



DEPARTMENT OF THE NAVY
COMMANDER NAVY INSTALLATIONS COMMAND
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N1/18U012
7 May 18

MEMORANDUM

From: Commander, Navy Installations Command

Subj: PARTICIPATION IN THE FEDERAL EMPLOYEE VIEWPOINT SURVEY

1. The Office of Personnel Management (OPM) opened the annual Federal Employee Viewpoint Survey (FEVS) to the Department of the Navy on 30 April this year. For the first time since 2012, the FEVS will go out to all eligible federal employees rather than to a randomly selected representative sample. If you are a permanent, full or part-time, appropriately funded employee onboard with Navy at the end of October 2017, you will receive an invitation to participate. This survey doesn't apply to the military or Foreign National components of our workforce. I strongly encourage you to complete the survey and make your voice heard.
2. The practice of surveying the federal workforce has been in place since 2002, but changed to an annual survey in 2010 under the title of Federal Employee Viewpoint Survey. Per OPM's 2017 Government-wide Management Report on FEVS, this survey "allows government employees to share their opinions about what matters most to them, and gives them the opportunity to let their leadership know how they feel about their jobs, their supervisors and their agencies."
3. Although there are some similarities with the Defense Equal Opportunity Climate Survey (DEOCS) that you may be most familiar with, the FEVS report for Navy and specifically for CNIC will provide a wealth of information and comparative data about a large portion of our civilian workforce. This tells us a very important story of how well we are doing and the areas we need to improve, but only if you participate before the survey ends on June 11th.
4. VADM Jackson has made "People First" an important objective in 2018 and you will hear more about the ongoing initiatives to do just that in the coming weeks. Your voice on FEVS is but one important measure that we have to shape these initiatives.
5. Your invitation to participate in the survey will be via your NMCI email address with the heading "[Non-DoD Source] The Federal Employee Viewpoint Survey: Empowering Employees. Inspiring Change" and signed by EVNV@opm.gov. If you don't receive or unsure of your eligibility, please check with your Region Human Resource Office. You may use work time to complete the survey and all responses are confidential.

A handwritten signature in black ink, appearing to read "G. R. PELOWSKI", is positioned above the typed name.

G. R. PELOWSKI
By direction

Distribution:
CNIC (N1)

You are invited to participate in the FEVS today!



What is the Federal Employee Viewpoint Survey (FEVS)?

- Administered by the Office of Personnel Management (OPM) since 2002 and measures employees' perceptions of whether, and to what extent, conditions characteristic of successful organizations are present in their agencies.
- Serves as a tool for employees to share their perceptions in many critical areas including their work experiences, their agency, and leadership.
- Provides results at lower levels allowing managers to see where improvements within their work unit are necessary. The results provide agency leaders insight into areas where improvements have been made, as well as areas where improvements are needed.

Who Participates in the Survey?

- FEVS will be emailed on a rolling basis by agency to every eligible Federal employee (permanently employed, non-political, non-seasonal, full- or part-time employees, onboard with their agency as of October 2017).
- Participants will receive a personalized link from ***“Federal Employee Viewpoint Survey-NV (evnv@opm.gov)”*** to complete the survey.
- Responses are confidential and will never be used to identify participants. OPM combines responses with other employees in your agency to provide reports for you and your leadership.

When Should the Survey be Completed?

- May be completed during normal work hours and only takes about 20-25 minutes to complete. Completing the survey can be considered part of your normal duties.

Who Should I Contact if I Require Assistance to Complete the Survey?

- Contact OPM’s Survey Support Center toll-free at **1-855-OPM-FEVS (1-855-676-3387)** or via email at EVNV@opm.gov if the survey format interferes with your ability to respond due to a disability, such as assistive technology incompatibility, or if you are experiencing other difficulties accessing your survey or have questions about the FEVS. For additional details: <https://www.opm.gov/fevs> .

Your feedback is very important. CNIC strongly encourages YOU to complete and submit the FEVS today. Thank you!