



## returning to work – employee survey

We are sharing this survey with other businesses in hopes that it helps to open the lines of communication with their staff regarding returning to work and possibly working from home on a regular basis.

Please revise and adapt as you see fit to adequately address the needs of your staff and organization. If you have specific questions regarding the survey, or if you feel that you need one of our in-house workplace strategists to review your current office layout, you can contact us at [workplace@helixkc.com](mailto:workplace@helixkc.com).

Be well.

# returning to work

The intent of this survey is to understand how our staff is feeling about coming back to the office. Your responses will be used to inform our plan to return to the office and develop a long-term strategy to balance working from home with working in the office.

**during the covid-19 outbreak, what portion of time are you working from home?**

- 100%
- 80-99%
- 60-80%
- 40-60%
- 20-40%
- 0-20%

**what challenges have you experienced while working from home?**

*enter your answer.*

**what have you enjoyed most about working from home?**

*enter your answer.*

**do you feel you are able to be as productive working from home?**

- I can not get most of my usual work accomplished
- I see a slight dip in my productivity, but can accomplish most of my work
- I see little to no decrease in my productivity when working from home
- I am more productive working from home

**would any additional tools or technology help you work more effectively from home?**

*enter your answer.*

**what do you miss most about coming to the office?**

*enter your answer.*

**what are your biggest concerns (if any) about returning to the office when the stay at home order is lifted?**

*enter your answer.*

**are there any policies or protocols we can implement that will help make you feel more comfortable returning to the workplace?**

*enter your answer.*

**please rate your preference toward working from home vs. working from the office:**

I would prefer to work from home the majority of the time.

I would prefer to work from home for the majority of my time, but work from the office  
1-2 days per week

I would prefer a mix of 2-3 days at home and 2-3 days in the office.

I would prefer to work from the office for a majority of my time, but work from home  
1-2 days per week

I would prefer to work from the office for all of my weekly hours

**how well has your organization communicated to you about office protocols for health, wellness and safety around COVID-19?**

extremely well

somewhat well

neutral

somewhat poorly

extremely poorly

**open comment field**

*please share any other thoughts or concerns about your work from home experience and/or returning to the office.*