject: RE: Follow - Up

I'll see what we can do. We also need to add an Appendix H covering the Workplace Profile activities and I haven't priced out the possibility of a mid-year update.

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om: Teo-Cheong, Shewwai PSA:EX
nt: May 6, 2009 9:19 AM
: McRae, Don LCS:EX
bject: RE: Follow - Up

I meet with Kim monthly and so May 14 is my next meeting, following which is mid-June - I prefer not to wait that long if possible. Could you try for next week - I only need Schedule B - funding & C - deliverables - all others should not change much.
Shew Wai Teo-Cheong,
Manager, Performance Measurement
BC Public Service Agency
3rd Floor, 810 Blanshard Street
Victoria, BC, V8W 9V1
Tel: 250-387-2154
Cell: 250-216-4329

3

Fax: 250-356-7074

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m: McRae, Don LCS:EX
nt: Wednesday, May 6, 2009 9:11 AM
: Teo-Cheong, Shewwai PSA:EX
bject: RE: Follow - Up

It will probably be the week after that (May 18 to 22). s.22
(Monday), to brief her on the developments. s.22   so
the next week is probably more realistic.

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m: Teo-Cheong, Shewwai PSA:EX
nt: May 6, 2009 8:49 AM
: McRae, Don LCS:EX
: Stock, Cathy LCS:EX; Ten Have, Jean LCS:EX
bject: RE: Follow - Up

Thanks for this information, when should I be expecting a draft MOU that I can bring with me for
discussion with Kim. Would early next week work?
Shew Wai Teo-Cheong,
Manager, Performance Measurement
BC Public Service Agency
3rd Floor, 810 Blanshard Street
Victoria, BC, V8W 9V1
Tel: 250-387-2154
Cell: 250-216-4329
Fax: 250-356-7074

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m: McRae, Don LCS:EX
nt: Tuesday, May 5, 2009 1:59 PM
: Teo-Cheong, Shewwai PSA:EX
: Stock, Cathy LCS:EX; Ten Have, Jean LCS:EX
bject: RE: Follow - Up

Hi Shew,
Here's an inventory of the organizations that will be excluded from the Workplace Profile reporting under
the proposed new delivery model. In total we'll loose just over 6200 employees, of which 3600 are with
the LDB. By coincidence, Jean just received a request from the LDB last week asking for a report.
Apparently, they are applying for the "Canada's Top 100 Employers" competition and wanted the report
to support their application.
<< File: Workplace Profile-excluded in 2010.doc >>
I've check around re legislative requirements for Government to compile data in support of employment
equity s.13
s.13   Apparently back in 2002 when the new Liberal
Government decided to shelve the program, the Opposition (Joy McPhail) raised the question re
Government's commitment to employment equity, which prompted the PSA to reinstate it.
Don

---

m: Teo-Cheong, Shewwai PSA:EX
nt: April 30, 2009 1:35 PM
: McRae, Don LCS:EX
bject: Follow - Up

Hi Don, thanks for the meeting this morning.
I forgot to mention this - could you also include in the new MOU as an optional item to administer a one
time survey in the summer (June/July) to capture the diversity of the auxiliary (seasonal) employees -
Forest particularly would like us to capture that group if possible.
Thanks.
Shew Wai Teo-Cheong,
Manager, Performance Measurement
BC Public Service Agency
3rd Floor, 810 Blanshard Street
Victoria, BC, V8W 9V1
Tel: 250-387-2154
Cell: 250-216-4329
Fax: 250-356-7074

4

July 20, 2009   BC PUBLIC SERVICE EMPLOYEE RESEARCH & ANALYSIS PROGRAM

PROJECT #1551

To: Kim Henderson
       Deputy Minister Ministry of Citizens' Services
       PO BOX 9410 Stn Prov Gov't
       Victoria BC
       V8W 9V1

From: Don McRae
       Provincial Statistician & Executive Director
       BC Stats
       PO Box 9410 Stn Prov Gov't
       Victoria, BC
       V8W 9V1

RE: **BC Public Service Employee Research & Analysis Program
       2009/10 to 2011/12**

Terms of Reference

This Memorandum of Understanding (MOU) outlines the partnership agreement between
BC Stats and the BC Public Service Workforce Planning and Leadership Secretariat to deliver:

- The BC Public Service Work Environment Survey (WES)
- The BC Public Service Work Environment Survey Analytics Program
- The BC Public Service Exit Survey
- The BC Public Service Workplace Profile Survey

This MOU, describing project #1551 replaces all terms and conditions previously outlined in
Project #1450 and #1281. The term of this agreement is from April 1, 2009 to March 31, 2012
with possible extension beyond this date.

Termination

Either the Workforce Planning and Leadership Secretariat or BC Stats can, at their sole
discretion, cancel or renegotiate this agreement, or specific deliverables itemized in Appendices
F, G, H & K, by providing six months written notice.

SCHEDULE A – ROLES AND RESPONSIBILITIES OF THE PARTNERS

BC Stats

BC Stats' primary role in this partnership is the ongoing operation and continuous improvement of the various corporate employee surveys and analysis noted in the Terms of Reference. With respect to all key decision documents necessary to execute the program, BC Stats' role is to produce plans and drafts for which the Workforce Planning and Leadership Secretariat will either provide or secure approval.

BC Stats has played, and will continue to play, the lead role in developing the intellectual property represented by the program (e.g. the questionnaire, the model, the report formats, software for the automation of reporting, etc.). BC Stats will continue to conduct research studies on topics relevant to employee engagement, turnover and target group representation to support improved reporting of survey results and improved decision-making by participating organizations.

BC Stats will be the delivery agent for the various surveys and will be compensated as set out in Schedule B by the Public Service Agency on behalf of participating organizations. This compensation covers all of the costs incurred by BC Stats of maintaining a year-round capability to field, report and improve the survey on a continuing basis. This may include contracted resources as required by BC Stats.

BC Stats agrees to use the Where Ideas Work Endorsed Mark where appropriate on paper or electronic reports produced for the program. The branding of the program will follow the specifications as outlined in the BC Public Service Graphics Standards Guide, and BC Stats will work in conjunction with the Workforce Planning and Leadership Secretariat to develop a new look each year for the various surveys. The brand will be consistent throughout all parts of the program (e.g. final reports, the online survey, the postcard reminder, response rate tracker, the advertising poster, other related communications, etc.).

The BC Public Service Workforce Planning and Leadership Secretariat

The Workforce Planning and Leadership Secretariat's main roles in this partnership are:
- the provision of strategic direction for the program,
- securing funding to support the program,
- distributing reports to participating organizations via a secure electronic portal,
- communicating and consulting with stakeholders and participating organizations, and
- securing the necessary approvals for the successful conduct of the program.

There are many decisions about the overall direction of the program that are the domain of the Workforce Planning and Leadership Secretariat in consultation with stakeholders. Where these decisions have implications that may affect the measurement aspects of the program, the Workforce Planning and Leadership Secretariat will work with BC Stats to produce a set of recommendations around options for changing the measures.

It is the Workforce Planning and Leadership Secretariat's responsibility to secure agreements with the participating organizations to fund the program at the level agreed in Schedule B through the duration of this agreement.

The Workforce Planning and Leadership Secretariat's existing relationships and reach into the participating organizations are a critical asset to the success of the program. The Workforce Planning and Leadership Secretariat will facilitate communications and outreach with all

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stakeholders and participating organizations as required to ensure the long-term success of the program.

It is the Workforce Planning and Leadership Secretariat's responsibility to outline a process of obtaining approvals so that BC Stats' final recommendations on the following are approved in a timely fashion:

- survey and reporting timelines,
- questionnaire design including recommended changes to the questionnaire,
- population frame including the definition of organizations included in the survey as well as the criteria for including or excluding respondents,
- schedule and timing of products and services to be delivered as part of the core in any given year,
- identification and selection of priority topics for the research agenda,
- any other document or plan necessary for the conduct of the survey.

Once approved, these documents and plans will be attached to this MOU as Appendices. It is intended that each critical document will be approved on an annual basis and a new approval will need to be attached each year.

The Workforce Planning and Leadership Secretariat agree to source BC Stats and to use the BC Stats word mark where appropriate on all paper or electronic reports produced for the program.

Both BC Stats and the Workforce Planning and Leadership Secretariat recognize the importance of analysis and peer review to the continued successful evolution of the BC Public Service Employee Research and Evaluation program. To this end, BC Stats and the Workforce Planning and Leadership Secretariat reserve the right to conduct analysis and disseminate results at conferences, in scholarly journals or through other medium deemed fit. BC Stats and the Workforce Planning and Leadership Secretariat will inform each other prior to any distribution to external organizations of materials derived from the BC Public Service Employee Research and Evaluation program.

SCHEDULE B - FUNDING

The Workforce Planning and Leadership Secretariat will provide BC Stats with funding to off-set the cost associates with the development and delivery of the various components of the program of the following amounts:

Component	2009/10	2010/11	2011/12
BC Public Service Work Environment Survey (WES)	s.17		
BC Public Service Work Environment Survey Analytics Program			
BC Public Service Exit Survey			
BC Public Service Workplace Profile Survey			
Total			

Both parties understand that subsequent surveys may result in a different set of core products and/or costs. Should this happen, BC Stats agrees to provide a business case for increased costs, including details of the new products that should not be lesser in content, quality or value than those provided in 2009.

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Further, it is understood that managing the program within the above stated 2010/11 and 2011/12 funding envelopes may require modifications to the project timelines given in Appendices A, F, I and K. Project timelines will be determined prior to the commencement of each survey cycle.

SCHEDULE C - OTHER MATTERS

1. Decision and Approval Process

The Workforce Planning and Leadership Secretariat and BC Stats understand that there will be issues with regard to the administration of the BC Public Service Employee Research & Analysis Program that will require decisions from both organizations. The parties agree to meet regularly to deal with these concerns.

The purpose of these meetings includes but is not limited to:
- providing a forum to which either party can bring their concerns and jointly decide the level of approval on both sides necessary to resolve issues,
- informing the Workforce Planning and Leadership Secretariat on the progress of deliverables, and
- vetting key pre- and post-survey communiqués.

Meetings surrounding the launch and reporting out of the survey will be scheduled as necessary. This does not preclude either party from calling for a meeting should there be urgent decisions and approvals required.

2. Project Scope

The Workforce Planning and Leadership Secretariat, and BC Stats recognize there has been interest from many parties within the BC Public Service to utilize the information generated though this program as the vehicle for collecting employee data. Only requests that come from Deputy Ministers will be reviewed by BC Stats and the Workforce Planning and Leadership Secretariat through the Decisions and Approval Process.

BC Stats will provide advice on the impact these requests may have on the survey operations, respondent fatigue, stability of the survey instrument for year over year comparability, the model and costs.

The Workforce Planning and Leadership Secretariat will consult with BC Stats to ensure the same impact analysis outlined in the above paragraph will be done to protect the interests of the Province of British Columbia. The responsibility of the final approved questionnaire, invitation letters, population definition and research agenda lies with Deputy Ministers' Committee on the Public Service and the approval document will be signed on their behalf by the head of the Workforce Planning and Leadership Secretariat.

BC Stats agree to support and provide required documentation in a timely manner to enable the Workforce Planning and Leadership Secretariat to fulfill its responsibility to secure the necessary approvals.

In the case of the Work Environment Survey, all questions arising from the Employee Engagement Interjurisdictional Initiative (EEII) Usage and Data Sharing Protocol, of which British Columbia is a member, will continue to be included in the project scope. There are currently 19 questions that all jurisdictions participating in EEII have agreed to include in their next annual employee surveys (See Appendix B for questions). Aggregated results from these questions are used to produce reports to update the Public Service Commissioners during their

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annual conference. The questions to be included or excluded in subsequent surveys may change.

All participating organizations are outlined in the appendices' to this Memorandum. Generally, BC Public Service employees are included that are "regular employees who are not on long-term leave and who were employed directly by ministry and where the head of the participating organization has a reporting relationship to the Deputy Minister to the Premier and Cabinet Secretary."

It is the responsibility of BC Stats to work with excluded groups who are interested in conducting a similar survey to determine fielding details and costs. Interested groups who are excluded in the population definition are outside the scope of this Memorandum. Results for groups will be reported separately, and will not be included in the BC Public Service overall reports.

3. Custom Tabulations or Organization-Specific Analysis

In past surveys, many participating organizations have requested custom tabulations beyond the standard products in the various appendices to meet their data needs for decision-making and planning. BC Stats and the Workforce Planning and Leadership Secretariat agree that co-ordinating requests can enable like organizations to benefit from the knowledge of these custom tabulations.

The Workforce Planning and Leadership Secretariat will work with participating organizations to facilitate the sharing of the types of custom products or services ordered, the requesting organization, and expected delivery time of such requests by BC Stats. BC Stats will provide bi-monthly updates listing these requests to the Workforce Planning and Leadership Secretariat for these participating organizations on a quarterly basis. The Workforce Planning and Leadership Secretariat will distribute these lists to participating organizations in order to facilitate a broader understanding of what others have been doing.

Payment for these requests is not covered by this Memorandum. BC Stats is responsible for coordinating the ordering and payment of these additional services directly with organizations. Special request orders will be processed by BC Stats throughout each cycle.

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4. Workforce Planning and Leadership Secretariat Warehousing and Business Intelligent (BI) Solution

The Workforce Planning and Leadership Secretariat will be introducing a warehousing and BI solution. The Corporate Human Resources Information Payroll System (CHIPS) and other HR related data sources will be key data sources for the solution. As part of the needs gathering process among data consumers (namely the HR executive community), many identified survey data as a primary source for decision making and planning, and would like it to be included in the solution. BC Stats recognizes the need to integrate aggregated survey data into the Workforce Planning and Leadership Secretariat's BI solution.

The Workforce Planning and Leadership Secretariat respects that survey data collected by BC Stats is protected under the authority of the *Statistics Act* and the legal obligation to ensure all responses remain completely confidential.

As part of the BI solution, the Workforce Planning and Leadership Secretariat will implement a multi-level data structure that represents the organizational structure. If the multi-level data structure is available within the term of this Memorandum, BC Stats will work with the Workforce Planning and Leadership Secretariat to transition existing work unit roll-up structures to this multi-level data structure for reporting and analysis.

Acceptance

Agreed by the undersigned:

_____
Don McRae
Provincial Statistician & Executive Director
BC Stats

July 20/09
Date

_____
Kim Henderson
Deputy Minister
Ministry of Citizens' Services

_____
Date

BC Stats
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Client Financial Coding

To be completed by your spending authority or financial officer

Contact information (if different from spending authority)

Name:	Rueben Bronee
Phone:	250 953-3460
Fax:	250 356-7391
Email:	Rueben.Bronee@gov.bc.ca

BC Government ministry (or equivalent)

s.17

Ministry:

Service line:

Resp. center:

STOB:

Project:

APPENDICES: 2009/10

Work Environment Survey
Appendix A: BC Stats' Project Timelines for WES 2009 (Cycle IV)

Appendix B: Employee Engagement Interjurisdictional Initiative Team (EEIIT) 2009 Questions

Appendix C: Population Definition and Participating Organizations for WES 2009

Appendix D: Final Questionnaire for WES 2009

Appendix E: Final Survey Communications for WES 2009

Appendix F: Products and delivery dates included in the core price for WES 2009

Work Environment Survey Analytics
Appendix G: WES Analytics Research Agenda 2009-2010

BC Public Service Employee Exit Survey
Appendix H: Exit Survey reporting schedule and description of deliverables

Appendix I: Exit Survey questionnaire

Appendix J: Exit Survey population frame including the definition of organizations included in
the survey as well as the criteria for including or excluding respondents

BC Public Service Workforce Profile Survey
Appendix K: Workplace Profile reporting schedule and description of deliverables

Appendix L: Workplace Profile questionnaire

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Prouten, James JTT:EX

From:	Matheson, Angela MTIC:EX
Sent:	Friday, May 26, 2017 4:48 PM
To:	Prouten, James MTIC:EX; Vickery, Elizabeth M MTIC:EX; Wetterberg, Trish MTIC:EX; Abuda, Tanis MTIC:EX
Cc:	Yurchak, Stephanie MTIC:EX
Subject:	FW: New Job Survey materials
Attachments:	New Job Survey - May 26.docx; New Job Survey_Population Definition.docx; NJS letters - May 26.docx; BC Stat's Rationale.docx

Just a heads up that Lori Halls will be reviewing the first three attached documents (our final version of the new job survey, invitation, reminders and population scope) next week. If all goes well we are on track to launch June 20th!

From: Yurchak, Stephanie MTIC:EX
Sent: Friday, May 26, 2017 4:43 PM
To: Adams, Jill PSA:EX
Cc: Matheson, Angela MTIC:EX
Subject: New Job Survey materials

Hi Jill,

Attached is the New Job Survey questionnaire, population definition and invitation/reminder letters for Lori's approval. We have June 2 in our timeline for receiving her sign off on these documents.

In the population definition we have added in an additional exclusion based on the leadership bands as your mentioned we want to exclude band 6 as well as ADMs. We have left this for you to finalize as you mentioned you would be following up with Allan on this.

Additionally there were some final decisions made on four topics of which our rationale is outlined in the final document attached. If you have any questions or concerns please let me know ☺

Thanks,

Stephanie Yurchak
Research Analyst, BC Stats
Service BC
Ministry of Technology, Innovation & Citizens' Services
T: 250-480-8735 | Web: http://www.servicebc.gov.bc.ca
"Access to government services made easy"

1

New Job Survey: Population Definition

Below is the New Job Survey population definition. This document describes who will receive the survey. All groups marked 'OUT' are considered outside the population and will not be surveyed. All active employees listed in the CHIPS file, and who underwent an internal staffing action, external hire or external rehire are included in the survey. Eligible respondents will receive the survey 12 weeks after their effective start date, unless specifically excluded under one of the following categories:

Summary of Exclusions

Exclusion 1 – Employees working for agencies, boards and commissions

Exclusion 2 – Employees not covered by the Public Service Act

Exclusion 3 – Employees with miscellaneous or short-term appointment classification (i.e., do not have regular or auxiliary status)

Exclusion 4 – Employees not active at time of survey launch[1]

Exclusion 5 – Special cases

Exclusion 6 – Employees with no contact information (i.e., no email address)

Exclusion 7 – Employees rehired if less than 5 years has lapsed since last employed by BCPS

Exclusion 8 – Employees involved in a staffing action other than the following: Auxiliary, Auxiliary Rehire, Lateral Transfer, Permanent, Permanent After 90 Days, Temporary Appointment <7 Months or Temporary Appointment >7 Months[2]

Exclusion 9 – Employees involved in a staffing action where their position number has not changed (e.g., auxiliary contract renewal)

Exclusion 10 – Employees involved in a staffing action with a concurrent employment that is not terminated or retired (i.e., those who remain in a prior position as well as entering a new position)

Exclusion 11 – Senior Leaders who are in Band X as well as Assistant Deputy Ministers.

The following section, *Defining the target population*, outlines specific cases where employees will be excluded (for reasons 1 – 5) from the population. Counts listed in the tables are subject to change as the Payroll System (CHIPS) is in constant flux. Decisions around inclusion/exclusion need to be made continuously as new organizations are created, or other employee groups enter

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[1] The survey will be sent to employees 12 weeks after their effective start date of their new job. If an employee is not active at this time, they will be excluded from receiving the survey.
[2] Excluded staffing actions are: Demotion, Direct Appointment, Direct Appt After 90 Days, Direct Appt within 90 Days, Extension of Assigmt/Appt, OIC Amendment, OIC Within 90 Days, Order in Council, Order In Council After 90 Days, Permanent Within 90 Days, Recall from LOF/New Sen Unit, Recall from LOF/Same Sen Unit, Recall from Suspension, Rehab Placement, Return from Temporary Appt, Secondment After 90 Days, Secondment In, Secondment Within 90 Days, Surplus Employee Placement, Transfer In, Transfer In After 90 Day, Transfer In Within 90 Days

into the system. <u>This is particularly true following significant reorganizations in the BC Public Service.</u>

1.0 DEFINING THE TARGET POPULATION

The target population for the New Job Survey is modelled after that used for the Work Environment Survey (WES) to maintain consistency with regular employee surveys. In the 2003 and 2005 Work Environment Surveys, the Office of the Auditor General (OAG) defined the population as,

> "All regular employees who are not on long-term leave and who were employed directly by a ministry."

This definition was further revised in 2008 to include any groups for which the head of the organization reported to Deputy Minister to the Premier. In short, the target population for the Work Environment Survey is all employees active in the Corporate Human Resource Information and Payroll System (CHIPS) working in an organization that has a direct report to the head of the BC Public Service.

Identifying exclusions

The following exclusions will be used for the New Job Survey to have a comparable population with WES:

1. Employees working at agencies, boards, and commissions
2. Employees not covered by the *Public Service Act*
3. Employees with miscellaneous or short-term appointment classification (i.e., do not have regular or auxiliary status)
4. Employees not active at time of survey launch
5. Special cases

Figure 1. Example of exclusion table

Organization	2015 WES Status	2015 WES Count	New Job Status
Group A	IN	85	OUT
Group B	OUT	396	OUT
Group C	IN	65	IN
Total		546	

2015 WES Status: Shows whether this group was included or excluded from WES 2015.

2015 Counts: Shows the number of employees in each group based on the August 4th, 2015 CHIPS file.

New Job Status: For each exclusion category, confirm whether the group will be included (IN) or excluded (OUT) from the survey.

Please note: Some employees may be excluded for multiple reasons, so the counts from the individual exclusion tables may not add up to the total number of excluded employees.

EXCLUSION 1. Employees working for agencies, boards, and commissions (ABC's)

BC Stats identified several agencies, boards and commissions which are listed in the CHIPS file but are not considered ministries. These were mostly identified using the field 'Ministry' in the CHIPS file. This is set to 'NOT a Ministry' for most ABCs in the additional 'minval' field that is updated through a look-up table during the extraction process.

Working for agencies, boards, commissions	2015 WES Status	2015 Count	New Job Status
Agricultural Land Commission (AGRI, 130-1020)	OUT	25	OUT
BC Farm Industry Review Board (AGRI, 130-1880)	OUT	7	OUT
BC Pension Corporation	OUT	496	OUT
BC Representative for Children & Youth	OUT	54	OUT
BC Utilities Commission	OUT	41	OUT
BPCP Authority of BC	OUT	36	OUT
Community Living BC	OUT	558	OUT
Conflict of Interest Commissioner	OUT	4	OUT
Destination BC Corp.	OUT	100	OUT
EAB and Forest Appeals Commission ('Environm'l Bds & Forest Comm's')	OUT	14	OUT
Elections BC ("Fringe" in WES 2013 and 2015)	FRINGE -- IN	52	OUT
Forest Practices Board	OUT	21	OUT
HQTB Passenger Transportation Board (TRAN, 034-2419)	OUT	4	OUT
Office of the Auditor General	OUT	108	OUT
Office of Information and Privacy Commissioner ("Fringe" in WES 2013)	FRINGE -- OUT	35	OUT
Labour Relations Board (JTST)	OUT	42	OUT
LRB ESB Tribunal (127-1841)	*OUT*	*3*	OUT
LRB Mediation (127-1882)	*OUT*	*5*	OUT
LRB Legal (127-1887)	*OUT*	*3*	OUT
LRB Adjudication (127-1881)	*OUT*	*10*	OUT
LRB General Administration (127-1884)	*OUT*	*4*	OUT

LRB Office of the Chair (127-1880)	*OUT*	*1*	OUT
LRB Registration (127-1883)	*OUT*	*16*	OUT
Office of the Merit Commissioner	OUT	6	OUT
Office of the Ombudsperson ("Fringe" in WES 2013 and 2015)	FRINGE -- IN	54	OUT
Police Complaints Commissioner	OUT	17	OUT
Property Assessment Appeal Board (CSCD, 060-2731))	OUT	8	OUT
Royal BC Museum	OUT	130	OUT
Workers Compensation Appeals Tribunal (JTST)	OUT	107	OUT
WCAT Chair (127-1920)	*OUT*	*3*	OUT
WCAT Operations (127-1924)	*OUT*	*65*	OUT
WCAT Registrar (127-1926)	*OUT*	*30*	OUT
WCAT Tribunal Counsel (127-1922)	*OUT*	*9*	OUT
ABC employees (Out)		**1867**	
ABC employees (In)		**52**	
Total ABC employees (In and Out)		**1919**	

EXCLUSION 2. Employees not covered by the *Public Service Act*

BC Stats identifies employees outside the *Public Service Act*, using the field 'Public Service Act (PSA).'

Employees outside the Act		2015 WES Status	2015 Count[3]	New Job Status
Justice[4]	BC Board of Review (105-1415)	OUT	1	OUT
	BC Human Rights Tribunal (105-0676)	OUT	6	OUT
	Civil Resolution Tribunal (105-1548)	OUT	1	OUT
	Provincial Court Judiciary (105-1115)	OUT	157	OUT
	Superior Court Judiciary (105-1200)	OUT	12	OUT
	Coroners (some are already captured as they are considered covered by the PSA). The rest are set as 'IN'. (010-1900; 010-1901; 010-1902; 010-1903; 010-1904)	IN	69	IN
Technology, Innovation and Citizens Services	Product Services[5] (some are already captured as 'IN' as they are considered covered by the PSA). The rest are set as 'IN'. (067-5000, 067-7808) Other Department IDs, 067-7809, 067-7812, and 167-7816 were not located in 2015	IN	15	IN
Education	Teacher Regulation Branch (063-1000)	OUT	1	OUT
Elections BC	Elections – Chief Elections Off (015-1018)	OUT	1	OUT
Finance	Government House - House Staff (022-5221 was deptid 022-5225 in WES13)	OUT	6	OUT
Community, Sport & Cultural Development	Auditor General for Local Government (060-7801)	OUT	1	OUT
Health	Snr Chair, Mental Hlth Review (026-3828)	OUT	1	OUT
International Trade	BC Special Rep. in Asia (065-5535)	OUT	1	OUT

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[3] These counts are for non-*Public Service Act* employees only. There are other staff in these groups who are included in the Public Service Act and are therefore included in the survey.

[4] In previous WES cycles, some Provincial and Superior Court Judiciary were excluded for non-PSA reasons. In 2013, all court judiciary were excluded under special exclusions for ease.

[5] This group of employees at Queen's Printer are hired under CUPE, not the BCGEU.

Jobs, Tourism and Skills	ADM's Office, Tourism and Small Business (125-3303)	OUT	1	OUT
Office of the Information and Privacy Commissioner	Deputy Minister's Office – IPC (009-0100)	OUT	1	OUT
Office of the Ombudsperson	Exec Admin (007-0047)	OUT	1	OUT
ABCs	Multiple – see Exclusion 1	OUT	730	OUT
PSA employees (Out)			**921**	
PSA employees (In)			**84**	
Total PSA employees (In and Out)			**1005**	

EXCLUSION 3. Employees who do not have regular status

In the 2006-2015 Work Environment Surveys, regular and auxiliary employees were included, while miscellaneous appointments and short-term appointments were excluded. The table below is based on the CHIPS field 'appointment status.'

Employees without regular status	2015 WES Status	2015 Count	New Job Status
Appointments under 30 days (Royal BC Museum (077-0035, 077-0067, 077-0080)	OUT	8	OUT
Miscellaneous Appointment – all from ABCs or Non-PSAs: BC Utilities Commission; LRB; WCAT; BC Human Rights Tribunal (105-0676); and Teacher Regulation (063-1000)	OUT	87	OUT
Total employees without regular status (Out)		**95**	

EXCLUSION 4. Employees not active at time of survey launch

Only 'active' employees are included in data extract that BC Stats receives from the Public Service Agency. Employees on pre-retirement leave, those taking educational leave, or other forms of paid or unpaid leave are excluded from the population frame.

EXCLUSION 5. Special cases

BC Stats has received requests over the years for specific groups to be removed from the population. These groups were removed if they conformed to the criteria laid out in the exclusion definition. For each group, BC Stats identified the group using the relevant ministry and/or Department IDs.

Organization	2015 WES Status	2015 Count	New Job Status
Islands Trust, Community, Sport & Cultural Development In 2007, Community Services requested that Islands Trust not be included in the results for Community Services because the work done by Islands Trust is not connected to the government's work (060-7755, 060-7756, 060-7757, 060-7758, 060-7759, 060-7760, 060-7761, 060-7762, 060-7763, 060-7764, 060-7765, 060-7766, 060-7767, 060-7768).	OUT	52	OUT
Auditor General for Local Government, Community, Sport & Cultural Development In 2013, a request came in to exclude this group. They are excluded from WES because they are established as an arm's length, independent agency. They are not supposed to be affiliated to any Ministry but as a result of a technicality in the legislation, they must appear under a Ministry in order to administer their provincial funding (060-7801).	OUT	12	OUT
Seed Orchard, Forests, Lands and Natural Resource Operations Seasonal workers (128-2855, 128-2857, 128-2860, 128-2862, 128-2864, 128-2868, 128-2870)	IN	66	IN
Wildfire Management Branch, Forests, Lands and Natural Resource Operations Excluded as they are seasonal. List used to exclude this group was taken from the employee list that was provided to run their external WES. (128-2565, 128-2569, 128-2570, 128-2573, 128-2580, 128-2583, 128-2590, 128-2593, 128-2599, 128-2604, 128-2613).	OUT	1471	IN
Judiciary, JUS In March 2006, the Chief Judge requested that all administrative employees working for the Provincial and Superior Court Judiciary be removed.	OUT	399	OUT
Provincial Court Judiciary Admin, JUS (105-1125)	*OUT*	*92*	OUT
Superior Court Judiciary, JUS (105-1200)	*OUT*	*138*	OUT
Judicial Justice Centre, JUS (105-0864)	*OUT*	*12*	OUT
Provincial Court Judiciary, JUS (105-1115)	*OUT*	*157*	OUT
Public Guardian and Trustee, Justice Public Guardian and Trustee was run as a "Fringe" survey in WES 2013. For WES 2015 this group will run as separate from Justice and will be included in "Core" WES. (105-0581, 105-0584, 105-0585, 105-0588, 105-0589, 105-0698, 105-0755, 105-0756, 105-0762, 105-0766, 105-0767, 105-0768, 105-0770, 105-0772, 105-0773, 105-0774, 105-0775, 105-0776, 105-0777, 105-0780, 105-0782, 105-0784, 105-0785, 105-0786, 105-0790, 105-0797, 105-0798)	IN	258	IN

Political Appointments, Office of the Premier This group was excluded on the basis that the employees fill a political roll (PO Correspondence Branch, 004-0032 and PO Executive Branch, 004-0031).	OUT	23	OUT
Secondment to VACFSS, Children and Family Development These employees are seconded from MCFD to an Aboriginal Social Work agency in Vancouver. Their pay cheques are JV'd to the organization from the ministry and they do not report to the Deputy Minister or the Deputy Minister to the Premier. (039-1532). Other Department IDs, 039-1546, 039-1577 and 039-1587 were not located in 2015	OUT	1	OUT
Employment Assistance Appeals Tribunal (EAAT), Social Development and Social Innovation The EAAT is an independent organization that adjudicates ministry decisions and is not accountable to the Deputy Minister of Social Development. The executives of Social Development are not accountable for the work environment at the EAAT (XDA Service Quality Advocate, 031-6001 and 059 BC Empl & Asstnc Tribunal, 031-7095).	OUT	13	OUT
Emergency & Health Services Commission, Health This group was identified in the 2011 WES cycle. The employees in this group work for the Emergency Health Services Commission and are listed as ministry employees for administrative purposes only (026-4235, Ambulance Billing) Other Department ID BCAS Payroll, 026-4244 was not located in 2015.	OUT	1	OUT
Sr Chair, Mental Health Review Board, Health This group was identified during the 2011 WES roll-up phase. The Mental Health Review Board reports through to the ministry for administrative purposes only and do not have any direct responsibilities related to the ministry (026-3828).	OUT	6	OUT
Office of the Seniors Advocate, Health This group was identified during 2015 WES roll-up phase. It was established in 2014 as an independent office of the provincial government. (026-3816)	OUT	10	OUT
EMBC Structure Protection, Transportation and Infrastructure This group was identified during 2015 WES roll-up phase. They are all aux and the SHR for TRANS requested they be excluded (034-9309)	OUT	11	OUT
Recruitment Center Sheriffs, Justice This group was identified during 2015 WES roll-up phase. They are temporary employees of the recruitment center (105-1367)	OUT	18	IN
Special cases in 2015 (Out)		2075	
Special cases in 2015 (In)		324	
Total special cases in 2015 (In and Out)		2399	

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BC PUBLIC SERVICE NEW JOB SURVEY

INTRODUCTION

Congratulations on your new job! You were chosen to do this survey because you started a new job in the BC Public Service approximately three months ago. This survey is your chance to share your thoughts and opinions about your new job so far. We are also interested in learning about your experiences during the hiring and orientation process as well as what motivated you to take on this new opportunity in the BC Public Service.

Throughout this survey, please navigate via the Next button.

- If you wish to review your answers, use your Back and Next buttons.
- If at any time you leave the survey, or in the event that your internet connection is lost, you may return using the link provided. In this case, you will resume the survey from the last page you were viewing when the survey stopped.
- Once you submit your completed survey, you will be unable to view the answers you provided.

PROTECTING YOUR CONFIDENTIAL INFORMATION

The information in this survey is collected and kept confidential in accordance with the ***Statistics Act***, for statistical and research purposes. When survey results are published, your responses will be combined with the responses of others so that you cannot be identified.

If you have any questions or run into technical difficulties, please contact BC Stats by email **BCStats.SurveyMailx@gov.bc.ca** or call toll free 1 (888) 447-4427.[1]

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[1] This statement will appear on the bottom of each page of the online version.

DEFINITIONS

Throughout the survey some terms have definitions specific to the BC Public Service context. These terms are presented using bold and underlined text and you may click them to see our definition. A link to the definitions is also available in the footer on each page of the survey.

- **Workplace** refers to the section or program area within the organization where you work.

- **Workplace processes** refers to the standard administrative, financial or organizational procedures in place that support regular business operations (e.g., obtaining approvals, requesting supplies, etc.).

- **Organization** refers to your ministry, agency, office or commission of the Province.

- **Person I report to** refers to your immediate supervisor or manager. If you report to more than one supervisor or manager, please answer the question thinking about the person who oversees most of your work.

- **Coaching** refers to a formal or informal professional relationship in which a coach works with an employee to identify goals and related outcomes, while continually assessing progress made and the impact of one's efforts.

- **Mentoring** refers to a formal or informal professional relationship where a more senior or experienced person shares knowledge and provides guidance to a less experienced employee to help one grow professionally.

- **Job Agent** refers to the MyHR service on the BC Public Service website that sends email notifications for job postings based on selected criteria.

- **Career path** refers to the various jobs employees move to, either vertically or laterally, as they grow in an organization.

[NEW PAGE]

QUESTIONS FOR INTERNAL MOVES ONLY

ABOUT MY LAST JOB

This section asks for specific details about your experiences leaving your last job.

1. Before you left your last job, approximately how long were you considering changing jobs? *Select one of the following.*[2]

    - ○ Less than one month
    - ○ One to six months
    - ○ Seven to twelve months
    - ○ One to two years
    - ○ Three years or more

2. Considering the amount of time you had planned to stay in your last job, did you leave...? *Select one of the following.*

    - ○ Sooner than planned
    - ○ Exactly as planned
    - ○ Later than planned
    - ○ I had no planned timeframe

---

[2] Note: All questions items not in a table (i.e., select all or select one from a list) will not require a response before advancing to the next question. Therefore "Prefer not to Answer" response option will not be needed or used.

PAGE 3

[NEW PAGE]

The next set of questions focuses exclusively on aspects about your last job that may or may not have motivated you to leave.

Think back to your last job and rate how attractive or unattractive each aspect was to you at that particular time.[3]

		Very Unattractive 1	2	3	4	Very Attractive 5	Don't Know[4]	Not Applicable
3.	Geographic location	O	O	O	O	O	O	O
4.	Work arrangements (e.g., mobile or dedicated workplace, work schedule)	O	O	O	O	O	O	O
5.	**Workplace** culture	O	O	O	O	O	O	O
6.	Workplace reputation	O	O	O	O	O	O	O
7.	Job fit with my skills	O	O	O	O	O	O	O
8.	Job fit with my career goals	O	O	O	O	O	O	O
9.	Level of independence	O	O	O	O	O	O	O
10.	**Workplace processes**	O	O	O	O	O	O	O
11.	Pay	O	O	O	O	O	O	O
12.	Benefits (e.g., medical, dental, pension, etc.)	O	O	O	O	O	O	O
13.	Job security	O	O	O	O	O	O	O
14.	Working with the **person I reported to**	O	O	O	O	O	O	O
15.	Nature of the work itself	O	O	O	O	O	O	O
16.	Volume of work	O	O	O	O	O	O	O

---

[3] Q3 to Q16 will be presented to respondents in a randomized way to minimize order effects.
[4] Will separate Don't know and Not applicable for first few months of data collection and re-evaluate.

[NEW PAGE]

Thinking about before you left your last job, please indicate your level of agreement with the following statements.

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
17.	My responsibilities were transferred to others or otherwise taken care of.	O	O	O	O	O	O	O
18.	I had sufficient time to wrap up my work.	O	O	O	O	O	O	O

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

ABOUT MY CURRENT JOB

This section focuses exclusively on aspects about your current job that may or may not have motivated you to accept the job offer.

Think back to when you accepted your current job. Based on what you knew about this job at that time, rate how attractive or unattractive each aspect was to you.[5]

		Very Unattractive 1	2	3	4	Very Attractive 5	Don't Know	Not Applicable
19.	Geographic location	O	O	O	O	O	O	O
20.	Work arrangements (e.g., mobile or dedicated workplace, work schedule)	O	O	O	O	O	O	O
21.	**Workplace** culture	O	O	O	O	O	O	O
22.	Workplace reputation	O	O	O	O	O	O	O
23.	Job fit with my skills	O	O	O	O	O	O	O
24.	Job fit with my career goals	O	O	O	O	O	O	O
25.	Level of independence	O	O	O	O	O	O	O
26.	**Workplace processes**	O	O	O	O	O	O	O

---

[5] Q19 to Q32 will be presented to respondents in a randomized way to minimize order effects.

		Very Unattractive 1	2	3	4	Very Attractive 5	Don't Know	Not Applicable
27.	Pay	O	O	O	O	O	O	O
28.	Benefits (e.g., medical, dental, pension, etc.)	O	O	O	O	O	O	O
29.	Job security	O	O	O	O	O	O	O
30.	Working with the **person I report to**	O	O	O	O	O	O	O
31.	Nature of the work itself	O	O	O	O	O	O	O
32.	Volume of work	O	O	O	O	O	O	O

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

BEING HIRED

This section asks for specific details about your recent job search experiences and your impressions about the hiring process in general.

33.   How did you first learn about the BC Public Service position you recently accepted? *Select one of the following.*

   O   BC Public Service job postings web site and/or **Job Agent**
   O   Social media site (e.g., LinkedIn, Twitter)
   O   Non-government job site
   O   The **person I report to**
   O   Another BC Public Service employee
   O   Internal communications within my **organization** (e.g., email, newsletter, intranet)
   O   Friend or family member who is not a BC Public Service employee
   O   Co-op office at college or university
   O   Job fair/conference at college or university
   O   Job fair/conference not affiliated with a college or university
   O   Professional network/association
   O   Other

[NEW PAGE]

34. During the past 12 months, how many job offers did you receive within the BC Public Service?
Select one of the following.

- ○ One
- ○ Two
- ○ Three
- ○ Four
- ○ Five or more

[NEW PAGE]

35. What factors do you think contributed the most to your success in attaining your current job?[6]
Select up to three.

- ○ My education or training
- ○ My job-specific knowledge
- ○ My life skills/personality
- ○ My transferrable job skills
- ○ My experience from previous positions
- ○ Someone in my network
- ○ The style or format of the job competition (e.g., interview, written assignment)
- ○ The amount I prepared (e.g., interview practice)
- ○ **Coaching**
- ○ **Mentoring**
- ○ Performance feedback
- ○ Resources for job applicants on MyHR
- ○ Other, please specify[7]: _____

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[6] The list will be presented to respondents in a randomized way to minimize order effects.
[7] Will leave please specify for first few months of data collection and re-evaluate.

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES
*SKIP FOR TA < 7 MONTHS *

Think back to when you applied to your current job, please indicate your level of agreement with the following statements.

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
36.	The description of my job was clear and understandable.	O	O	O	O	O	O	O
37.	Submitting my application was easy.	O	O	O	O	O	O	O
38.	The hiring process took a reasonable amount of time.	O	O	O	O	O	O	O
39.	Throughout the hiring process, the communication I received from the BC Public Service was sufficient (e.g., job postings, letters, updates).	O	O	O	O	O	O	O
40.	The hiring process required an appropriate amount of effort on my part as a candidate.	O	O	O	O	O	O	O
41.	Overall, the assessments used evaluated the job requirements well (e.g., interview, written assignment and/or test).	O	O	O	O	O	O	O
42.	Overall, I was satisfied with the hiring process.	O	O	O	O	O	O	O

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

GETTING STARTED IN MY CURRENT JOB

This section asks about your experiences in the early days of your current job.

Think back to the first week of your current job and indicate your level of agreement with the following statements.

I was given clear and useful information on...		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
43.	My pay and benefits (e.g., medical, dental, pension, etc.).	O	O	O	O	O	O	O
44.	The **Standards of Conduct**.	O	O	O	O	O	O	O
45.	Internal systems and general operating practices related to my work.	O	O	O	O	O	O	O

[NEW PAGE]

QUESTIONS FOR NEW HIRES ONLY

Thinking about the BC Public Service Oath of Employment, indicate your level of agreement with the following statements.

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
46.	I understand the significance of the Oath of Employment.	O	O	O	O	O	O	O
47.	The Welcome to the Public Service session impacted my understanding of what it means to be a BC Public servant.	O	O	O	O	O	O	O

[NEW PAGE]

QUESTION FOR INTERNAL MOVES ONLY

48. Is your current job in the same **workplace** as your last job? *Select one of the following.*

      O Yes (Go to 54)
      O No

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

Think back to when you started your current job and indicate your level of agreement with the following statements.

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
49.	The equipment and supplies I needed to do my work were ready for me on my first day.	O	O	O	O	O	O	O
50.	Program and system access was ready for me on my first day (e.g., shared drives, IDIR setup).	O	O	O	O	O	O	O
51.	Clear information was provided about my **workplace** within my first month (e.g., mission, main departments, programs and leaders).	O	O	O	O	O	O	O
52.	I was introduced to key people throughout my workplace within a reasonable timeframe.	O	O	O	O	O	O	O
53.	I felt welcomed in my new workplace.	O	O	O	O	O	O	O
54.	The **person I report to** was prepared for my first week.	O	O	O	O	O	O	O
55.	It was easy for me to learn the **workplace processes**.	O	O	O	O	O	O	O

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
56.	The person I report to provided clear expectations regarding my work.	O	O	O	O	O	O	O
57.	The job expectations described are consistent with the work I am doing.	O	O	O	O	O	O	O
58.	Overall, I was satisfied with the orientation to my current job.	O	O	O	O	O	O	O

[NEW PAGE]

MY COMMENTS

59. What do you think would improve the BC Public Service's orientation process?

_____

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

MY CURRENT WORK ENVIRONMENT

This section asks about your current job's work environment.

Thinking of this point in time, please indicate your level of agreement to the following statements.

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
60.	The **person I report to** provides me with effective feedback.	O	O	O	O	O	O	O
61.	The leadership style of the person I report to suits my needs.	O	O	O	O	O	O	O
62.	The person I report to consults me on decisions that affect me.	O	O	O	O	O	O	O
63.	I feel I am able to have a conversation with the person I report to when I need their perspective or advice.	O	O	O	O	O	O	O
64.	I have the opportunities I need to implement new ideas.	O	O	O	O	O	O	O
65.	I have positive working relationships with my co-workers.	O	O	O	O	O	O	O
66.	My work is meaningful.	O	O	O	O	O	O	O
67.	My work-related stress is manageable.	O	O	O	O	O	O	O
68.	My **organization** supports my work-related learning and development.	O	O	O	O	O	O	O
69.	I am satisfied with my job.	O	O	O	O	O	O	O
70.	I am satisfied with my organization.	O	O	O	O	O	O	O
71.	Overall, I am satisfied in my work as a BC Public Service employee.	O	O	O	O	O	O	O

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
72.	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	O	O	O	O	O	O	O

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

MY CAREER FUTURE

This section explores your career opportunities and ambitions.

73. Approximately how many years do you plan to stay in your current job? *Select one of the following.*

- O Less than one year
- O One to three years
- O Four to six years
- O Seven to nine years
- O Ten to twenty years
- O More than twenty years
- O Don't know

QUESTIONS FOR NEW HIRES ONLY

74. Approximately how many years in total do you plan to work for the BC Public Service? *Select one of the following.*

- O Less than one year
- O One to three years
- O Four to six years
- O Seven to nine years
- O Ten to twenty years
- O More than twenty years
- O Don't know

[NEW PAGE]

QUESTIONS FOR BOTH NEW HIRES AND INTERNAL MOVES

Thinking about your career future in the BC Public Service, please indicate your level of agreement with the following statements.

		Strongly Disagree 1	2	3	4	Strongly Agree 5	Don't Know	Not Applicable
75.	I would like to progress through positions of increasing responsibility.	O	O	O	O	O	O	O
76.	I would like to gain a broader range of experiences through lateral movements.	O	O	O	O	O	O	O
77.	I would like to develop expertise in a particular area or subject.	O	O	O	O	O	O	O
78.	I see a clear **career path** for myself in the BC Public Service.	O	O	O	O	O	O	O

[NEW PAGE]

QUESTIONS FOR INTERNAL MOVES ONLY

79.   Who do you consult when you want career advice? *Select all that apply.*

- O The **person I report to**
- O A senior leader within my **organization**
- O A senior leader in another organization
- O BC Public Service Agency services (e.g., HR Advisors, career **coaching**, etc.)
- O Colleagues, friends or family who are BC Public Service employees
- O Friends or family who <u>are not</u> BC Public Service employees
- O Professional network
- O Post-secondary resources (e.g., alumni services, academic advisors/mentors)
- O Written materials (e.g., online forums, career websites, books, articles, etc.)
- O No one

[NEW PAGE]

QUESTIONS FOR NEW HIRES ONLY

ABOUT ME[8]

This final section of the survey contains demographic questions. These questions ask you to identify different characteristics about yourself to help us better understand the experiences of all BC Public Service employees.

The information in this survey is collected and kept confidential in accordance with the **_Statistics Act_**, for statistical and research purposes. When survey results are published, your responses will be combined with the responses of others so that you cannot be identified. The data will in no way be linked with your personnel file or be used to make any individual personnel decisions. All provisions of the BC Freedom of Information and Protection of Privacy Act apply.

80.   Are you currently a Canadian citizen? *Select one of the following.*

       O Yes
       O No
       O I have applied, but I am not yet a Canadian citizen

[NEW PAGE]

81.   What language did you first learn at home in childhood and still understand? *If you no longer understand the first language learned, indicate the second language learned. Select one of the following.*

       O English
       O French
       O Other, please specify _____

[NEW PAGE]

82.   Which of the following genders do you most closely identify with? *Select one of the following.*

       O Female
       O Male
       O Transgender
       O Other

---

[8] Demographics will initially only be asked to new hires. Possibly open up to internal moves if needed, depending on if these items are included in the 2017 Work Environment Survey (WES).

[NEW PAGE]

83. Do you identify yourself as an Indigenous (i.e., Aboriginal) person, that is, First Nations (North American Indian), Métis or Inuit? *Select one of the following.*

○ Yes
○ No (GO TO 85)

[NEW PAGE]

84. Which of the following Indigenous groups do you identify with? *Select all that apply*

○ First Nations (North American Indian)
○ Inuit (Inuk)
○ Métis

[NEW PAGE]

85. Do you consider yourself a member of a visible minority group? *Select one of the following.*

The Federal Employment Equity Act defines members of visible minorities as persons, other than Indigenous peoples, who are non-Caucasian in race or non-white in colour.

○ Yes
○ No

[NEW PAGE]

86. Do you consider yourself to be a person with a disability? *Select one of the following.*

The Federal Employee Equity Act defines persons with disabilities as persons who have a persistent physical, mental, psychiatric, learning or sensory impairment and as a result experiences specific and serious barriers to employment; or believe that a potential employer would likely consider them to be disadvantaged; or require work-related accommodation.

○ Yes
○ No

[NEW PAGE]

87.   What is your highest level of education? *Select one of the following.*

       ◯ Some high school
       ◯ Completed high school
       ◯ Trades program citation, certificate, or diploma
       ◯ Some college or university courses
       ◯ Non-trades program certificate, diploma, or associate degree below Bachelor level
       ◯ Bachelor's degree
       ◯ Certificate or diploma above Bachelor level (includes post-graduate professional credentials like CPA, CFA, or post-Bachelor certificate/diploma programs)
       ◯ Master's degree
       ◯ Doctorate degree or Postdoctorate research

[NEW PAGE]

QUESTION FOR NEW HIRES ONLY

88.   At the time I applied to the BC Public Service, I was...?[9] *Select all that apply.*

       ◯ Working for another government (i.e., Federal, Provincial, Municipal)
       ◯ Working for a Crown corportation
       ◯ Working for a health authority
       ◯ Working for a private-sector organization
       ◯ Working for a non-profit organization
       ◯ Working for a school, college or university
       ◯ Attending school
       ◯ Serving in the Canadian Forces
       ◯ Working for myself
       ◯ Non-paid role (e.g., homemaker, volunteer)
       ◯ Not employed, or not employable
       ◯ Other

---

[9] The list will be presented to respondents in a randomized way to minimize order effects.

[NEW PAGE]

THANK YOU FOR COMPLETING THIS SURVEY!

The information in this survey is collected under Section 26 of the ***Freedom of Information and Protection of Privacy Act (FOIPPA)***. It is collected and kept confidential in accordance with the ***Statistics Act*** for statistical and research purposes. When survey results are published, your responses will be combined with the responses of others so that you cannot be identified.

QUESTIONS ABOUT THE SURVEY?

Please contact BC Stats by email **BCStats.SurveyMailx@gov.bc.ca** or call toll free 1 (888) 447-4427.

Contact information for questions about the FOIPPA, access and privacy

    Martin Monkman
    Provincial Statistician and Director
    BC Stats
    PO Box 9410 Stn Prov Govt, Victoria, BC, V8W 9V1
    Email: **Martin.Monkman@gov.bc.ca**

From:	Bronee, Rueben PSA:EX
Sent:	Tuesday, August 8, 2017 1:58 PM
To:	Prouten, James MTIC:EX
Subject:	FW: PLEASE USE THIS ONE FOR DEMOGRAPHIC INFO
Attachments:	Under 35 demographic profiles (using 2016 Workforce Profile data) - PSA v2.xlsx

Hi James.

You provided Sasha Hobbs with the attached and I'm hoping you can make one change for me please. For each of the four equity groups, can you combine the Applied Leadership, Business Leadership and Strategic Leadership into one classification group called "Excluded Management" and recalculate the percentages as needed? We're trying to get away from using the old MCCF bands. While I know this solution won't necessarily capture everyone under the new 6 bands, it's as close as we can get using the 2016 data and will serve our needs for now. Thanks much.

Rueben Bronee
A/ADM for Talent Management and
Policy, Innovation and Engagement
BC Public Service Agency
Rueben.Bronee@gov.bc.ca
250-213-6614

From: Hobbs, Sasha PSA:EX
Sent: Friday, July 28, 2017 2:19 PM
To: Bronee, Rueben PSA:EX
Subject: PLEASE USE THIS ONE FOR DEMOGRAPHIC INFO
Importance: High

James has updated the spreadsheet he submitted yesterday. These are all the most current tables. He has asked that we don't circulate the previous one as there was a suppression error in it.

From: Prouten, James MTIC:EX
Sent: Friday, July 28, 2017 2:13 PM
To: Hobbs, Sasha PSA:EX
Subject: FW: Demographics request for PSA

Sasha – per our other conversation; here is the revised spreadsheet. Thank you!

1

Visible Minorities in the BC Public Service

Demographic Profile: Visible Minorities in the Workforce, by Age Group

| Age Group	Visible Minority	Not a Visible Minority
Under 30	16.6%	83.4%
31-40	17.8%	82.2%
41-50	14.2%	85.8%
51-60	11.4%	88.6%
61+	10.1%	89.9%
All Age Groups	13.9%	86.1%

Demographic Profile: Visible Minorities in the Workforce, by Job Type

Job Classification Group	Visible Minority	Not a Visible Minority
Admin Support	14.6%	85.4%
Enforcement & Corrections	18.1%	81.9%
Excluded Management	10.7%	89.3%
Executive	4.9%	95.1%
Finance & Economics	30.2%	69.8%
Health, Education & Social Work	15.7%	84.3%
Information Technology	17.6%	82.4%
Legal Counsel	7.6%	92.4%
Science & Technical Officers	7.8%	92.2%
Senior Admin & Research	13.7%	86.3%
Trades & Operations	7.7%	92.3%
All Classification Groups	13.9%	86.1%

Demographic Profile: Visible Minorities in the Workforce, by Age Group
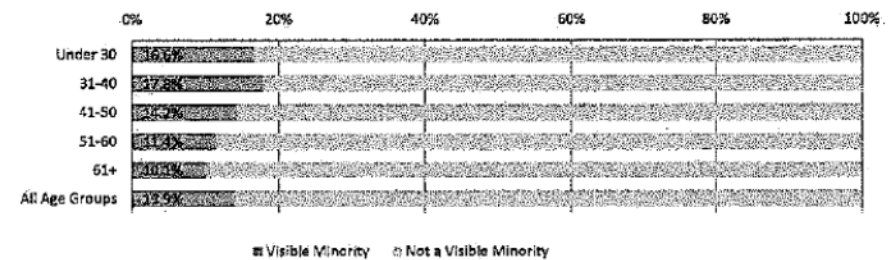
Demographic Profile: Visible Minorities in the Workforce, by Job Type
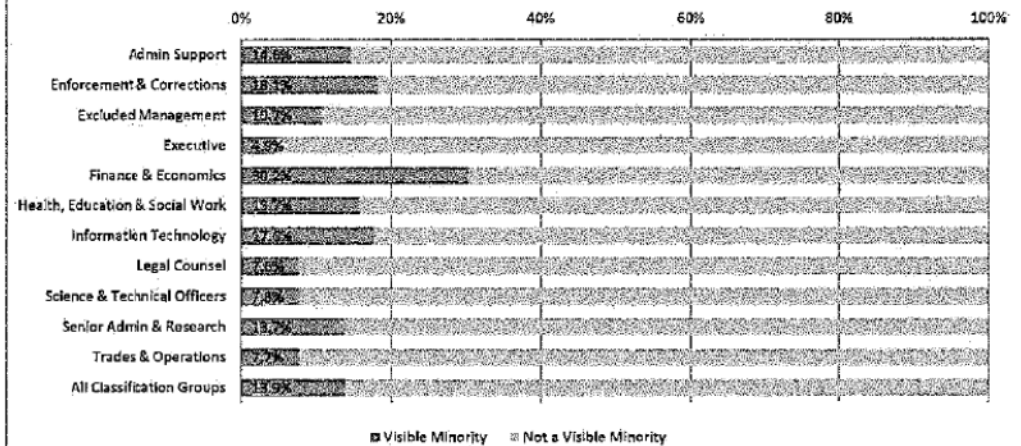
From:	Matheson, Angela MTIC:EX
Sent:	Thursday, September 21, 2017 3:35 PM
To:	Wetterberg, Trish MTIC:EX; Yurchak, Stephanie MTIC:EX; Prouten, James MTIC:EX
Subject:	RE: demographic questions - draft email for Iris

Hey Trish,

This is terrific. Super minor edits below in red, if not too late. Thanks so much for carrying the torch on this.

Ange

From: Wetterberg, Trish MTIC:EX
Sent: Thursday, September 21, 2017 1:17 PM
To: Yurchak, Stephanie MTIC:EX; Prouten, James MTIC:EX
Cc: Matheson, Angela MTIC:EX
Subject: RE: demographic questions - draft email for Iris

Ah – thank you – great catch!

From: Yurchak, Stephanie MTIC:EX
Sent: Thursday, September 21, 2017 1:17 PM
To: Wetterberg, Trish MTIC:EX; Prouten, James MTIC:EX
Cc: Matheson, Angela MTIC:EX
Subject: RE: demographic questions - draft email for Iris

Just a small edit. I think the visible minority definition needs to continue to say "other than Indigenous peoples." So the definition would become: Members of visible minorities are persons, other than Indigenous peoples, with non-European ancestry.

From: Wetterberg, Trish MTIC:EX
Sent: Thursday, September 21, 2017 12:46 PM
To: Prouten, James MTIC:EX
Cc: Matheson, Angela MTIC:EX; Yurchak, Stephanie MTIC:EX
Subject: demographic questions - draft email for Iris

Here is my proposed response re: the demographic questions, would like to get off to Iris, Kristy and Natalie today (will send after our face-to-face meeting at 3, lol).

Any edits/suggestions more than welcome (Ange and Stephanie as well if you have the time).
▪▪

James, Angela, Stephanie Yurchak and myself met yesterday and the day before to discuss the proposed changes to the demographic questions. The following is our recommendation and rationale for each of the questions.

s.13

1

This is a long email but I did want to reflect the thought we put into this and our reasoning behind the recommendations. I also did want to reiterate that the demographic question changes included in the current Decision Note are ones that Lori reviewed and approved just a few months ago (and these were changes that Jill had vetted with Sasha). I do not know if she will now question why we are coming to her with further changes but it's something to be prepared for.

James will call you to touch base about these questions and discuss next steps!

Thanks,

Trish Wetterberg
Manager, Public Sector Research & Evaluation
BC Stats
Ministry of Jobs, Trade and Technology
T: 250-356-7982

2

Prouten, James JTT:EX

From:	Wetterberg, Trish MTIC:EX
Sent:	Thursday, September 21, 2017 4:59 PM
To:	Colyn, Iris PSA:EX; Wilson, Kristy PSA:EX; Kalmet, Natalie PSA:EX
Cc:	Prouten, James MTIC:EX; Matheson, Angela MTIC:EX; Yurchak, Stephanie MTIC:EX
Subject:	Follow-up regarding demographic questions

Good afternoon!

James, Angela, Stephanie Yurchak and myself met yesterday and the day before to discuss the proposed changes to the demographic questions. The following is our recommendation and rationale for each of the questions.

Aboriginal
- After discussion we feel confident enough that the proposed changes should not materially change how respondents would interpret the question. However, we do feel it is superfluous to say "status or non-status" and would recommend for simplicity to leave it out as we have never specified that before.
- Recommended wording: **"Do you identify yourself as an Indigenous person, that is, First Nations, Métis or Inuit?**

Visible Minority
- We understand the sensitivities around using the term "white" and also recognize that Caucasian is not technically accurate either. We did look into the wording used by Stats Can and they have a list of 13 categories from which to choose; however, their first category is "White". We don't believe the Stats Can wording is a good alternative because of this, and also because of the sensitivities of potentially not seeing yourself in one of the specified categories (this question would also gather much more data than we can realistically do anything with).
- Our proposed wording stays similar in its simplicity, and should be comparable enough in meaning that we are not at a large risk for having non-comparable data (but we can do the analysis on this post-survey). However, with a change in the definition, it is not accurate to open the definition with "The Federal Employment Equity Act defines members of visible minorities as…" because this is currently not how they define it. This may be a consideration.
- Our other alternative of course, as we had said in our last meeting, is that we keep the wording as is for now until the Equity Act changes theirs and we align at that time.
- Recommended wording: **"Do you consider yourself to be a member of a visible minority group? Members of visible minorities are persons, other than Indigenous peoples, with non-European ancestry."**

Gender
- We do not recommend adding the category of non-binary and feel that providing a space to indicate another option is sufficient in allowing those who do not fit within Female, Male or Transgender to have their voice.
    - o With the potential overlap of non-binary and transgender (and then therefore the need to allow multiple responses) this unnecessarily complicates things.
    - o We do feel that adding another category then opens us up to more scrutiny of "why didn't category X get included if these ones were". The more we start adding, the more others could be conspicuously absent.
- I think the primary purpose of modifying this question in the first place is to reflect the changing nature of gender and allow the opportunity for the response to not just be Female/Male. Realistically, we are not going to be able to do anything analysis-wise with those who fall outside of those categories due to small numbers, so we recommend keeping this simple.

1

- Recommended wording: **"Which of the following genders do you most identify with? Female, Male, Transgender, Prefer to self-describe (with comment box)"**

Sexual Orientation
- While we respect that there is executive interest in ensuring the BCPS is inclusive of the LGBTQ community, we do not feel that WES is the place to gather this information. We feel this is a step too far in gathering personal information, and that many employees would not feel comfortable with nor understand how the information could be used. With our other questions, we have the backing that we are collecting it for purposes that align with the Employee Equity Act and that we do have programs that tie in with these areas. That is not the case for sexual orientation.
- An addition such as this would also need to be discussed with the union due to the sensitivity.
- Further, we do not have any reliable measure against which to benchmark – so if we find out x% of employees are within the community, is that good or bad? Stats Can does not ask this in Census, and the Canadian Community Health Survey asks only if the respondent is heterosexual, homosexual or bisexual.
- Recommendation: Do not include in WES, but given the appetite for more information, we should certainly consider an off-cycle Diversity Survey to gather not only the attributes but also the perceptions of whether discrimination/bullying/barriers have been experienced due to these attributes, which is of more value.

This is a long email but I did want to reflect the thought we put into this and our reasoning behind the recommendations. I also did want to reiterate that the demographic question changes included in the current Decision Note are ones that Lori reviewed and approved just a few months ago (and these were changes that Jill had vetted with Sasha). I do not know if she will now question why we are coming to her with further changes but it's something to be prepared for.

Iris, James will call you to touch base about these questions and discuss next steps!

Thanks,

Trish Wetterberg
Manager, Public Sector Research & Evaluation
BC Stats
Ministry of Jobs, Trade and Technology
T: 250-356-7982

2

From:	Wetterberg, Trish MTIC:EX
Sent:	Friday, November 3, 2017 2:28 PM
To:	Colyn, Iris PSA:EX; Wilson, Kristy PSA:EX
Cc:	Prouten, James MTIC:EX
Subject:	Information re: demographic data

Hi Iris and Kristy –

Following up on our discussion re: reporting WES results by demographics, what we typically provide is overall and ministry-level results cut by a selection of demographic variables, including the diversity characteristics of gender, aboriginal, visible minority and disability. We also cut results by age, union status, service years, city and job classification. The reporting criteria we need to meet are as follows:

Reporting Criteria

Residual disclosure: BC Stats takes great care to ensure no results could be used to identify a specific respondent. Our reporting criteria guards against breaches of real or perceived confidentiality by ensuring the identity of an individual cannot be inferred from other characteristics or response patterns in the results.

The results displayed in the following tables have satisfied both reporting criteria:

1) **Group size:** Each demographic group must have a population of 20 or more employees. The minimum size criterion must be satisfied before considering other criterion.

2) **Response Rate:** With all qualifying demographic groupings, there must also be:
· a minimum <u>50%</u> response rate for groups with <u>less than 50 employees</u>
· a minimum <u>40%</u> response rate for groups with <u>50 to 99 employees</u>
· a minimum <u>35%</u> response rate for groups with <u>100 or more employees</u>

There are many ministries where the group size criteria is not met for some of the diversity characteristics and therefore those results are suppressed.

What we do not provide are any 'layered' results – so we would not provide WES results by union status and by, for example, gender.

It's not clear what the PEA is asking for, but providing that the sub-group sizes would allow it (and that is probably iffy), I expect anything is possible as a "special request" (whether this is wanting to know the composition of the union membership by the various diversity characteristics or wanting to break WES results down further within the membership). However, I don't anticipate in our overall standard reporting that we would want to start breaking out WES results by the two different unions.

I hope this helps (?) – let me know if you need any more information.

Thanks,

Trish Wetterberg
Manager, Public Sector Research & Evaluation
BC Stats
Ministry of Jobs, Trade and Technology

1

T: 250-356-7982

2

From:	Wetterberg, Trish MTIC:EX
Sent:	Thursday, November 16, 2017 3:58 PM
To:	Colyn, Iris PSA:EX
Cc:	Wilson, Kristy PSA:EX; Prouten, James MTIC:EX
Subject:	Decision Note, Questionnaire and Invitations (letters)
Attachments:	WES18_letters (2017-11-20).docx; WES18 Decision Note (2017-11-20).docx; WES18 Questionnaire for DN (2017-11-20).docx

Hi Iris –

Please find attached the most updated version of decision note, questionnaire and invitations, all re-dated for Monday.

James will review the MyWES invitation tomorrow morning, and we will aim to get that to Erin Riley for review by noon. I will give her a heads up that it will be coming her way.

As discussed, I will not quite have time to prepare an alternate 'casual' reminder email for WES by Monday morning but it was something we were going to explore. Similarly I won't have time to prepare the second MyWES email that would go out after the organization/work unit data is ready, but you had indicated that could wait until later.

If you need anything else let me know. Otherwise you can expect the initial MyWES invitation from someone by end of day tomorrow.

Cheers,

Trish Wetterberg
Manager, Public Sector Research & Evaluation
BC Stats
Ministry of Jobs, Trade and Technology
T: 250-356-7982

1

MINISTRY OF JOBS, TRADE AND TECHNOLOGY
DECISION NOTE

Ref: TBD
Date: November 20, 2017

I. **PREPARED FOR:** *Lori Halls, Deputy Minister - BC Public Service Agency*

   FOR DECISION

   TOPIC: Work Environment Survey (WES): 2018 questionnaire review

II **ISSUE**: BC Stats has completed the biennial internal review of the 2018 WES Questionnaire, and is seeking approval on the recommendations described in this document. This package contains 2 appendices:

   - Decision sheet listing proposed changes and the rationale for each
   - Draft WES 2018 questionnaire

III **BACKGROUND**: The WES is a regular opportunity to obtain opinions from all eligible BC Public Service employees. BC Stats continuously evaluates the survey instrument to ensure only the most valid, reliable and actionable indicators are included, thereby maximizing our efforts to improve engagement. Through a questionnaire review process, BC Stats maintains a balance between steady improvement to the survey instrument and adequate stability for annual comparison and ongoing performance measurement.

IV **DISCUSSION**:
For the 2018 questionnaire, BC Stats recommends **10 additions, 1 deletion, and 7 modifications** to questions, as well as **two modifications to definitions and one modification to a section introduction (demographics)**.

The recommendations were informed by analysis conducted by the BC Stats (literature reviews and other special analysis projects), research done by the Interjurisdictional Engagement and Analytics Team (IEAT) subcommittee, and through consultation with representatives from the Public Service Agency.

V. **OPTIONS**:
Please see attached document for each question decision.

VI. **RECOMMENDATION**:
Please see attached document for each question recommendation.

Approved / Not Approved

_____
Lori Halls, Head of BC Public Service Agency

PREPARED BY:

Trish Wetterberg
Manager
BC Stats
250 356-7982.

REVIEWED BY:

James Prouten
Director
BC Stats

2

Work Environment Survey (WES) 2018
Recommended Questionnaire Revisions

Additions (10 questions, 1 definition)

Survey Section	Proposed Question	Decision	
My Day-to-Day Work	I feel energized by my work.	Approved	Not Approved
	I enjoy the type of work I do.	Approved	Not Approved
	I am proud to tell others about the type of work I do.	Approved	Not Approved
	I find my work inspiring.	Approved	Not Approved
Survey Section	Proposed Question	Decision	
My Organization	I am motivated by my organization to help achieve its objectives.	Approved	Not Approved
	I find my organization inspiring to work for.	Approved	Not Approved

Rationale

All of the above questions are based on research conducted by the Interjurisdictional Engagement and Analytics Team (IEAT) subcommittee. These proposed additions reflect an interest by the subcommittee to evolve their interjurisdictional engagement model to reflect both organizational and work engagement dimensions, creating greater alignment with the OECD (Organization for Economic Cooperation & Development) engagement model. The additional questions will gather the data needed to conduct further analysis on this potential new model structure.

Survey Section	Proposed Question	Decision	
My Day-to-Day Work	My work tends to leave me feeling mentally drained or exhausted.	Approved	Not Approved

Rationale

The Stress and Health Survey employed a diagnostic measure (called the Stress Satisfaction Offset Score - SSOS) which looks at the balance between an individual's stress (time pressure and fatigue) and satisfaction (recognition and empowerment) as experienced at work. The Workplace Health and Safety group would like to create a similar measure based on three existing WES question items as well as this proposed item (which is a measure of mental fatigue that is not otherwise encapsulated in the existing WES question bank).

The results will be analyzed and considered as a potential new tool to help Strategic HR/supervisors enact positive change in their work environments.

3

Survey Section	Proposed Question	Decision	
My Day-to-Day Work	**It is important to me that the BC Public Service has <u>giving and volunteer programs</u>.**	Approved	Not Approved
	In general, I am well-informed about the BC Public Service's <u>giving and volunteer programs</u>.	Approved	Not Approved

Rationale

These questions are proposed for PECSF, to gauge the importance of corporate social responsibility to employee engagement, as well as the awareness of such programs with the BC Public Service, which may affect that relationship.

Survey Section	Proposed Question	Decision	
Demographics	As with the other questions in this demographic section, the question below is being asked in order to support the BC Public Service's commitment to being an inclusive employer, including people on the LGBTQ2S+ spectrum. **The information you provide here will not be linked with your personnel file and will not be used to make individual personnel decisions.** The data will be used only for statistical analysis and reported as aggregate percentages. Do you self-identify as a person on the LGBTQ2S+ (Lesbian, Gay, Bisexual, Trans, Queer, Two Spirit, and other) spectrum? - Yes - No - Prefer to self-describe:	Approved	Not Approved

Rationale

This question is being proposed to develop a baseline measure of LGBTQ2S+ community representation within the BC Public Service, and support government's priority of being inclusive to minority communities, persons with disabilities, racial groups, immigrants and the LGBTQ community.

Survey Section	Proposed Question	Decision	
Definitions	**<u>Giving and volunteer programs</u> refer to BC Public Service programs that provide opportunities for employees to give back to the community through donations or volunteering. Examples include Provincial Employees Community Services Fund, Emergency Management BC volunteers, CUSO International, and so on.**	Approved	Not Approved

Rationale

This definition will be added to expand upon the two questions proposed in the section above.

4

Modifications (7 questions, 2 definitions, 1 section heading)

Q#	Revised Wording	Original Wording	Decision	
Definition	Include "gender identity or expression" in the list of grounds upon which discrimination could occur	List did not include "gender identity or expression"	Approved	Not Approved

Rationale

The inclusion of "gender identity or expression" now aligns the WES definition with Section 13 of the Human Rights Code ("Discrimination in employment") and also provides better alignment with our revised and expanded gender question (see Q78 below).

Q#	Revised Wording	Original Wording	Decision	
Definition	Your **executive** refers to the senior leadership in headquarters including the Deputy Minister, Associate Deputy Ministers, Assistant Deputy Ministers, Executive Directors, and other members of the Executive Committee.	Your **executive** refers to the senior leadership in headquarters including the Deputy Minister, Assistant Deputy Ministers, Executive Directors, and other members of the Executive Committee.	Approved	Not Approved

Rationale

"Associate Deputy Ministers" was added to make the definition more inclusive.

Q #	Revised Wording	Original Wording	Decision	
74	I have seen improvements in my current workplace since the last Work Environment Survey.	Last cycle's Work Environment Survey results led to improvements in my current workplace.	Approved	Not Approved

Rationale

The existing question is double-barrelled as it requires the respondent to assess whether improvements were made *and* whether they were linked to WES. Whether improvements are specifically WES-driven is not as relevant as long as improvement is observed. The revised question wording removes the need to be WES-specific thus broadening the definition, and allowing more respondents to indicate improvements and then provide details in the follow-up open-ended question (Q75 - "Please describe the improvements made in your workplace."). The revised question wording should also reduce the number of "don't know" responses (over a quarter of respondents in 2015 selected this response category), which could be partially attributed to respondents not knowing whether improvements seen in their work environment were directly linked to WES results or not.

It is also recommended that the skip logic for this question is expanded so that, in addition to those who rate it as a 4 or 5, respondents who rate this question item as a 3 out of 5 are driven to Q75. Analysis of 2015 results showed that those who rated the question as a 3 also saw an improvement in their engagement scores over time, suggesting that they may be a rich source of qualitative information that we can access regarding improvements.

5

Q#	Revised Wording	Original Wording	Decision	
76	**Leading Workplace Strategies (LWS) is the BC Public Service's approach to upgrading the workplace to support greater worker mobility and greater choice in work settings. Leading Workplaces are office environments that have been renovated (or newly built) to integrate technology into the workplace and provide flexible open and enclosed work settings (e.g., quiet/privacy rooms, free address workpoints, collaboration spaces), and feature modern design elements (e.g., colour, lighting, furniture).** **Are you currently working in an LWS workplace?**	Leading Workplace Strategies (LWS) is the BC Public Service's approach to upgrading the workplace and supporting mobile and flexible workstyles by integrating technology, culture and space in innovative ways. LWS promotes the use of varied workplace strategies and workstyles that support mobility and greater choice in work settings. Has your work unit adopted Leading Workplace Strategies?	Approved	Not Approved

Rationale

A 2016 BC Stats analysis comparing administrative data from the Real Property Division to the results of the original WES LWS question above uncovered significant inaccuracies in survey responses (or the respondents who were determined *not* to be in LWS based on administrative data, 21% had indicated they were in LWS and 48% responded "don't know").

The revised question is intended to provide a clearer explanation of what LWS is and how to identify whether one is working within an LWS environment.

6

Q#	Revised Wording	Original Wording	Decision	
Section Heading – Demographic Questions	This final section of the survey contains demographic questions that are asked of all BC public servants. These questions help inform who the BC Public Service is as an employer and assist in creating a more inclusive workplace for all. Diversity is strongly valued and understanding the diversity of the employees who make up our public service is important. This information can show whether the BC Public Service fully reflects all people in British Columbia and its regions, and whether more can be done to engage and support all employees in our public service. **The information you provide here will not be linked with your personnel file and will not be used to make individual personnel decisions. .** The data will be used only for statistical analysis and reported as aggregate percentages. The *BC Human Rights Code* and the *Charter of Rights and Freedoms* permit employers to collect the data required to plan and support special programs, like employment equity. All provisions of the *BC Freedom of Information* and *Protection of Privacy Act* apply.	This final section of the survey contains demographic questions that are asked of all new hires of the BC Public Service, or of those for whom we do not have a previous response. As disability status may change, this demographic question is asked of all employees each Work Environment Survey. OR This final question in the survey asks about your disability status. As disability status may change, this demographic question is asked of all employees each Work Environment Survey. (FIRST SENTENCE VARIED BY EMPLOYEE) **The information you provide will in no way be linked with your personnel file** or be used to make any individual personnel decisions. The data will be used only for statistical analysis and reported as aggregate percentages. The *BC Human Rights Code* and the *Charter of Rights and Freedoms* permit employers to collect the data required to plan and support special programs, such as employment equity. All provisions of the *BC Freedom of Information* and *Protection of Privacy Act* apply.	Approved	Not Approved

Rationale

In 2015, respondents were asked demographic questions only if they were new employees or we did not have prior data for them (from previous WES cycles). The exception was disability, which was asked again of all employees.

Recognizing that disability, gender and Indigenous status may change over time, it is recommended to ask all demographic questions of all employees in WES 2018 (though visible minority status should not change, it is more efficient to simply ask all four questions again).

The section introduction has been modified to reflect this change, as well as provide more background as to why this information is being collected, and ease employee concerns about responding to these questions.

7

Q #	Revised Wording	Original Wording	Decision	
78	**Which of the following genders do you most closely identify with? Select one of the following.** - **Female** - **Male** - **Transgender** - **Prefer to self-describe:**	Please indicate your sex: - Male - Female - Prefer not to answer	Approved	Not Approved

Rationale

The revised question recognizes the increasingly diverse definition of gender in today's society. The question now also provides an opportunity for those who feel they are within an alternate category to describe that in a comment box.

The revised question also removes "Prefer not to answer" as a response option. We will allow respondents to skip the question entirely and move on to the next page, but we believe that by not visually presenting that response option as an "easy out" we may encourage higher completion rates on this and all other demographic questions. We recommend removing this response category from all demographic questions. *This approach has already been implemented in the New Job Survey.*

Q #	Revised Wording	Original Wording	Decision	
79	**Do you identify yourself as an Indigenous person, that is, First Nations (status or non-status), Métis or Inuit?**	Do you identify yourself as an Aboriginal person, that is, First Nations (North American Indian), Métis or Inuit?	Approved	Not Approved

Rationale

The revised question replaces the term "Aboriginal" with "Indigenous". Increasingly, and in keeping with international agreements, "Indigenous Peoples" is being used instead of "Aboriginal peoples", as was seen recently in the change from National Aboriginal Day to National Indigenous Peoples Day. It also aligns with the BC Public Service ministry name change to Indigenous Relations and Reconciliation.

The revised wording also specifies that this definition applies to both status and non-status First Nations, and removes the term "North American Indian" as this language may be viewed as offensive by some.

Q #	Revised Wording	Original Wording	Decision	
79b	**Which of the following Indigenous groups do you identify with?** - **First Nations (status or non-status)** - **Métis** - **Inuit**	Which of the following Aboriginal groups do you identify with? - First Nations (North American Indian) - Métis - Inuit	Approved	Not Approved

Rationale

The revised question replaces the term "Aboriginal" with "Indigenous" and replaces "North American Indian" with "status or non-status" (as per above).

8

Q #	Revised Wording	Original Wording	Decision	
80	**Do you consider yourself a member of a visible minority group?** **Members of visible minorities are persons, other than Indigenous peoples, who are non-Caucasian in race.**	Do you consider yourself to be a member of a visible minority group? The Employment Equity Act defines **visible minorities** as 'persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour'. Examples of visible minority are: Chinese, South Asian (e.g., East Indian, Pakistani, Sri Lankan, etc.), Black, Filipino, Latin American, Southeast Asian (e.g., Vietnamese, Cambodian, Malaysian, Laotian, etc.), Arab, West Asian (e.g., Iranian, Afghan, etc.), Korean, Japanese, person of mixed origin (with one parent in one of the visible minority groups listed above), other visible minority group.	Approved	Not Approved

Rationale

The revised question replaces the term "Aboriginal" with "Indigenous". In addition, the question has been shortened to remove the specific examples as they were deemed to be unnecessary, and could create sensitivities with either wording or having certain groups not represented in the examples list. It has also removed "non-white in colour" as this language may be viewed as offensive by some.

Q #	Revised Wording	Original Wording	Decision	
81	**Do you consider yourself to be a person with a disability?** *Select one of the following.* **The Federal Employee Equity Act defines persons with disabilities as persons who have a persistent physical, mental, psychiatric, learning or sensory impairment and as a result experience specific and serious barriers to employment; or believe that a potential employer would likely consider them to be disadvantaged; or require work-related accommodation.**	Do you consider yourself to be a person with a disability? For the purposes of this survey, a **person with a disability** is someone who has a persistent physical, mental, psychiatric, learning or sensory impairment and as a result experiences specific and serious barriers to employment; or believes that a potential employer would likely consider them to be disadvantaged; or requires work-related accommodation. Disabilities that are not discernible, and that require no workplace accommodation, are not included in this definition of persons with disabilities.	Approved	Not Approved

Rationale

The revised question removes the sentence "Disabilities that are not discernible, and that require no workplace accommodation, are not included in this definition of persons with disabilities". Feedback received from a few respondents during WES 2015 flagged this as confusing, as it suggests that if a disability is not visible (such as, perhaps, a mental illness) then this would not apply under the definition. This does not, in fact, align with the wording of questions that Statistics Canada uses to derive their measure of those with a disability, the measure against which we benchmark WES data. To reduce ambiguity and ensure a more direct comparison to StatsCan data, we recommend removing this sentence. *This revised wording has already been approved for the New Job Survey.*

10

Deletions (1 question)

Q #	Question	Decision	
12	**My organization actively encourages me to use Lean to improve workplace processes.**	Approved	Not Approved

Rationale

This question was added in 2015 at the request of the Executive Lead for Lean (at the time located within the BCPSA), after having gained support in prior conversations with the BCPSA Deputy Minister at that time. The Lean office has indicated that this question is no longer required as a ministry performance measure and can be removed. The associated definition for Lean in the "Definitions in the Survey" will also be removed.

11

BC Public Service
Work Environment Survey 2018

Introduction

BC Stats is conducting the 2018 BC Public Service Work Environment Survey on behalf of the BC Public Service Agency.

The objective of this survey is to obtain feedback about your experiences as an employee in the BC Public Service. You will be asked to give your first-hand impressions about your job and workplace experiences. You will also be asked questions about your organization and the BC Public Service as a whole.

This survey should take approximately **15 minutes** to complete. Responses are required by **4:30 pm** on **Friday, February 23, 2018**.

Throughout the survey, please navigate via the Next button.

- If you wish to review your answers, use your Back and Next buttons. **New for 2018:** There will also be an option near the end of the survey to review all of your answers at once.
- If at any time you leave the survey, or in the event that your internet connection is lost, you may return using the link provided. In this case, you will resume the survey from the last page you were viewing when the survey stopped.
- Please do not forward your invitation to others as your link to the survey contains a unique and confidential identifier.

Protecting Your Confidential Information

The information in this survey is collected and kept confidential in accordance with the *Statistics Act*, for statistical and research purposes. When survey results are published, your responses will be combined with the responses of others so that you cannot be identified.

If you provide comments during the survey, BC Stats will make every effort to remove any information that could potentially be used to identify a respondent. **To help us protect your identity, we strongly suggest that you avoid personalizing your comments.**

Please consult *Frequently Asked Questions* if you have any questions or run into technical difficulties.[1]

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[1] This line will appear on the bottom of each page of the online version.

DEFINITIONS IN THE SURVEY

For your reference, this page presents definitions for words used in the survey. You will see these words in bold and underlined throughout the survey and you may click them to see the definitions again. A link to definitions will also be available in the footer on each page of the survey.

- Your **work unit** refers to the section or program area within the organization where you work.

- **Diversity** refers to different people, backgrounds and ideas.

- **Discrimination** occurs if a distinction is made that imposes burdens, obligations or disadvantages, that are not imposed on others, based on the grounds listed below.

- race	- religion	- sex
- colour	- marital status	- sexual orientation
- ancestry	- family status	- gender identity or expression
- place of origin	- age	- physical or mental disability
- political belief		- unrelated criminal conviction

- **Harassment** includes any unwelcome conduct or comments which have a negative impact on you or your work environment.

- **Ethical** means acting in ways consistent with maintaining the public trust and operating in accordance with the BC Public Service Standards of Conduct. Ethical behaviour tends to involve demonstrating respect for key principles that include honesty, integrity, fairness, equality, confidentiality, dignity, diversity, accountability and transparency.

- Your **organization** refers to your ministry, agency, office or commission of the Province. For the purpose of this survey, you should be responding in reference to [PIPE IN MINISTRY NAME], where you worked as of **January 16, 2018**.

- s.13

- **The person I report to** refers to your immediate supervisor or manager. If you report to more than one supervisor or manager, please answer the question thinking about the person who oversees most of your work.

- Your **executive** refers to the senior leadership in headquarters including the Deputy Minister, Associate Deputy Ministers, Assistant Deputy Ministers, Executive Directors, and other members of the Executive Committee.

- **Giving and volunteer programs** refer to BC Public Service programs that provide opportunities for employees to give back to the community through donations or volunteering. Examples include Provincial Employees Community Services Fund, Emergency Management BC volunteers, CUSO International, and so on.

MY DAY-TO-DAY WORK

This section explores aspects of your day-to-day work experience.

Thinking of this point in time, please indicate your level of agreement with the following statements about your day-to-day-work.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
1	A healthy atmosphere (e.g., trust, mutual respect) exists in my **work unit**.	1	2	3	4	5	DK	N/A
2	My work unit values **diversity** in people and backgrounds.	1	2	3	4	5	DK	N/A
3	My work unit values diversity in ideas.	1	2	3	4	5	DK	N/A
4	My work unit is free from **discrimination** and **harassment**.	1	2	3	4	5	DK	N/A
5	Employees in my work unit are clear on the **ethical** values expected in performing their work.	1	2	3	4	5	DK	N/A
6	If I am faced with an ethical question or concern, I know where I can go for help in resolving the situation.	1	2	3	4	5	DK	N/A
7	I am inspired to give my very best.	1	2	3	4	5	DK	N/A
8	I have opportunities to provide input into decisions that affect my work.	1	2	3	4	5	DK	N/A
9	I have the freedom to make the decisions necessary to do my job well.	1	2	3	4	5	DK	N/A
10	Innovation is valued in my work.	1	2	3	4	5	DK	N/A
11	I have the opportunities I need to implement new ideas.	1	2	3	4	5	DK	N/A
#	I feel energized by my work.	1	2	3	4	5	DK	N/A

s.13

13	My **work unit** is well supported during times of change.	1	2	3	4	5	DK	N/A
14	Employees are held accountable in my work unit.	1	2	3	4	5	DK	N/A
15	I feel my job is secure.	1	2	3	4	5	DK	N/A
16	In my **work unit**, the *selection* of a person for a position is based on merit.	1	2	3	4	5	DK	N/A
17	In my work unit, the *process* of selecting a person for a position is fair.	1	2	3	4	5	DK	N/A
18	I receive meaningful recognition for work well done.	1	2	3	4	5	DK	N/A

19	In my work unit, recognition is based on performance.	1	2	3	4	5	DK	N/A
20	I am fairly paid for the work I do.	1	2	3	4	5	DK	N/A
21	My benefits meet my (and my family's) needs well.	1	2	3	4	5	DK	N/A
22	My pay is competitive with similar jobs in the region.	1	2	3	4	5	DK	N/A
23	My work is meaningful.	1	2	3	4	5	DK	N/A
24	My job is a good fit with my skills and interests.	1	2	3	4	5	DK	N/A
#	I enjoy the type of work I do.	1	2	3	4	5	DK	N/A
25	My workplace processes and procedures enable me to work as effectively as possible.	1	2	3	4	5	DK	N/A
26	I regularly go above and beyond the requirements of my role to help my work unit or organization succeed.	1	2	3	4	5	DK	N/A
27	Work is distributed fairly in my **work unit**.	1	2	3	4	5	DK	N/A
28	My workload is manageable.	1	2	3	4	5	DK	N/A
29	My work-related stress is manageable.	1	2	3	4	5	DK	N/A
#	My work tends to leave me feeling mentally drained or exhausted.	1	2	3	4	5	DK	N/A
30	My job provides me with the right amount of challenge.	1	2	3	4	5	DK	N/A
31	I have support at work to provide a high level of service.	1	2	3	4	5	DK	N/A
32	I have support at work to balance my work and personal life.	1	2	3	4	5	DK	N/A
#	I am proud to tell others about the type of work I do.	1	2	3	4	5	DK	N/A
#	I find my work inspiring.	1	2	3	4	5	DK	N/A
#	It is important to me that the BC Public Service has **giving and volunteer programs**.	1	2	3	4	5	DK	N/A
#	In general, I am well-informed about the BC Public Service's **giving and volunteer programs**.	1	2	3	4	5	DK	N/A

MY PHYSICAL ENVIRONMENT AND TOOLS

In this section, you will be asked questions about the physical environment and tools provided by your employer to do your job. This does *not* include personal tools you may use for work purposes (e.g., personal cell phones).

Thinking of this point in time, please indicate your level of agreement with the following statements about your physical environment and tools.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
33	My physical work environment (e.g., sound level, lighting, heat, ergonomics, etc.) enables me to work well.	1	2	3	4	5	DK	N/A
34	The necessary processes and procedures are in place to ensure my safety at work.	1	2	3	4	5	DK	N/A
35	The computer based tools (e.g., hardware, software) I have access to help me excel in my job.	1	2	3	4	5	DK	N/A
36	The non-computer based tools (e.g., office or outdoor equipment) I have access to help me excel in my job.	1	2	3	4	5	DK	N/A

MY DEVELOPMENT AND PERFORMANCE

This section asks about your development and any learning opportunities in which you enhance your skills and/or knowledge for future career advancement or for performance in your current position.

Thinking of this point in time, please indicate your level of agreement with the following statements about your development and performance.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
37	My **organization** supports my work related learning and development.	1	2	3	4	5	DK	N/A
38	The quality of training and development I have received is satisfactory.	1	2	3	4	5	DK	N/A
39	I have adequate opportunities to develop my skills.	1	2	3	4	5	DK	N/A
40	I have opportunities for career growth within the BC Public Service.	1	2	3	4	5	DK	N/A
41	**The person I report** to provides the feedback I need to do my job well.	1	2	3	4	5	DK	N/A
42	The person I report to provides the support I need to help me achieve my long-term career goals.	1	2	3	4	5	DK	N/A

MY CO-WORKERS

This section asks about the people you work with in your work unit. Your work unit is the section or program area within the organization you work.

Thinking of this point in time, please indicate your level of agreement with the following statements about your co-workers.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
43	When needed, members of my team help me get the job done.	1	2	3	4	5	DK	N/A
44	I am treated respectfully at work.	1	2	3	4	5	DK	N/A
45	Members of my team communicate effectively with each other.	1	2	3	4	5	DK	N/A
46	I have positive working relationships with my co-workers.	1	2	3	4	5	DK	N/A

THE PERSON I REPORT TO

"The person I report to" refers to your immediate supervisor or manager. If you report to more than one supervisor or manager, please answer the question thinking about the person who oversees most of your work.

Thinking of this point in time, please indicate your level of agreement with the following statements about the person you report to.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
47	The person I report to provides clear expectations regarding my work.	1	2	3	4	5	DK	N/A
48	The person I report to consults me on decisions that affect me.	1	2	3	4	5	DK	N/A
49	The person I report to keeps me informed of things I need to know.	1	2	3	4	5	DK	N/A
50	I feel I am able to have a conversation with the person I report to when I need their perspective or advice.	1	2	3	4	5	DK	N/A
51	The person I report to leads with an understanding of others' perspectives.	1	2	3	4	5	DK	N/A
52	The person I report to maintains high standards of honesty and integrity.	1	2	3	4	5	DK	N/A
53	The person I report to supports me and my co-workers in conducting our work in an **ethical** manner.	1	2	3	4	5	DK	N/A
54	I am satisfied with the quality of supervision I receive.	1	2	3	4	5	DK	N/A

MY EXECUTIVE

Your executive refers to the senior leadership in headquarters including: the Deputy Minister, Assistant Deputy Ministers, Executive Directors, and other members of the Executive Committee.

Executive members in your organization include: [NAMES PIPED IN]

Thinking of this point in time, please indicate your level of agreement with the following statements about your executive.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
55	Executives in my **organization** communicate decisions in a timely manner.	1	2	3	4	5	DK	N/A
56	Executives in my organization clearly communicate strategic changes and/or changes in priorities.	1	2	3	4	5	DK	N/A
57	Executives in my organization provide clear direction for the future.	1	2	3	4	5	DK	N/A
58	Essential information flows effectively from senior leadership to staff.	1	2	3	4	5	DK	N/A
59	I have confidence in the senior leadership of my organization.	1	2	3	4	5	DK	N/A

MY ORGANIZATION

Your organization refers to your ministry, agency, office, or commission of the Province.

Thinking of this point in time, please indicate your level of agreement with the following statements about your organization.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
60	My organization is taking steps to ensure the long-term success of its vision, mission and goals.	1	2	3	4	5	DK	N/A
61	The vision, mission and goals of my organization are communicated well.	1	2	3	4	5	DK	N/A
62	I know how my work contributes to the achievement of my organization's goals.	1	2	3	4	5	DK	N/A
#	I am motivated by my organization to help achieve its objectives.	1	2	3	4	5	DK	N/A
#	I find my organization inspiring to work for.	1	2	3	4	5	DK	N/A

MY EMPLOYMENT AS A BC PUBLIC SERVANT

The following section asks for your level of agreement with statements focused on three distinct levels: your work unit, your organization, and the BC Public Service.

Thinking of this point in time, please indicate your level of agreement with the following statements.

	Work Unit	Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
63	I am satisfied with my job.	1	2	3	4	5	DK	N/A
64	I am satisfied with my **work unit.**	1	2	3	4	5	DK	N/A
65	I would prefer to remain with my work unit, even if a comparable job was available elsewhere in the BC Public Service.	1	2	3	4	5	DK	N/A
	Organization							
66	I am satisfied with my **organization**.	1	2	3	4	5	DK	N/A
67	I would prefer to remain with my organization, even if a comparable job was available elsewhere in the BC Public Service.	1	2	3	4	5	DK	N/A
	BC Public Service							
68	Overall, I am satisfied in my work as a BC Public Service employee.	1	2	3	4	5	DK	N/A
69	Overall, I feel valued as a BC Public Service employee.	1	2	3	4	5	DK	N/A
70	I am proud to tell people I work for the BC Public Service.	1	2	3	4	5	DK	N/A
71	I would prefer to stay with the BC Public Service, even if offered a similar job elsewhere.	1	2	3	4	5	DK	N/A
72	I would recommend the BC Public Service as a great place to work.	1	2	3	4	5	DK	N/A

REVIEW AND SUBMIT

Q# You are nearing the end of the survey. Before moving on to the next section, we'd like to offer you the chance to review your answers so far. You will also be able to make changes to your responses as you see fit. If you prefer, you may skip this feature and go straight to the open-ended section. Please select your preference below:

- o Review my answers (continue to REVIEW PAGE)
- o Continue without reviewing (skip to Q73)

REVIEW PAGE

Below you will find a list of survey questions and your responses. You may make changes to your responses by clicking on the question; this will bring you back to the page where you first answered the question. After making a change, you will be returned to this review page. Once you have finished reviewing your responses, click Next at the bottom of **this** page to continue the survey.

As a reminder, your responses indicate your level of agreement with the statement on the left, and can range from 1 (Strongly Disagree) to 5 (Strongly Agree), or can be Don't Know or Not Applicable.

TABLE OF RESPONSES WILL BE PRESENTED HERE

YOUR COMMENTS

73. What **one thing** would you like your organization to focus on to improve your work environment?

*Note: Comments are a valuable part of the survey. BC Stats will make every effort to remove any information that could potentially be used to identify a respondent. **To help us protect your identity, we strongly recommend that you avoid personalizing your comments.***

WORKPLACE IMPROVEMENTS

Thinking of this point in time, please indicate your level of agreement with the following statement.

		Strongly Disagree				Strongly Agree	Don't Know	Not Applicable
74	s.13 REPLACE WITH: I have seen improvements in my current workplace since the last Work Environment Survey.	1 Go to Q76	2 Go to Q76	3 Go to Q75	4 Go to Q75	5 Go to Q75	DK Go to Q76	N/A Go to Q76

75. Please describe the improvement(s) made in your workplace.

> *Note: Comments are a valuable part of the survey. BC Stats will make every effort to remove any information that could potentially be used to identify a respondent.* ***To help us protect your identity, we strongly recommend that you avoid personalizing your comments.***

YOUR MODE OF WORK

This section of the survey contains questions regarding Leading Workplace Strategies (LWS) and work modes or "workstyles".

s.13

76. Leading Workplace Strategies (LWS) is the BC Public Service's approach to upgrading the workplace to support greater worker mobility and greater choice in work settings. Leading Workplaces are office environments that have been renovated (or newly built) to integrate technology into the workplace and provide flexible open and enclosed work settings (e.g., quiet/privacy rooms, free address workpoints, collaboration spaces), and feature modern design elements (e.g., colour, lighting, furniture).

Are you currently working in an LWS workplace?

    O Yes
    O No
    O Don't Know/Not Sure

77. There are various workstyles, ranging from assigned residents to fully mobile workers. For this survey, four main workstyles are identified and described below. Please refer to **Workstyle Examples** if you wish to see examples of these four workstyles.

Resident - office or open workpoint (e.g., cubicle) - *An employee who has a dedicated workpoint in a particular location, such as an office or dedicated cubicle, provided for their exclusive use while at the workplace.*

Internally mobile - *Workers who do not have a dedicated workpoint in the office. They work from a variety of workpoints in the office and may work at home (up to two days a week) depending on the work requirements. Internally mobile workers require a laptop to work and have a locker to store work-related materials and personal belongings.*

Externally mobile - *Workers who do not have a dedicated workpoint in the office. They work with partners, vendors or customers at a number of outside locations and, therefore, spend only small amounts of time in the workplace. They may also work from home (up to two days a week). Externally mobile workers require a laptop and a cell phone to work.*

Externally mobile - teleworker - *Work from a home-based workpoint three or more days a week. When teleworkers do come into the workplace, they are supported by a variety of workpoints and collaborative spaces.*

Based on the above descriptions, please indicate your current workstyle.

- O Resident – office or open workpoint (e.g., cubicle)
- O Internally mobile
- O Externally mobile
- O Externally mobile – teleworker
- O Don't Know/Not Applicable

EXAMPLES WILL BE AVAILABLE IN SEPARATE PDF FILE AS FOLLOWS:

Resident – office or open workpoint (e.g., cubicle) - *Lara does the majority of her work in a cubicle which she requires to function effectively.*

Internally mobile - *Jan works at different workpoints (e.g., open mobile workpoint, quiet rooms, meeting booths, etc.) in the office through the week to suit her needs. She books a meeting room when she needs to have a confidential meeting and uses quiet and privacy rooms to make private calls.*

Externally mobile - *Katja's job involves visiting job sites, consulting with stakeholders, and other tasks that frequently keep her on the road. She has little need for face-to-face meetings with the people in her workplace. She maintains relationships with her supervisor and other team members through virtual check-ins and meetings. Katja may also come into the workplace to join meetings or connect with supervisors and co-workers, or work for short periods supported by drop-in and collaborative spaces.*

Externally mobile – teleworker - *Cory works from home full-time and checks in with his supervisor at regular intervals through the day using Lync, email, and the telephone. He does not need to have regular contact with team members to do his job, but will come to the workplace when needed.*

DEMOGRAPHIC INFORMATION

s.13

This final section of the survey contains demographic questions that are asked of all BC public servants. These questions help inform who the BC Public Service is as an employer and assist in creating a more inclusive workplace for all. Diversity is strongly valued and understanding the diversity of the employees who make up our public service is important. This information can show whether the BC Public Service fully reflects all people in British Columbia and its regions, and whether more can be done to engage and support all employees in our public service.

The information you provide here will not be linked with your personnel file and will not be used to make individual personnel decisions. The data will be used only for statistical analysis and reported as aggregate percentages. The *BC Human Rights Code* and the *Charter of Rights and Freedoms* permit employers to collect the data required to plan and support special programs, like employment equity. All provisions of the *BC Freedom of Information* and *Protection of Privacy Act* apply.

s.13

REPLACE WITH:

Which of the following genders do you most closely identify with? *Select one of the following.*

- ○ Female
- ○ Male
- ○ Transgender
- ○ Prefer to self-describe:

Q#. As with the other questions in this demographic section, the question below is being asked in order to support the BC Public Service's commitment to being an inclusive employer, including people on the LGBTQ2S+ spectrum.

The information you provide here will not be linked with your personnel file and will not be used to make individual personnel decisions. The data will be used only for statistical analysis and reported as aggregate percentages.

Do you self-identify as a person on the LGBTQ2S+ (Lesbian, Gay, Bisexual, Trans, Queer, Two Spirit, and other) spectrum?

- Yes
- No
- Prefer to self-describe:

s.13

REPLACE WITH:

Do you identify yourself as an Indigenous person, that is, First Nations (status or non-status), Métis or Inuit?

- Yes (go to 79b)
- No (skip to 80)

s.13

REPLACE WITH:

Which of the following Indigenous groups do you identify with?

- First Nations (status or non-status) (skip to 81)
- Métis (skip to 81)
- Inuit (skip to 81)

80. Do you consider yourself to be a member of a visible minority group?

s.13

REPLACE WITH:

Members of visible minorities are persons, other than Indigenous peoples, who are non-Caucasian in race.

○ Yes

○ No

81. Do you consider yourself to be a person with a disability?

s.13

REPLACE WITH:

The Federal Employee Equity Act defines persons with disabilities as persons who have a persistent physical, mental, psychiatric, learning or sensory impairment and as a result experience specific and serious barriers to employment; or believe that a potential employer would likely consider them to be disadvantaged; or require work-related accommodation.

○ Yes

○ No

Thank you for completing the 2018 Work Environment Survey!

The information in this survey is collected under Section 26 of the *Freedom of Information and Protection of Privacy Act (FOIPPA)*. It is collected and kept confidential in accordance with the *Statistics Act* for statistical and research purposes. When survey results are published, your responses will be combined with the responses of others so that you cannot be identified.

Questions?

Please consult *Frequently Asked Questions* if you have any questions or run into technical difficulties.

Contact information for questions about the FOIPPA, access and privacy

Martin Monkman
Provincial Statistician and Director
BC Stats
PO Box 9410 Stn Prov Govt
Victoria, BC
V8W 9V1
Email: Martin.Monkman@gov.bc.ca

Prouten, James JTT:EX

From:	Prouten, James JTT:EX
Sent:	Tuesday, March 13, 2018 2:12 PM
To:	Ten Have, Jean JTT:EX
Subject:	RE: Methodology of equity group representation in BC workforce

Thank you, Jean!

From: Ten Have, Jean JTT:EX
Sent: Tuesday, March 13, 2018 2:01 PM
To: Prouten, James JTT:EX
Cc: Jefferson, Kate JTT:EX; Ingram, Kaylie JTT:EX; Tai, Erica PSA:EX
Subject: RE: Methodology of equity group representation in BC workforce

Hello all. The representation of the equity groups in the BC workforce is an average based on the occupations of people in the BC Public Service (BCPS). Each position in the BCPS has a NOC (occupation) code assigned to it, and from the 2011 NHS we have representation of the equity groups in BC by NOC. So using NOC as the link, we get the representation of the equity groups in the workforce that is available to fill that position. These representations are then averaged to get the aggregates you've listed below, Erica.

It may seem a bit convoluted, but what we're trying to measure is the workforce that is available to fill positions in the BCPS by only looking at the people who are in similar occupations in the overall BC workforce.

Hope this makes sense, but let me know if it doesn't!

Jean

Jean ten Have
Research Analyst – BC Stats
Service BC
Ministry of Jobs, Trade and Technology
T: 250-387-0331

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From: Prouten, James JTT:EX
Sent: Friday, March 9, 2018 3:40 PM
To: Ten Have, Jean JTT:EX
Cc: Jefferson, Kate JTT:EX; Ingram, Kaylie JTT:EX
Subject: FW: Methodology of equity group representation in BC workforce

Hi Jean – Erica is doing some research for the upcoming off-cycle survey at the PSA; Kaylie will be doing some related as well. Could I please ask you to field this question, and let us all know? Many thanks.

James

1

From: Tai, Erica PSA:EX
Sent: Friday, March 9, 2018 3:37 PM
To: Prouten, James JTT:EX
Subject: Methodology of equity group representation in BC workforce

Hi James,

My name is Erica and I'm a co-op student with the BC Public Service Agency. I've recently been doing some research to support the Diversity and Inclusion Plan and, to ensure consistency, have been asked to document the methodology behind some of the statistics around equity group representation that is used by the BC Public Service.

Can I ask how BC Stats arrives at the statistics around the representation of equity group members (women, visible minorities, Indigenous people, persons with disabilities) in the BC workforce? According to the 2015 Workforce Profile Report, these numbers were as follows:

- 56.4% women
- 4.9% Indigenous
- 20.7% visible minority
- 5.3% persons with a disability

I see in the Workforce Profile Report that the data comes from Stats Canada, but my calculations don't seem to arrive at the same statistics. I think I am missing something here.

I'm new to government so I'm not sure if I am overstepping with my request (I apologize if I am!) – is there legislation governing how information is shared between the BC Public Service and BC Stats?

Thanks so much,

Erica Tai, Co-op Research Analyst
Policy, Innovation and Engagement Division | BC Public Service Agency
810 Blanshard Street | Victoria, BC | V8W 9V1 | Office: 778-698-7862
Website: www.gov.bc.ca/myhr/contact
Phone: 250.952.6000 | Toll Free: 1.877.277.0772

Where ideas work.

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From:	Prouten, James JTT:EX
Sent:	Friday, May 11, 2018 10:19 AM
To:	Kalmet, Natalie PSA:EX; Wilson, Kristy PSA:EX
Subject:	RE: Sharing WES Diversity Data

Hi –

The workforce profiles reports are on the BC Stats public facing website (admittedly, you have to search for it).
https://www2.gov.bc.ca/gov/content/data/statistics/government/employee-research

Data from WES is not commonly shared externally, but ministries make their data available via their intranet sites and it is completely FOI-able.

So, from BC Stats' perspective, there is no issue re confidentiality/privacy with sharing the information. But it is the PSA who needs to make the call as it impacts your program area(s).

From: Kalmet, Natalie PSA:EX
Sent: Thursday, May 10, 2018 4:59 PM
To: Prouten, James JTT:EX; Wilson, Kristy PSA:EX
Subject: FW: Sharing WES Diversity Data

Do we have any guidance on sharing WES diversity data? I.e., to public servants broadly, or to external agencies? Have we done this before, are there barriers to consider, or is there pre-existing guidance from Lori on doing this?

Natalie

From: Ali, Nancy PSA:EX
Sent: Thursday, May 10, 2018 4:18 PM
To: Kalmet, Natalie PSA:EX
Cc: Daniels, Carrie PSA:EX
Subject: Sharing WES Diversity Data

Hi Natalie,
For the Diversity & Inclusion Action Plan, I'm in the midst of doing consultations with groups and organizations that either serve or are representative of the five different equity groups. Most of these consultations are external to the Public Service but there are some that are internal employee groups. I've received questions from both internal and external groups asking for information about the current diversity representation of BCPS employees.

I know that we do have some of that data from previous WES surveys broken down by job streams for Indigenous people, people with disabilities, visible minorities and women - see slide 5 of the attached PowerPoint which I was told came from the 2015 WES data. I'm wondering if this WES diversity data has been shared before – either broadly internally to PS employees and/or externally? Are there legal or privacy issues with sharing the data?

Thanks for any insight or guidance you can provide.
Cheers,
Nancy

1

Nancy Ali, Marketing Lead, Diversity and Inclusion
Employment Programs and Corporate Initiatives | BC Public Service Agency
810 Blanshard Street | Victoria BC | V8W 2H2 | Cell: 250-886-9941
Website: www.gov.bc.ca/myhr/contact
Phone: 250.952.6000 | Toll Free.1.877.277.0772

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