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# Overview of Workplace Issues in the 2002 Status of the Armed Forces Survey

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## **OVERVIEW OF WORKPLACE ISSUES IN THE 2002 STATUS OF THE ARMED FORCES SURVEY**

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DMDC would like to extend its appreciation to the thousands of service members who took the time to participate in the 2002 Status of the Armed Forces Survey—Workplace and Gender Relations and report their attitudes and opinions.

## OVERVIEW OF WORKPLACE ISSUES IN THE 2002 STATUS OF THE ARMED FORCES SURVEY

### **Executive Summary**

This report provides an overview of results on workplace issues obtained from the 2002 Status of the Armed Forces Survey—Workplace and Gender Relations (2002 WGR).<sup>1</sup> This survey was administered between December 2001 and April 2002 to a sample of almost 60,000 active-duty members below the rank of admiral or general, with at least 6 months of service at the time the first survey was mailed. Over 19,960 eligible service members returned usable surveys, representing an adjusted response rate of 36%.<sup>2</sup>

Chapters 1 and 2 provide background information on the history of the survey, survey administration procedures, and analytic methods used in the report. Four subsequent chapters focus on a different survey topic, with findings presented by Service and paygrade groups:

- Chapter 3, *Tempo and Readiness*, summarizes service members' personnel tempo (PERSTEMPO), including self-reported time away from permanent duty station, number of times away, total time away, and reasons for being away from home. In addition, the chapter also addresses service members' readiness for wartime duties.
- Chapter 4, *Satisfaction, Commitment, Expectations, and Retention Intention,* focuses on service members' satisfaction with compensation, medical care, child care, coworkers, and work. In addition, the chapter discusses members' commitment to their Service and expectations of military life and work. The remainder of the chapter focuses on members' stated intent to remain in the military and discusses steps members took to leave the military.
- Chapter 5, *Workplace Information*, describes the workplace in terms of materials and equipment, management support, teamwork, and individual growth, as well as workplace hostility. The remainder of the chapter focuses on careerism and mentors in the military.
- Chapter 6, *Leadership*, describes overall leadership and service members' immediate supervisors.

A summary of findings for each of these chapters follows. Trend analyses are presented when similar questions were asked in the *1999 Survey of Active-Duty Personnel*.<sup>3</sup>

<sup>&</sup>lt;sup>1</sup> Gender relations research results are reported by Lipari and Lancaster (2003).

<sup>&</sup>lt;sup>2</sup> Complete details of the survey development, sampling, administration, and dataset creation are reported by Willis, Lipari, and Mohamed (2002), and complete details of response rates and weighting are reported in George and Kroeger (2003).

<sup>&</sup>lt;sup>3</sup> Complete details of the survey development, sampling, administration, and dataset creation are reported by Wright, Williams, and Willis (2000b) and Wright, George, Flores-Cervantes, Valliant, and Elig (2001) and complete details of response rates and weighting are reported in Flores-Cervantes and Valliant (2001).

#### Tempo and Readiness

#### Personnel Tempo (PERSTEMPO)

- *Time Away From Permanent Duty Station Over the Last Year*. Over two-thirds of all service members (68%) had been away in the past 12 months.
  - Fewer E1-E4s (59%) reported spending time away from their permanent duty station than members from other paygrade groups (70-88%).
- *Number of Times Away From Permanent Duty Station.* Overall, service members reported being away 5.4 times during the 12 months prior to filling out the survey.
  - Junior enlisted members (E1-E4, 4.5 times) were away fewer times than members from other paygrade groups (5.6-7.3 times).
- *Total Length of Time Away From Permanent Duty Station.* Service members were away an average 2.3 months in the 12 months prior to filling out the survey.
  - Compared to 1999, Army members (2002, 2.4 months vs. 1999, 2.8 months) and Air Force members (2002, 1.6 months vs. 1999, 1.8 months) reported spending less time away from their permanent duty station.
  - A comparison of 2002 and 1999 shows E5-E9s (2002, 2.4 months vs. 1999, 2.7 months), W1-W5s (2002, 2.8 months vs. 1999, 3.3 months), O1-O3s (2002, 2.5 months vs. 1999, 2.9 months), and O4-O6s (2002, 2.0 months vs. 1999, 2.3 months) reported spending less time away from their permanent duty station.
- **Reasons for Being Away.** Overall, more service members were away for *joint training/field exercises/alerts* (35%), *unit training at combat training centers* (34%), and *military education* (29%) than other duties requiring them to be away.
  - More Navy members were away for *Operation Enduring Freedom* (20% vs. 6-14%), *time at sea for scheduled deployments* (33% vs. 0-26%), and *other time at sea* (29% vs. 0-17%).
  - Fewer Navy members were away for *other TDYs/TADs* (30% vs. 38-51%) than members from other Services.
  - More Army members were away for *joint training/field exercises/alerts* (44% vs. 14-37%), but fewer Army members were away for *Operation Enduring Freedom* (6% vs. 9-20%) than members from other Services.
  - Fewer senior officers (O4-O6) reported they were away from their permanent duty station in the past 12 months because of *unit training at combat training centers* (17% vs. 25-29%), while more senior officers reported they were away because of *other TDYs/TADs* (79% vs. 23-63%) than members of other paygrade groups.

- *Wartime Preparedness.* A majority of service members reported they not only were physically prepared (81%), but also were prepared for wartime in terms of training and experience (77%).
  - Fewer Coast Guard members reported they were physically prepared (69% vs. 80-83%) for wartime and fewer reported their experience and training (65% vs. 74-80%) had prepared them for wartime.
  - More senior enlisted members (E5-E9, 84%) and senior commissioned officers (O4-O6, 86%) reported being prepared for wartime in terms of experience and training than junior enlisted (E1-E4, 67%) and junior commissioned officers (O1-O3, 72%).

#### Satisfaction, Commitment, Expectations, and Retention Intention

- *Members' Satisfaction With Components of Military Life.* On a scale from 1 to 5, service members' rating of Medical Care Satisfaction (3.4) was higher than Compensation Satisfaction (2.9) and Child Care Satisfaction (2.9).
  - Commissioned officers' ratings of Compensation Satisfaction (O1-O3, 3.2 and O4-O6, 3.3) were higher than members from other paygrade groups (2.7-2.9).
- *Satisfaction With Other Components of Military Life.* Overall, service members' rating of satisfaction with their *career, in general* (3.6) was higher than that of any other component of military life (3.1-3.5).
  - Although Army members' ratings were favorable, Army members' ratings of satisfaction with the *quality of their work environment* (3.0 vs. 3.2-3.6), *opportunities for professional development* (3.2 vs. 3.3-3.5), *level of care and concern shown by supervisors* (3.0 vs. 3.2-3.4), and *quality of leadership* (3.0 vs. 3.1-3.3) were lower than ratings from members of other Services.
  - Coast Guard members' ratings of satisfaction with *quality of their current residence* (3.8 vs. 3.2-3.6) and their *career, in general* (3.8 vs. 3.5-3.7) were higher than ratings from members of other Services.
  - Compared to enlisted members' ratings, commissioned officers' ratings of satisfaction with *quality of their current residence* (O1-O3, 3.9 and O4-O6, 3.9 vs. E1-E4, 3.2 and E5-E9, 3.6) and *quality of work environment* (O1-O3, 3.5 and O4-O6, 3.5 vs. E1-E4, 3.2 and E5-E9, 3.3) were higher.
  - Commissioned officers also rated the following components of military life higher than enlisted members: *opportunities for professional development* (O1-O3, 3.6 and O4-O6, 3.7 vs. E1-E4, 3.2 and E5-E9, 3.4), *level of care and concern shown by supervisors* (O1-O3, 3.5 and O4-O6, 3.6 vs. E1-E4, 3.0 and E5-E9, 3.2), and *quality of leadership* (O1-O3, 3.4 and O4-O6, 3.5 vs. E1-E4, 3.0 and E5-E9, 3.1).

- *Satisfaction With Coworkers and Work.* Overall, service members rated their Coworker Satisfaction (3.6) and their Work Satisfaction (3.5) similarly.
  - E1-E4s' ratings of Coworker Satisfaction (3.4 vs. 3.7-4.0) and Work Satisfaction (3.3 vs. 3.7-4.0) were somewhat less favorable than members' ratings from other paygrade groups.
- *Commitment to Service*. The overall service members' rating (4.0) of Commitment to their Service was favorable.
  - Ratings by E1-E4s (3.8), while still favorable, were lower than ratings of members from other paygrade groups (4.1-4.3).
- *Expectations of Military Life and Work.* Overall, a majority of service members reported their life (83%) and work (74%) met or exceeded their expectations since first entering the military.
  - More Air Force members (87%) reported their life in the military met or exceeded their expectations than members from other DoD Services (80-83%).
  - Fewer E1-E4s reported their life (73% vs. 87-90%) and work (66% vs. 75-85%) either met or exceeded their expectations than members from other paygrade groups.
- *Stated Retention Intention.* A majority of service members (60%) reported they were more likely to choose to stay on active duty, if given the choice.
  - Within DoD, Air Force members (65% vs. 52-61%) were more likely to choose to remain on active duty.
  - When comparing the Services from 1995 to 1999, Marine Corps members were consistently less likely than members of other Services to choose to remain on active duty.
  - Fewer E1-E4s (42%) reported it was more likely that they would stay on active duty than members of other paygrade groups (63-80%), and, when comparing paygrade groups across time, E1-E4s were consistently less likely than members of other paygrade groups to choose to remain on active duty.
- *Steps to Leaving the Military.* Overall, 61% of service members, with more E1-E4s (66%) than members of other paygrade groups (54-59%) responded they *thought seriously about leaving the military.* 
  - Overall, fewer service members took more active steps related to leaving the military, including: *preparing a resume* (23%), *attending programs that prepare for civilian employment* (14%), *applying for a job* (10%), and *interviewing for a job* (6%).

#### Workplace Information

- *Description of Workplace.* A majority of service members (89%) indicated they know what is expected from them at work.
  - By Service, fewer Army members agreed they have the necessary materials and equipment to do their work right (57% vs. 62-73%) and that members are kept informed about issues and decisions that affect them (42% vs. 48-53%).
    - More Air Force and Coast Guard members agreed their supervisors seem to care about them (both 70% vs. 61-64%), coworkers are committed to quality (63% and 62% vs. 55-57%), and their supervisors deal fairly with issues of equal treatment at the workplace (71% and 69% vs. 62-64%).
    - More Air Force members (73% vs. 57-65%) agreed they have the necessary materials and equipment do their work right.
    - More Coast Guard members agreed they have received recognition or praise for doing good work in the last week (52% vs. 40-43%) and their opinions seem to count (66% vs. 55-60%).
  - By paygrade groups, fewer E1-E4s agreed they have the opportunity to do their best (47% vs. 58-66%), their supervisor seems to care about them (59% vs. 67-74%), their opinions seem to count (41% vs. 65-80%), their coworkers are committed to quality (44% vs. 61-84%), and employees are kept informed about issues and decisions that affect them (41% vs. 49-63%).
    - More E1-E4s (42%) have a best friend at work than members of other paygrade groups (25-33%).
    - More O4-O6s agreed they have the necessary materials and equipment (75% vs. 62-70%), their opinions seem to count (80% vs. 41-74%), their coworkers are committed to quality (84% vs. 44-77%), promotions are based on work-related characteristics (48% vs. 27-42%), and employees are kept informed (63% vs. 41-57%).
- *Workplace Hostility.*<sup>4</sup> Service members indicated they had experienced Workplace Hostility once or twice (2.0) in the last 12 months.
  - By Service, Air Force and Coast Guard members (both 1.8) were less likely to have experienced these types of behaviors in the last 12 months.
  - Enlisted members (E1-E4, 2.2 and E5-E9, 1.9) were more likely to experience these types of behaviors than members in other paygrade groups (1.6-1.7).

<sup>&</sup>lt;sup>4</sup> The Workplace Hostility scale is composed of multiple questions which ask service members if they were targeted with hostile behaviors in the workplace. The scale ranges from 1 to 5. A lower scale score indicates less workplace hostility, while a higher scale score means there is more workplace hostility.

- *Careerism.*<sup>5</sup> Overall, service members rated Careerism an average of 2.7.
  - Service comparisons show that Coast Guard members (2.6) rated Careerism lower than members from other Services (2.7-2.8).
  - Junior enlisted (E1-E4, 2.9) rated Careerism in the workplace higher than members in other paygrade groups (2.3-2.7).
- *Mentoring.* Overall, 61% of service members reported they currently have a mentor or had a mentor in the past.
  - More warrant officers (80% vs. 49-69%) reported they had a mentor, while fewer E1-E4s (49% vs. 69-80%) reported they had a mentor.
  - Over half of service members (62%), with more Army members (67%) than members from other Services (51-63%), reported their mentor was an NCO/petty officer.
    - By Service, more Air Force members (26%) reported their mentor was a commissioned officer than members of other Services (19-23%).
    - Findings by paygrade show that service members and mentors were in similar paygrade groups.
  - Almost half of service members (47%) reported their mentor was a person who is/was higher in rank than them, but not their rater or senior rater.
    - By Service, more Air Force (39%) members reported their mentor was their rater than members from other Services (16-32%).
    - More commissioned officers (O1-O3 and O4-O6, both 36%) reported their mentor was their rater than members of other paygrade groups (19-29%).
  - More than four-fifths (84% or more) of service members who indicated they currently have or had a mentor in the past, also reported their mentor had assisted them in several ways.
    - Fewer Air Force members (73%) reported their mentor had *assisted them in obtaining future assignments* than members of other Services (79-80%).

<sup>&</sup>lt;sup>5</sup> The Careerism scale is composed of multiple questions which ask service members if leaders within their work group put their own personal interests above the organization's interests to further personal advancement. The scale scores range from 1 to 5. A high scale score indicates the service member strongly agreed with negative statements about careerism in the military.

- When comparing ratings of mentors' assistance, Coast Guard members rated their mentor's ability to *provide support and encouragement* (4.0 vs. 4.2-4.3), *provide personal and social guidance* (3.6 vs. 3.8-3.9), *provide career guidance* (3.8 vs. 4.0-4.1), *instill Service core values* (3.7 vs. 3.9-4.1), and *provide moral/ethical guidance* (3.6 vs. 3.9-4.0) lower than members of other Services.
- More enlisted members reported their mentor had *assigned challenging tasks* (E1-E4, 89% and E5-E9, 89% vs. O1-O3, 84% and O4-O6, 82%), *provided personal and social guidance* (E1-E4, 94% and E5-E9, 93% vs. O1-O3, 88% and O4-O6, 90%), and *provided protection* (E1-E4, 91% and E5-E9, 88% vs. O1-O3, 84% and O4-O6, 84%) than commissioned officers.
  - For ratings of mentors' assistance, enlisted members rated their mentor's ability to *teach job skills* (E1-E4, 4.0 and E5-E9, 4.0 vs. O1-O3, 3.8 and O4-O6, 3.7), *provide personal and social guidance* (E1-E4, 4.0 and E5-E9, 3.9 vs. O1-O3, 3.7 and O4-O6, 3.7), and *protect them* (E1-E4, 4.0 and E5-E9, 3.9 vs. O1-O3, 3.8 and O4-O6, 3.8) higher than commissioned officers.

#### Leadership

- Leadership. A majority of service members agreed their Service's core values were clear (83%), supervisor had sufficient authority (73%), and supervisor encouraged people to learn from mistakes (69%).
  - When comparing the findings to the U.S. National Norm<sup>6</sup>, service members were more likely to agree their *Service's/organization's core values were clear* (83% vs. 78%) and that *leadership understood the problems faced on the job* (53% vs. 46%).
  - Service members were less likely to agree than employees in the U.S. National Norm that it was *difficult to balance work and personal responsibilities* (27% vs. 31%) and they had *trouble getting their work done because their priorities or work objectives changed so frequently* (34% vs. 38%).
- *Immediate Supervisor*. Overall, service members were positive in their assessment of their immediate supervisor.<sup>7</sup>
  - Air Force members rated their immediate supervisor's ability to *handle people-skills* (3.8 vs. 3.6-3.7), *handle conceptual-skills* (3.9 vs. 3.7-3.8), and *adapt to challenges and improvements through learning* (3.8 vs. 3.6, all) higher than members in other DoD Services.

<sup>&</sup>lt;sup>6</sup> Leadership findings were compared to the International Survey Research's (ISR) U.S. National Norm. The U.S. National Norm consists of employees in U.S. corporations. The U.S. National Norm data are weighted by industry and company size to reflect U.S. labor markets.

<sup>&</sup>lt;sup>7</sup> Ratings ranged from 1 to 5.

- Commissioned officers (O1-O3 and O4-O6, both 4.1) rated their immediate supervisors' ability to *handle the technical-skills part of the job* higher than enlisted members and warrant officers (3.9, all).
- E1-E4s rated their immediate supervisors' ability to *handle people-skills* (3.6 vs. 3.7-3.9), *handle conceptual skills* (3.6 vs. 3.8-4.1), *communicate* (3.6 vs. 3.7-3.9), *make decisions* (3.5 vs. 3.7-3.9), *motivate* (3.4 vs. 3.5-3.8), *build a team* (3.4 vs. 3.6-3.7), *learn* (3.5 vs. 3.7-3.9), *plan and organize* (3.5 vs. 3.6-3.9), and *execute* (3.7 vs. 3.8-4.0) lower than members of other paygrade groups.
- Commissioned officers rated their supervisors' ability to *communicate* (O1-O3, 3.8 and O4-O6, 3.9 vs. E1-E4, 3.6 and E5-E9, 3.7), *execute* (O1-O3 and O4-O6, both 4.0 vs. E1-E4, 3.7 and E5-E9, 3.8), and *assess* (O1-O3, 3.7 and O4-O6, 3.8 vs. E1-E4, 3.5 and E5-E9, 3.6) higher than enlisted members.

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## OVERVIEW OF WORKPLACE ISSUES IN THE 2002 STATUS OF THE ARMED FORCES SURVEY

#### **Chapter 1: Introduction**

In 1988 and 1995, the Defense Manpower Data Center (DMDC) conducted Joint-Service surveys of active-duty members that measured sexual harassment and gender issues. In 1997, Congress mandated, via Public Law 104-201 (September 23, 1996), Sec. 571, of the National Defense Authorization Act for Fiscal Year 1997, that the Secretary of Defense conduct periodic surveys which would "identify and assess racial and ethnic issues and discrimination, and to identify and assess gender issues and discrimination, among members of the Armed Forces." To fulfill this requirement, DMDC conducted its third Joint-Service survey, the 2002 Status of the Armed Forces: Workplace and Gender Relations Survey (2002 WGR).

In addition to fulfilling the requirement for measuring gender-related issues, the 2002 survey also included many items on general workplace issues. This report provides an overview of results obtained from the workplace items on the survey. Chapter 2, *Survey Methodology*, provides background on survey administration, analytic procedures, and the presentation of results. Each of the remaining chapters in this report focuses on a different survey topic and presents results by demographic subgroups. Chapter 3, *Tempo and Readiness*, discusses the time commitments required of members, including time away from home in the preceding 12 months, reasons for being away, and members' readiness to perform their duties. Chapter 4, *Satisfaction, Commitment, Expectations, and Retention Intention,* focuses on satisfaction with various components of military life, coworker, and work satisfaction, commitment to Service, and expectations of military life and work. In addition, the chapter discusses members' stated intent to remain in the military and any active steps to leave the military. Chapter 5, *Workplace Information,* describes the workplace, workplace hostility, careerism, and mentoring issues. Chapter 6, *Leadership,* focuses on overall leadership and compares aspects of overall leadership to national norms. The chapter also describes the service member's immediate supervisor.

This overview is one of a series of reports planned to present results from the 2002 WGR. In addition to this report and the Armed Forces 2002 Sexual Harassment Survey report<sup>8</sup>, a set of tabular volumes presenting members' responses to all survey items by Service, paygrade, location, and gender is available (Greenlees, Deak, Rockwell, Lee, Perry, Willis, & Mohamed, 2003a and 2003b). Complete details of the survey development, sampling, administration, and dataset creation are reported by Willis, Lipari, and Mohamed (2002), and George and Kroeger (2003).

<sup>&</sup>lt;sup>8</sup> Gender relations research results are reported by Lipari and Lancaster (2003).

#### Chapter 2: Survey Methodology

This chapter describes the survey methodology for this report and for the 2002 WGR. The first section explains the survey and sample design, survey administration, and data weighting for the survey. The second section describes the estimation procedures and analytic subgroups used in this report. The third and fourth sections discuss the interpretation of scales and the presentation of results for this report.

#### Survey Design and Administration

#### Sample Design

A single-stage, stratified random sample of 60,415 service members was used for the 2002 WGR. The population of interest for the survey consisted of all active-duty members of the Army, Navy, Marine Corps, Air Force, and Coast Guard, below the rank of admiral or general, with at least 6 months of active-duty service.

The sampling frame was stratified by Service, gender, paygrade, race/ethnicity, and a measure of occupational tempo as an indicator of how likely the member was to be deployed. In addition to these stratification variables, the sample design also considered geographic location. Further details of the sample design are reported by Elig (2003).

#### Survey Administration

Data were collected by mail and Web<sup>9</sup> with procedures designed to maximize response rates. Beginning on December 10, 2001, a notification letter explaining the survey and soliciting participation was sent to sample members. The introductory letter was followed on December 26, 2001, by a package containing the questionnaire. Approximately 2 weeks later, a third letter was sent to thank individuals who had already returned the questionnaire and to ask those who had not completed and returned the survey to do so. At approximately 2 weeks and 6 weeks after the reminder/thank you letter mailing, second and third questionnaires, with letters stressing the importance of the survey, were mailed to individuals who had not responded to previous mailings. The field closed on April 23, 2002. Details on survey administration are reported by Willis, Lipari, and Mohamed (2002).

#### Data Weighting

A total of 19,960 eligible members returned usable surveys. Data were weighted to reflect the active-duty population as of December 2001. A three-step process was used to produce final weights. The first step calculated base weights to compensate for variable probabilities of selection. The second step adjusted the base weights for nonresponse due to inability to determine the eligibility status of the sampled member and to the sampled member failing to return a survey. Finally, the nonresponse-adjusted weights were raked to force estimates to known population totals as of the start of data collection (December 2001). The

<sup>&</sup>lt;sup>9</sup> Except for the first notification letter, each letter included an invitation to the respondent to take the survey on the Web, rather than completing the paper version of the survey. Twenty-five percent of female respondents and 32% of male respondents completed the Web version of the survey.

responses represent an adjusted weighted response rate of 36%. Complete details of weighting and response rates are reported by Flores-Cervantes, Valliant, Harding, and Bell (2003) and Willis, Lipari, and Mohamed (2002).

#### **Questionnaire Design**

This survey was designed to provide users with timely, policy-relevant information on workplace and gender issues. The survey was constructed around a core of questions from previous surveys of DoD service members and focused on their experiences, attitudes, and demographic characteristics.

A copy of the 16-page, 90-item questionnaire is provided in Appendix A. The survey's content can be grouped into six sections:

*Background* – includes information on gender, race/ethnic status, education, duty status, Service, paygrade, and time in Service;

*Workplace Information* – includes questions on time at permanent duty station, and supervisors, leadership, and coworkers;

Mentoring - includes questions on background and helpfulness of mentors;

*Readiness, Health, and Well-Being* – includes questions on individual preparedness and physical and emotional health;

*Gender-Related Experiences in Military* – includes questions on experiences of unprofessional, gender-related behaviors, the extent to which experiences were reported and, if reported, members' satisfaction with the complaint process and outcomes;

*Personnel Policy and Practices* – includes questions on the amount and effectiveness of sexual harassment training received, and service members' views on current policies designed to prevent sexual harassment.

#### Analytic Procedures

#### Subgroups

The analyses underpinning the results in this report focus on providing findings for DoD as a whole and for subgroups defined by Service and paygrade group. Respondents were assigned to categories within subgroups, primarily through the answers they provided on the survey. In the case of missing data on Service and paygrade, data were imputed using administrative records.

Subgroups were constructed as follows:

<u>Service</u> is defined by Question 6, "In what Service are you?" The response options were Army, Navy, Marine Corps, Air Force, and Coast Guard.

<u>Paygrade group</u> is based on Question 7, "What is your current paygrade?" The original 20 response options were collapsed to five categories for analysis: E1-E4; E5-E9; W1-W5; O1-O3; and O4-O6.

#### **Estimation Procedures**

The 2002 WGR used a complex sample design that required weighting to produce population estimates. Standard statistical software underestimates standard errors and variances, which affect tests of statistical significance. This report uses margins of error calculated in SAS 8.0, by Taylor's linearization variance estimation. These SAS 8.0 procedures accommodate features of complex designs and weighting.

By definition, sample surveys are subject to sampling error. Standard errors are estimates of the random variation around population parameters, such as a percentage or mean. The analysis in this report used margins of error (95% confidence intervals) to represent the degree of uncertainty introduced by the nonresponse and weighting adjustments.<sup>10</sup>

In this report, pairs of percentage estimates were compared to see if they were statistically significant. When the margin of error of the first percentage estimate overlapped the margin of error of the second percentage estimate, the difference between the two estimates was assumed not statistically significant. When the two margins of error did not overlap, the difference was deemed statistically significant.

#### Interpretation of Scales

Scales were composed of multiple items to measure the theoretical construct of interest. Factor analysis was used to confirm that a series of questions were relatively homogeneous and internally consistent. This analysis is a statistical technique used to determine the number of underlying dimensions contained in a set of observed variables (questions) and to identify the subset of variables that measure the same latent variable, or scale.

The mean scale scores were based on individuals who answered more than 50% of the items within the scale. In this report, scale scores typically range from 1 to 5, with the high value on each scale corresponding to what was of interest to DoD. For some scales, the high value may be a positive rating, but for others it is a negative rating. For example, higher scale scores on questions about a service member's *Commitment* (to their Service) and *Satisfaction With Components of Military Life* indicate a more positive rating of the military environment. However, in a scale measuring perceptions of *Workplace Hostility*, higher scores indicate that the respondents perceived more examples of this type of behavior—a more negative perception. The beginning of each section includes an explanation of how to interpret the results of that scale or rate. For more information on scales, please refer to Ormerod, et al (2003).

<sup>&</sup>lt;sup>10</sup> The margin of error represents the degree of certainty that the percentage or mean would fall within the interval in repeated samples of the population. Therefore, if 55% of individuals selected an answer and the margin of error was  $\pm 3$ , in repeated surveyed samples from the population, in 95% of the samples, the percentage of individuals selecting the same answer would be between 52% (55 minus 3) and 58% (55 plus 3).

#### Presentation of Results

The only numbers that are presented in this report are those for differences that are statistically significant. The use of the word "significantly" is redundant and, therefore, not used.

The tables and figures in the report are numbered sequentially within chapters. The titles describe the subgroup and dependent variables presented in the table. Unless otherwise specified, the numbers contained in the tables are percentages, with margins of error at the end of the table.<sup>11</sup>

#### **Data Suppression**

Unstable estimates in table cells were suppressed or annotated. Estimates may be unstable because of a small denominator size for that cell or large variance in the data or weights. The following rules were used:

- A cell estimate was not published if the unweighted denominator size was less than 30. These cells are annotated "NR" (Not Reported).
- A cell estimate was published with an asterisk if the denominator size was 30 to 59.
- A cell estimate was published with an asterisk if the relative standard error for that estimate was greater than 30%.

#### Time Comparisons

There are some questions on the 2002 survey that were also asked on the *1995 Sexual Harassment Survey (SHS)* and *1999 Survey of Active-Duty Personnel (ADS)*. These repeated measures permitted comparisons of active-duty members' opinions during these time periods. Members of the Guard/Reserve in full-time active-duty programs (AGR/TARs) were included in the 1995 and 1999 samples, but not sampled in the 2002 survey. Therefore, for the datasets to be comparable, the results in this report for the 1995 and 1999 surveys exclude AGR/TARs.

<sup>&</sup>lt;sup>11</sup> Tables were simplified in this report by reporting the largest margin of error for all the estimates reported in a column for the specified subgroup. Exact margins of error for specific estimates can usually be found in Greenless et al. (2003a and 2003b).

#### **Chapter 3: Tempo and Readiness**

Chapter 3 summarizes service members' PERSTEMPO (i.e., time away from permanent duty station for military duties). This includes self-reported time away from permanent duty station, number of times away, total time away, and reasons for being away. The same questions, with the exception of the number of times away, were asked in the *1999 ADS*, which allow comparisons between 1999 and 2002. In addition to examining PERSTEMPO, the chapter addresses service members' readiness for wartime duties. A summary of PERSTEMPO and readiness findings is presented in the final section of this chapter. Tables supporting the analysis reported here appear in Greenlees et al. (2003a).

#### PERSTEMPO

#### Time Away From Permanent Duty Station Over the Last Year

In order to assess PERSTEMPO, service members were asked the following question:

*Q25.* In the past 12 months, have you been away from your permanent duty station/homeport overnight because of your military duties?

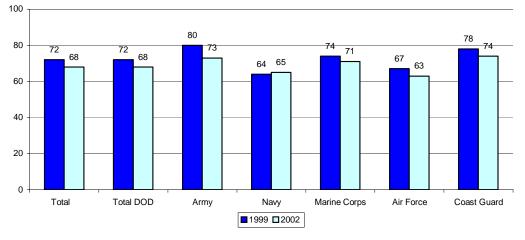
- Yes
- *No*

*Service findings.* Figure 3.1 shows the percentage of service members away from their permanent duty station by Service. Over two-thirds of all service members (68%) reported they had been away in the past 12 months. There were no significant differences found across the Services.

*Service comparisons over time.* Compared to 1999, there was a decline in the percentage of service members overall (2002, 68% vs. 1999, 72%) and in particular fewer Army members (2002, 73% vs. 1999, 80%) who reported spending time away from their permanent duty station.

#### Figure 3.1.

Percentage Away From Permanent Duty Station/Homeport During Past 12 Months due to Military Duties in 1999 and 2002, by Service

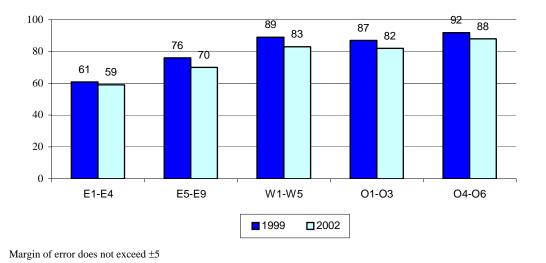


Margin of error does not exceed  $\pm 5$ 

*Paygrade findings.* Figure 3.2 shows the analysis across the paygrade groups. Fewer E1-E4s (59% vs. 70-88%) reported spending time away from their permanent duty station because of military duties in the past 12 months.

*Paygrade comparisons over time*. When comparing 2002 findings to those from 1999, fewer E5-E9s (2002, 70% vs. 1999, 76%), W1-W5s (2002, 83% vs. 1999, 89%), O1-O3s (2002, 82% vs. 1999, 87%), and 04-06s (2002, 88% vs. 1999, 92%) reported spending time away from their permanent duty station.

Figure 3.2. Percentage Away From Permanent Duty Station/Homeport During Past 12 Months due to Military Duties in 1999 and 2002, by Paygrade Groups



#### Number of Times Away From Permanent Duty Station

Service members were also asked how many separate times they were away from their permanent duty station/homeport for at least one night because of their military duties.

Q26. During the past 12 months, how many separate times were you away from your permanent duty station/homeport for at least one night because of your military duties?

- 1-2 times
- *3-4 times*
- *5-6 times*
- 7-8 times
- 9-10 times
- 11-12 times
- 13-24 times
- 25 times or more

For purposes of this report, response categories were recoded to the mean of the response category, with the final category set to 25. Respondents who indicated, on Question 25, they had not been away from their permanent duty station were set to zero for these analyses. The following comparisons are based on mean times away.

Table 3.1 shows the average number of times away by Service and paygrade group. Overall, service members reported being away 5.4 times from their permanent duty station/homeport during the 12 months prior to filling out the survey. Air Force members were away fewer times (3.2) than members from other Services (6.0-6.9 times). In addition, junior enlisted members were away fewer times (E1-E4, 4.5 times) than members from other paygrade groups (5.6 -7.3 times).

#### Table 3.1.

Average Number of Times Away From Permanent Duty Station/Homeport During Past 12
Months due to Military Duties, by Service and Paygrade Groups

	Average Number of Times Away
Total	5.4
Total DoD	5.4
Service	
Army	6.0
Navy	6.4
Marine Corps	6.1
Air Force	3.2
Coast Guard	6.9
Paygrade	
E1-E4	4.5
E5-E9	5.6
W1-W5	6.7
01-03	6.7
04-06	7.3
Margin of Error	±0.8

#### Total Length of Time Away From Permanent Duty Station

The following question asked service members the total length of time they were away from their permanent duty station/homeport because of their military duties:

Q28. In the past 12 months, what was the total length of time you were away from your permanent duty station/homeport because of your military duties? Add up all nights away from your permanent duty station.

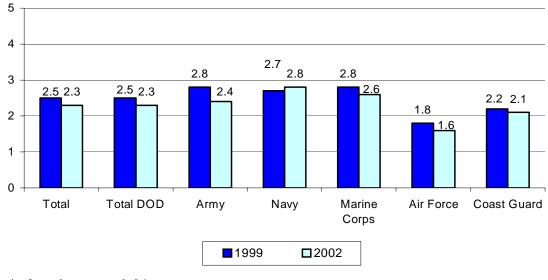
- Less than 1 month
- 1 month to less than 3 months
- 3 months to less than 5 months
- 7 months to less than 10 months
- 10 to 12 months

For purposes of this report, response categories were recoded to the mean, with the first category (*less than 1 month*) set to .5 months. Respondents who indicated, on Question 25, they had not been away from their permanent duty station were set to zero for these analyses. The following comparisons are based on mean length of time.

*Service findings.* Figure 3.3 shows the average months away by Service. Service members indicated they were away an average of 2.3 months in the 12 months prior to filling out the survey. Air Force members (1.6 months) were away for less time than members from other Services (2.1-2.8 months).

*Service findings over time.* Compared to 1999, Army members (2002, 2.4 months vs. 1999, 2.8 months) and Air Force members (2002, 1.6 months vs. 1999, 1.8 months) reported spending less time away from their permanent duty station.

#### Figure 3.3. Average Months Away From Permanent Duty Station/Homeport During Past 12 Months due to Military Duties in 1999 and 2002, by Service

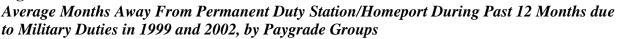


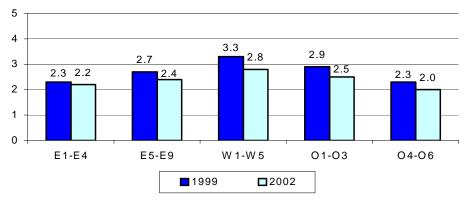
Margin of error does not exceed  $\pm 0.4$ 

*Paygrade findings.* Figure 3.4 shows average months away by paygrade groups. There were no differences across the paygrade groups.

*Paygrade findings over time.* A comparison of 2002 to 1999 shows E5-E9s (2002, 2.4 months vs. 1999, 2.7 months), W1-W5s (2002, 2.8 months vs. 1999, 3.3 months), O1-O3s (2002, 2.5 months vs. 1999, 2.9 months), and O4-O6s (2002, 2.0 months vs. 1999, 2.3 months) reported spending less time away from their permanent duty station.

#### Figure 3.4.





Margin of error does not exceed  $\pm 0.4$ 

#### Reasons for Being Away

Service members who had been away from their permanent duty stations during the past year were asked to indicate the types of military roles and missions in which they had participated while they were away and the time they spent in these activities.

Q27. During the past 12 months, how long were you away from your permanent duty station/homeport for the following military duties? Assign each of your nights away to only one type of military duty.

- Operation Enduring Freedom
- Peacekeeping or other contingency operation
- Foreign humanitarian assistance missions
- Unit training at combat training center
- *Counter drug operations*
- Domestic disaster or civil emergency
- *Time at sea (other than for the above)*
- Other time at sea (other than for the above)
- *Joint training/field exercises/alerts (other than for the above)*
- *Military education (other than for the above)*
- Other TDYs/TADs

For the purposes of this report, responses were recoded to *yes (some time away)* and *no (no time away)*. Percentages that appear in tables in this section indicate the percentage of all Service members who had participated in these types of missions in the 12 months prior to filling out the survey. The same question was asked in the *1999 ADS*, which allowed comparisons of reasons for being away between the 1999 and 2002 periods. Tables 3.2 and 3.3 show reasons for being away by Service and paygrade groups.

Service findings. Overall, more service members were away for other TDYs/TADs (38%), joint training/field exercises/alerts (29%), unit training at combat training centers (26%), and military education (24%) than for other duties requiring them to be away. More Navy members were away for Operation Enduring Freedom (20% vs. 6-14%), time at sea for scheduled deployments (33% vs. 0-26%), and other time at sea (29% vs. 0-17%), while fewer Navy members were away for other TDYs/TADs (30% vs. 38-51%) than members from other Services. More Coast Guard members were away for counter drug operations (20% vs. 1-4%), domestic disaster or civil emergency (12% vs. 1-6%), military education (35% vs. 20-25%), and other TDYs/TADs (51% vs. 30-44%) than members from other Services. More Army members were away for joint training/field exercises/alerts (44% vs. 14-37%), but fewer Army members were away for Operation Enduring Freedom (6% vs. 9-20%) than members from other Services.

Service findings over time. Overall, compared to 1999, there was a decline in the percentage of service members who were away for *peacekeeping or other contingency* operations, foreign humanitarian assistance missions, unit training at combat centers, domestic disaster or civil emergency, joint training/field exercises/alerts, and military education. The largest decrease was for *peacekeeping or other contingency operations*, with a drop from 20% in 1999 to 14% in 2002.

Several findings were specific to the Service(s) and missions. Fewer Army and Air Force members indicated they were away for *peacekeeping or other contingency operations* in 2002 than in 1999, with a larger decline among Air Force members — a decline of 12 percentage points. In addition, there was a small decline (3 and 5 percentage points) in the percentage of Army and Air Force members who indicated they were away for *foreign humanitarian assistance missions* and a small decline (approximately 2 percentage points) in the percentage of Army, Marine Corps, and Air Force members who were away for *domestic disaster or civil emergency*. Other findings include fewer members in the Services, except Coast Guard, indicated being away for *unit training at combat training centers*, with the largest decline among Marine Corps members — a decline of 13 percentage points. In addition, there was a slight decline (approximately 7 percentage points) in the percentage of Army, Air Force, and Coast Guard members who indicated they were away for *joint training/field exercises/alerts*. Lastly, fewer Army, Navy, Air Force, and Coast Guard members reported being away for *military education*, with the largest decline among Coast Guard members — a decline of 10 percentage points.

			DoD											
	Total		Total		Total Total DoD Army		Navy		Marine Corps		Air Force		Coast Guard	
	99	02	99	02	99	02	99	02	99	02	99	02	99	02
Operation Enduring Freedom	NA	11	NA	11	NA	6	NA	20	NA	9	NA	11	NA	14
Peacekeeping or other contingency operation	20	14	20	14	20	14	18	15	11	9	26	14	10	9
Foreign humanitarian assistance mission	7	4	7	4	6	3	8	6	7	6	7	2	9	6
Unit training at combat training center	34	26	34	26	47	38	25	19	48	35	20	15	14	10
Counter drug operation	3	2	2	2	2	2	4	4	2	1*	2	1	20	20
Domestic disaster or civil emergency	4	3	4	3	4	2	5	6	4	2	3	1	13	12
Time at sea for scheduled deployments	12	12	12	12	1	1	32	33	19	18	0	0*	24	26
Other time at sea	9	10	9	10	1	1	27	29	10	9	0	0	17	17
Joint training/field exercises/alerts	35	29	36	30	51	44	26	23	41	37	22	15	21	14
Military education	29	24	28	23	31	24	24	20	27	23	30	25	45	35
Other TDYs/TADs	38	38	38	38	38	38	31	30	40	41	44	44	52	51
Margin of Error	±1	±1	±1	<u>+2</u>	<u>+2</u>	<u>+</u> 3	<u>+2</u>	<u>+</u> 3	<u>±3</u>	<u>+</u> 3	<u>+2</u>	<u>+2</u>	<u>+</u> 4	<u>+</u> 4

Table 3.2.Percentage Away for Type of Military Duty in 1999 and 2002, by Service

\* Low precision and/or unweighted denominator size between 30 and 59.

**Paygrade findings.** Fewer senior officers (O4-O6) reported they were away from their permanent duty station in the past 12 months because of *unit training at combat training centers* (17% vs. 25-29%), while more senior officers reported they were away because of *other TDYs/TADs* (79% vs. 23-63%) than members of other paygrade groups. In addition, fewer E1-E4s (14% vs. 28-35%) indicated they were away because of *military education* than members of other paygrade groups.

*Paygrade findings over time.* Across all paygrade groups and time, there was a decline in the percentage of service members who were away for *peacekeeping or other contingency operations, unit training at combat training centers*, and *military education*. Although the percentages declined across the paygrade groups, warrant officers exhibited the greatest decline in *peacekeeping or other contingency operations* (2002, 14% vs. 1999, 23%) and *unit training at combat training centers* (2002, 29% vs. 1999, 41%). In terms of *military education* across paygrade groups, O4-O6s (2002, 29% vs. 1999, 41%) showed the largest decline – a decline of 12 percentage points.

A comparison of 2002 to 1999 indicates a similar decline in the percentage of members within paygrade groups, except warrant officers, who were away for *foreign humanitarian assistance missions*. There also was a small decline in the percentage of warrant officers who were away for *counter drug operations*, warrant officers and O1-O3s who were away for *domestic disaster or civil emergency*, and E5-E9s and O4-O6s who were away for *other TDYs/TADs*. In addition, across all paygrade groups and time, except for O4-O6s, there was a decrease in the percentage of service members who were away for *joint training/field exercises/alerts* – with the largest decline of 14 percentage points among warrant officers.

	]	Enlisted 1	Personne	1		rant cers	Commissioned Officers				
	E1	-E4	E5-E9		W1-W5		01-03		04-06		
	1999	2002	1999	2002	1999	2002	1999	2002	1999	2002	
Operation Enduring Freedom	NA	12	NA	11	NA	9	NA	11	NA	10	
Peacekeeping or other contingency operation	18	13	22	15	23	14	21	12	16	10	
Foreign humanitarian assistance mission	7	4	7	4	6	3	5	3	5	3	
Unit training at combat training center	36	28	33	25	41	29	35	28	21	17	
Counter drug operation	2	2	3	3	6	3	3	3	3	3	
Domestic disaster or civil emergency	4	3	4	4	7	3	5	2	4	4	
Time at sea for scheduled deployments	13	14	12	12	7	6	11	10	6	5	
Other time at sea	8	10	10	10	7	8	10	10	7	7	
Joint training/field exercises/alerts	37	33	34	27	48	34	37	28	29	26	
Military education	17	14	35	28	41	32	45	35	41	29	
Other TDYs/TADs	22	23	43	40	66	63	59	59	83	79	
Margin of Error	<u>+</u> 2	<u>+2</u>	±2	<u>+2</u>	<u>+4</u>	±6	<u>±2</u>	±3	<u>+2</u>	±3	

## Table 3.3.Percentage Away for Type of Military Duty in 1999 and 2002, by Paygrade Groups

#### Wartime Preparedness

This survey included measures of members' perceived preparedness. The specific measures used to assess service members' perceived preparedness for wartime were:

*Q45.* Taking into account your training and experience, how well prepared are you to perform your wartime job?

*Q46.* How well prepared are you physically to perform your wartime job?

Service members responded using a five-point scale: *very well prepared, well prepared, neither well nor poorly prepared, poorly prepared, and very poorly prepared.* For the purposes of this report, *very well prepared* and *well prepared* were combined and are the focus of these analyses reported here.

Table 3.4 shows wartime preparedness by Service. A majority of service members reported they not only were physically prepared (81%), but also were prepared for wartime in terms of training and experience (77%). Across the Services, fewer Coast Guard members reported they were physically prepared (69% vs. 80-83%) for wartime, and fewer reported that their experience and training (65% vs. 74-80%) had them prepared for wartime.

 Table 3.4.

 Percentage Indicating They Were Very Well Prepared/Well Prepared for Wartime, by Service

		DoD							
	Total	Total DoD	Army	Navy	Marine Corps	Air Force	Coast Guard		
Training and experience	77	77	74	80	78	77	65		
Physically	81	81	80	82	83	80	69		
Margin of Error	±1	±1	<u>+2</u>	<u>+2</u>	<u>+</u> 3	<u>+2</u>	<u>+</u> 4		

Table 3.5 shows wartime preparedness by paygrade groups. More senior enlisted members (E5-E9, 84%) and senior commissioned officers (O4-O6, 86%) reported being prepared for wartime in terms of experience and training than junior enlisted (E1-E4, 67%) and junior commissioned officers (O1-O3, 72%). In terms of physical preparedness, fewer junior enlisted members (E1-E4, 78%) indicated they were physically prepared for wartime than members from other paygrade groups (81-85%).

Table 3.5.Percentage Indicating They Were Very Well Prepared/Well Prepared for Wartime, byPaygrade Groups

	Enlisted 1	Personnel	Warrant Officers	Commissioned Officers			
	E1-E4	E5-E9	W1-W5	01-03	04-06		
Training and experience	67	84	88	72	86		
Physically	78	81	84	85	85		
Margin of Error	<u>+2</u>	<u>+2</u>	<u>+4</u>	<u>±3</u>	<u>+2</u>		

#### Summary

Chapter 3 presents findings for service members' PERSTEMPO (i.e., time away from permanent duty station for military duties), reasons for being away from their permanent duty station, and perceptions of wartime preparedness.

#### Overall

**PERSTEMPO.** In 2002, service members reported being away an average of 5.4 times and an average of 2.3 months during the 12 months prior to filling out the survey. There was a slight decline in the percentage of service members (2002, 68% vs. 1999, 72%) who spent time away since 1999.

**Reasons for being away.** In general, more service members were away for *other TDYs/TADs* (38%), *joint training/field exercises/alerts* (29%), *unit training at combat training centers* (26%), and *military education* (24%) than for other duties requiring them to be away.

• Compared to 1999, there was a slight decline in the percentage of service members who were away for *peacekeeping or other contingency operations, foreign humanitarian assistance missions, unit training at combat centers, domestic disaster or civil emergency, joint training/field exercises/alerts, and military education with the largest decrease (6 percentage points) for peacekeeping or other contingency operations.* 

*Wartime preparedness.* In terms of wartime preparedness, a majority of service members reported they were physically prepared (81%) for wartime and that they were prepared to perform their wartime job based on their training and experience (77%).

#### Service Findings

**PERSTEMPO.** Air Force members were away fewer times (3.2 times vs. 6.0-6.9 times) and for less time (1.6 vs. 2.1-2.8 months) than members from the other Services. Compared to 1999, fewer Army members reported being away (2002, 73% vs. 1999, 80%) and, on average, were away for less time (2002, 2.4 months vs. 1999, 2.8 months) from their permanent duty station.

**Reasons for being away.** More Navy members were away for *Operation Enduring Freedom* (20% vs. 6-14%), *time at sea for scheduled deployments* (33% vs. 0-26%), and *other time at sea* (29% vs. 0-17%) while fewer Navy members were away for *other TDYs/TADs* (30% vs. 38-51%) than members from other Services.

- More Coast Guard members were away for *counter drug operations* (20% vs. 1-4%), *domestic disaster or civil emergency* (12% vs. 1-6%), *military education* (35% vs. 20-25%), and *other TDYs/TADs* (51% vs. 30-44%) than members from other Services.
- More Army members were away for *joint training/field exercises/alerts* (44% vs. 14-37%), but fewer Army members were away for *Operation Enduring Freedom* (6% vs. 9-20%) than members from other Services.

**Reasons for being away over time.** Compared to 1999, there was a decline in the percentage of Army and Air Force members who indicated they were away for *peacekeeping or other contingency operations*, with a larger decline among Air Force members of 12 percentage points.

- Compared to 1999, fewer members in the Services, except Coast Guard, indicated being away for *unit training at combat training centers*, with the largest decline among Marine Corps members a decline of 13 percentage points.
- Compared to 1999, fewer Army, Navy, Air Force, and Coast Guard members reported being away for *military education*, with the largest decline (10 percentage points) among Coast Guard members.

*Wartime preparedness.* Fewer Coast Guard members reported they were physically prepared (69% vs. 80-83%) for wartime and fewer reported their experience and training (65% vs. 74-80%) had them well prepared for wartime.

#### **Paygrade Findings**

*PERSTEMPO.* In 2002, junior enlisted (E1-E4, 4.5 times) were away fewer times than members from other paygrade groups (5.6-7.3 times). Compared to 1999, fewer E5-E9s (2002, 70% vs. 1999, 76%), W1-W5s (2002, 83% vs. 1999, 89%), O1-O3s (2002, 82% vs. 1999, 87%), and 04-06s (2002, 88% vs. 1999, 92%) reported they spent any time away from their permanent duty station. In addition, E5-E9s (2002, 2.4 months vs. 1999, 2.7 months), W1-W5s (2002, 2.8 months vs. 1999, 3.3 months), O1-O3s (2002, 2.5 months vs. 1999, 2.9 months), and O4-O6s (2002, 2.0 months vs. 1999, 2.3 months) reported spending less time away from their permanent duty station.

**Reasons for being away.** Fewer senior officers (O4-O6) reported they were away because of *unit training at combat training centers* (17% vs. 25-29%). More senior officers reported they were away because of *other TDYs/TADs* (79% vs. 23-63%) than members of other paygrade groups. In addition, fewer E1-E4s (14% vs. 28-35%) indicated they were away because of *military education* than members of other paygrade groups.

- Across all paygrade groups and time, there was a decline in the percentage of service members who were away for *peacekeeping or other contingency operations, unit training at combat training centers*, and *military education*. Although the percentages declined across the paygrade groups, warrant officers exhibited the greatest decline in the percentage who spent time in *peacekeeping or other contingency operations* (2002, 14% vs. 1999, 23%) and *unit training at combat training centers* (2002, 29% vs. 1999, 41%).
- In terms of *military education*, O4-O6s (2002, 29% vs. 1999, 41%) showed the largest decline of 12 percentage points. In addition, across all paygrade groups and time, except for O4-O6s, there was a decrease in the percentage of members who were away for *joint training/field exercises/alerts* with the largest decline of 14 percentage points among warrant officers.

*Wartime preparedness.* More senior enlisted members (E5-E9, 84% vs. E1-E4, 67%) and senior commissioned officers (O4-O6, 86% vs. O1-O3, 72%) reported being well prepared for wartime in terms of experience and training. In addition, fewer junior enlisted members (E1-E4, 78%) indicated they were physically prepared for wartime than members from other paygrade groups (81-85%).

# Chapter 4: Satisfaction, Commitment, Expectations, and Retention Intention

Chapter 4 examines service members' responses to questions on satisfaction with components of military life, satisfaction with coworkers and work, commitment to their Service, and expectations of military life and work. In addition, the chapter presents findings on service members' stated intent to remain in the military and discusses their actions taken to leave the military. This chapter includes analyses of several scales. For complete details on the development of scales, refer to Ormerod et al. (2003). A summary of findings is presented in the final section of this chapter. Tables supporting the analysis reported here appear in Greenlees et al. (2003a).

## Members' Satisfaction With Components of Military Life

In order to evaluate satisfaction with various aspects of military life, service members were asked the following question:

*Q16. Indicate the extent to which you are satisfied with each of the following:* 

- Basic pay
- Special and incentive pay including bonuses
- Basic Allowance for Subsistence (BAS)
- Basic Allowance for Housing (BAH)
- Retirement pay you would get
- *Cost of living adjustments (COLA) to retirement pay*
- Availability of medical care for yourself
- Availability of medical care for your family
- *Quality of the medical care for yourself*
- *Quality of the medical care for your family*
- Out of pocket costs for medical care
- Availability of child care
- Quality of child care
- Affordability of child care
- *Family support services*
- *Quality of your current residence*
- Quality of your work environment (i.e., space, cleanliness, and maintenance and repair)
- *Opportunities for civilian education*
- Opportunities for professional development
- Level of care and concern shown by supervisors for subordinates
- Quality of leadership
- Your career, in general

#### Satisfaction With Compensation, Medical Care, and Child Care

Three scales were created using the first 12 survey items: Compensation Satisfaction, Medical Care Satisfaction, and Child Care Satisfaction. The Compensation Satisfaction scale includes survey items on basic pay, special and incentive pay, Basic Allowance for Subsistence (BAS), Basic Allowance for Housing (BAH), retirement pay, and cost of living adjustments to retirement. The Medical Care Satisfaction scale includes survey items on availability and quality of the service members' and their families' medical care and out-of-pocket costs. The Child Care Satisfaction scale includes survey items on availability, quality, and affordability of child care. The response options to these items ranged from 1 - very dissatisfied to 5 - very satisfied. A higher scale score indicates the service member was more satisfied.

The scale scores, by Service, are provided in Table 4.1. The overall service members' rating of Medical Care Satisfaction (3.4) was higher than Compensation Satisfaction (2.9) and Child Care Satisfaction (2.9). There were no differences across the Services.

				DoD				
	Total	Total DoD	Fotal DoD Army Navy		Marine Air Force Corps		Coast Guard	
Compensation Satisfaction	2.9	2.9	2.8	3.0	2.8	3.0	3.1	
Medical Care Satisfaction	3.4	3.4	3.4	3.5	3.4	3.5	3.4	
Child Care Satisfaction	2.9	2.9	2.8	3.0	3.0	3.0	2.7	
Margin of Error	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1	

 Table 4.1.

 Average Satisfaction With Compensation, Medical Care, and Child Care, by Service

The scale scores, by paygrade groups, are provided in Table 4.2. Commissioned officers' ratings of Compensation Satisfaction (O1-O3, 3.2 and O4-O6, 3.3) were higher than ratings from members of other paygrade groups (2.7-2.9).

	Enlisted 1	Personnel	Warrant Officers	Commission	Commissioned Officers		
	E1-E4	E5-E9	W1-W5	01-03	04-06		
Compensation Satisfaction	2.9	2.8	2.7	3.2	3.3		
Medical Care Satisfaction	3.6	3.3	3.2	3.5	3.4		
Child Care Satisfaction	3.0	2.9	2.9	3.0	3.2		
Margin of Error	±0.1	±0.1	±0.2	±0.1	±0.1		

Table 4.2.Average Satisfaction With Compensation, Medical Care, and Child Care, by Paygrade Groups

## Satisfaction With Other Components of Military Life

The remaining items in Question 16 did not measure a theoretical construct of interest (or a scale) and, therefore, are presented separately. Table 4.3 provides mean scores on the remaining components of military life, by Service. Overall, service members' ratings of satisfaction with their *career, in general* (3.6) were higher than those for any other component of military life (3.1-3.5). Although Army members' ratings were favorable, Army members' ratings of satisfaction with the *quality of their work environment* (3.0 vs. 3.2-3.6), *opportunities for professional development* (3.2 vs. 3.3-3.5), *level of care and concern shown by supervisors* (3.0 vs. 3.2-3.4), and *quality of leadership* (3.0 vs. 3.1-3.3) were lower than ratings from members of other Services. Coast Guard members' ratings of satisfaction with *quality of their career, in general* (3.8 vs. 3.5-3.7) were higher than ratings from members of other Services. In addition, Air Force members' (3.7) rating of satisfaction with *family support services* was higher than ratings from members of other Services (3.3-3.5).

				DoD			
	Total	Total DoD	Army	Navy	Marine Corps	Air Force	Coast Guard
Family support services	3.5	3.5	3.3	3.5	3.4	3.7	3.3
Quality of your current residence	3.5	3.5	3.3	3.6	3.2	3.6	3.8
Quality of work environment	3.3	3.3	3.0	3.5	3.2	3.5	3.6
Opportunities for civilian education	3.3	3.3	3.1	3.5	3.2	3.5	3.5
Opportunities for professional development	3.4	3.3	3.2	3.5	3.3	3.5	3.4
Level of care and concern shown by supervisors	3.2	3.2	3.0	3.3	3.2	3.4	3.4
Quality of leadership	3.1	3.1	3.0	3.1	3.3	3.2	3.3
Your career, in general	3.6	3.6	3.5	3.6	3.5	3.7	3.8
Margin of Error	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1

Table 4.3.Average Satisfaction With Other Components of Military Life, by Service

Table 4.4 provides the mean scores on other components of military life by paygrade groups. Compared to enlisted members' ratings, commissioned officers' ratings of satisfaction with *quality of their current residence* (O1-O3, 3.9 and O4-O6, 3.9 vs. E1-E4, 3.2 and E5-E9, 3.6) and *quality of work environment* (O1-O3, 3.5 and O4-O6, 3.5 vs. E1-E4, 3.2 and E5-E9, 3.3) were higher. In addition, commissioned officers rated the following components of military life higher than enlisted members: *opportunities for professional development* (O1-O3, 3.6 and O4-O6, 3.7 vs. E1-E4, 3.2 and E5-E9, 3.4), *level of care and concern shown by supervisors* (O1-O3, 3.5 and O4-O6, 3.6 vs. E1-E4, 3.0 and E5-E9, 3.2), and *quality of leadership* (O1-O3, 3.4 and O4-O6, 3.5 vs. E1-E4, 3.0 and E5-E9, 3.1). In addition, E1-E4s' ratings of satisfaction with *opportunities for civilian education* (3.1 vs. 3.3-3.6) and their *career, in general* (3.3 vs. 3.7-4.0) were lower than ratings from members of other paygrade groups.

	Enlisted 1	Personnel	Warrant Officers	Commissioned Officers		
	E1-E4	E5-E9	W1-W5	01-03	04-06	
Family support services	3.5	3.5	3.4	3.5	3.5	
Quality of your current residence	3.2	3.6	3.7	3.9	3.9	
Quality of work environment	3.2	3.3	3.3	3.5	3.5	
Opportunities for civilian education	3.1	3.4	3.3	3.5	3.6	
Opportunities for professional development	3.2	3.4	3.3	3.6	3.7	
Level of care and concern shown by supervisors	3.0	3.2	3.4	3.5	3.6	
Quality of leadership	3.0	3.1	3.3	3.4	3.5	
Your career, in general	3.3	3.7	3.9	3.8	4.0	
Margin of Error	±0.1	±0.1	±0.2	±0.1	±0.1	

Table 4.4.Average Satisfaction With Other Components of Military Life, by Paygrade Groups

## Satisfaction With Coworkers and Work

In order to evaluate coworker and work satisfaction, service members were asked the following question:

Q39. To what extent do you agree or disagree with the following statements about...

The People You Work With

- There is very little conflict among your coworkers
- You like your coworkers
- Your coworkers put in the effort required for their jobs
- You are satisfied with the relationships you have with your coworkers
- The people in your work group tend to get along
- The people in your work group are willing to help each other

#### The Work You Do

- Your work provides you with a sense of pride
- Your work makes good use of your skills
- Your present assignment is good for your military career
- You like the kind of work you do
- Your job gives you the chance to acquire valuable skills
- You are satisfied with your job as a whole

Two scales were created using the survey items. The Coworker Satisfaction scale includes survey items on satisfaction with coworker conflicts, satisfaction with coworker relationships, coworker work efforts, coworker relationships, work group compatibility, and helpfulness of coworkers. The Work Satisfaction scale includes survey items on sense of pride, use of skills, career suitability, work enjoyment, valuable skills, and overall job satisfaction. The response options to these items ranged from 1 - strongly disagree to 5 - strongly agree. A higher scale score indicates the service member more strongly agreed with positive statements about their coworkers and work (i.e., was more satisfied).

Scale scores, by Service, are provided in Table 4.5. Overall, service members equally rated their Coworker Satisfaction (3.6) and their Work Satisfaction (3.5). These scores did not vary by Service.

	Total	Total DoD Army Nav		Navy	Marine Corps	Air Force	Coast Guard	
Coworker Satisfaction	3.6	3.6	3.6	3.6	3.5	3.7	3.7	
Work Satisfaction	3.5	3.5	3.5	3.6	3.5	3.6	3.7	
Margin of Error	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1	

Table 4.5.Average Satisfaction With Coworkers and Work, by Service

Scale scores, by paygrade groups, are provided in Table 4.6. E1-E4s' ratings of Coworkers Satisfaction (3.4 vs. 3.7-4.0) and Work Satisfaction (3.3 vs. 3.7-4.0) were somewhat less favorable than members' ratings from other paygrade groups.

Table 4.6.Average Satisfaction With Coworkers and Work by, Paygrade Groups

	Enlisted	Enlisted Personnel		Commissioned Officers		
	E1-E4	E5-E9	W1-W5	01-03	04-06	
Coworker Satisfaction	3.4	3.7	3.9	3.9	4.0	
Work Satisfaction	3.3	3.7	4.0	3.8	3.8	
Margin of Error	±0.1	±0.1	±0.2	±0.1	±0.1	

## Commitment to Service

In order to evaluate commitment to the Service, service members were asked whether or not they agreed with statements about their Service.

*Q17.* Indicate the extent to which you agree or disagree with the following statements about your service:

- Being a member of your Service inspires you to do the best job you can
- You are willing to make sacrifices to help your Service
- You are glad that you are part of your Service
- You are NOT willing to put yourself out to help your Service

The Commitment scale was created using the first three survey items that were relatively homogenous. The Commitment scale includes survey items that ask service members if their Service inspires them to do their best, if they are willing to make sacrifices to help their Service, and if they are glad to be part of their Service. The response options on these items ranged from 1 - strongly disagree to 5 - strongly agree. A higher scale score indicates the service member more strongly agrees with positive statements about commitment to their Service.

The Commitment scale scores are provided in Figure 4.1. The total rating of Commitment to the Services (4.0) was favorable. There were no differences across the Services. Ratings by E1-E4s (3.8), while still favorable, were lower than ratings of members from other paygrade groups (4.1-4.3).

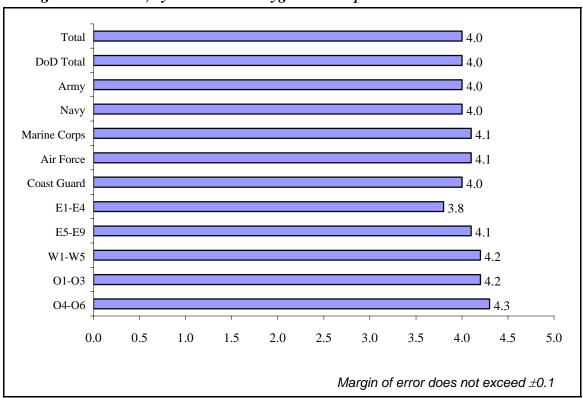


Figure 4.1. Average Commitment, by Service and Paygrade Groups

## Expectations of Military Life and Work

In order to examine expectations of life and work, service members were asked the following questions:

*Q14.* In general, has your life been better or worse than you expected when you first entered the military?

*Q15.* In general, has your work been better or worse than you expected when you first entered the military?

The response options to these items ranged from 1 - much worse to 5 - much better. For the purposes of this report, *much better, somewhat better,* and *as expected* have been combined and are the focus of the analyses reported here. The same questions on expectations of military life and work were included in the *1999 ADS*, which allows for comparisons between 1999 and 2002. The percentages are provided in Table 4.7-4.8.

*Service findings.* Overall, a majority of service members reported their life (83%) and work (74%) met or exceeded their expectations since first entering the military. More Air Force members (87%) reported their life in the military met or exceeded their expectations than members from other DoD Services (80-83%).

*Service findings over time.* More service members in 2002 reported their life (2002, 83% vs. 1999, 72%) and work (2002, 74% vs. 1999, 69%) met or exceeded their expectations than in 1999.

## **Table 4.7**.

Percentage Indicating Life and	Work Were Much	h Better/Somewhat Better/as Expected	l in
1999 and 2002, by Service			

							D	oD						
	Τσ	otal	Total	DoD	Ar	my	Na	ivy		rine rps	Air I	Force		ast ard
	99	02	99	02	99	02	99	02	99	02	99	02	99	02
Life	72	83	72	83	71	80	72	83	72	80	76	87	75	88
Work	69	74	69	74	67	71	69	78	69	74	69	74	75	82
Margin of Error	±1	±1	±1	±1	<u>+2</u>	<u>+2</u>	±2	<u>+2</u>	<u>±</u> 3	±3	<u>+2</u>	<u>+2</u>	<u>±</u> 3	<u>±</u> 3

*Paygrade findings.* Fewer E1-E4s reported their life (73% vs. 87-90%) and work (66% vs. 75-85%) either met or exceeded their expectations since entering the military than members from other paygrade groups.

*Paygrade findings over time.* In terms of life expectations, across each paygrade group, more service members in 2002 reported their life met or exceeded their expectations than in 1999. With regard to work expectations, across each paygrade group, with the exception of warrant officers, more service members in 2002 indicated that their work in the military met or exceeded their expectations.

#### **Table 4.8**.

Percentage Indicating Life and Work Were Much Better/Somewhat Better/as Expected in	
1999 and 2002, by Paygrade Groups	

	Enlisted Personnel					rant cers	Co	ommissio	ned Officers	
	E1-E4 E5-E9		W1	-W5	01-03		04-06			
	1999	2002	1999	2002	1999	2002	1999	2002	1999	2002
Life	64	73	79	89	81	89	76	87	82	90
Work	62	66	74	80	80	85	68	75	78	84
Margin of Error	<u>+2</u>	<u>+2</u>	±1	<u>+2</u>	±3	<u>+</u> 4	<u>+</u> 2	<u>±</u> 3	<u>+2</u>	<u>+2</u>

#### Stated Retention Intention

To examine retention intention, service members were asked the following question.

*Q11.* Assuming you could stay on active duty, how likely is it that you would choose to do so?

Service members responded using a scale with five categories: *very likely, likely, neither likely nor unlikely, unlikely, and very unlikely.* For the purposes of this report, *very likely* and *likely* have been combined and are the focus of the analyses reported here. The same question was also asked in the *1999 ADS* and *1995 SHS*. These repeated measures allow comparisons of active-duty members' likelihood to stay on active duty during these time frames.

*Service findings.* Figure 4.2 shows the likelihood of service members staying on active duty, by Service. In 2002, a majority of service members (60%) reported they were more likely to stay on active duty, if given the choice. Air Force members (65% vs. 52-61%) were more likely to choose to remain on active duty than members from other DoD Services. Marine Corps members (52%) were less likely to choose to remain on active duty than members of other Services (58-65%). It should be noted that the Marine Corps has a higher proportion of members in junior enlisted paygrade groups (E1-E4, 54%) and a smaller proportion of officers (O1-O3, 7% and O4-O6, 4%) than any other Service. Given its emphasis on a youthful force, the Marine Corps results are not unexpected.

*Service comparisons over time.* When compared to 1999, the overall intention to remain in the military increased in 2002. A comparison over time, and by Service, shows Marine Corps members were consistently less likely than members of other Services to intend to remain on active duty, if given the choice.

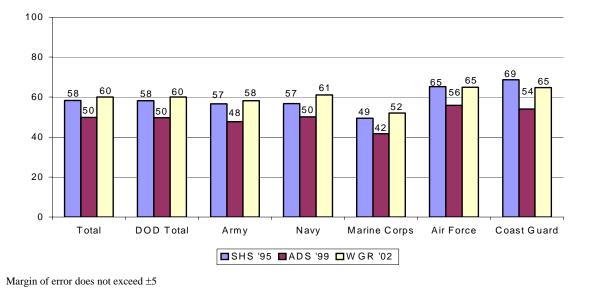


Figure 4.2. Percentage Very Likely/Likely To Stay on Active Duty in 1995, 1999, and 2002, by Service

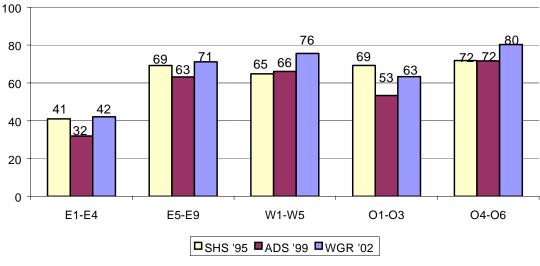
**Paygrade findings.** Figure 4.3 shows, by paygrade groups, the percentage of service members who indicated it was likely they would stay on active duty. As would be expected, forver E1, E4s (42%) reported it was more likely that they would stay on active duty if given

fewer E1-E4s (42%) reported it was more likely that they would stay on active duty, if given the choice, than members of other paygrade groups (63-80%). *Paygrade comparisons over time.* A comparison of paygrade groups across time

**Paygrade comparisons over time.** A comparison of paygrade groups across time indicates junior enlisted (E1-E4) were consistently less likely than members of other paygrade groups to choose to remain on active duty. In addition, compared to 1999, the percentage of members in all paygrade groups who indicated they were more likely to stay on active duty increased in 2002. E1-E4s and O1-O3s showed the largest increase in likelihood to choose to remain on active duty – a 10 percentage-point increase.

Figure 4.3.

Percentage Very Likely/Likely To Stay on Active Duty in 1995, 1999, and 2002, by Paygrade Groups



Margin of error does not exceed  $\pm 11$ 

## Steps To Leaving the Military

In order to assess the steps taken to leave the military, service members were asked the following question.

Q18. During the past 6 months, have you done any of the following to explore the possibility of leaving the military? Mark "Yes" or "No" for each item.

- Thought seriously about leaving the military
- Wondered what life might be like as a civilian
- Discussed leaving and/or civilian opportunities with family or friends
- Talked about leaving with your immediate supervisor
- *Gathered information on education programs or colleges*
- *Gathered information about civilian job options (for example, read newspaper ads, attended job fair)*
- Attended a program that helps people prepare for civilian employment
- Prepared a resume
- Applied for a job
- Interviewed for a job

Overall, 61% of service members, with more E1-E4s (66%) than members of other paygrade groups (54-59%), responded they *thought seriously about leaving the military*. The majority of service members (81%) indicated they *wondered what life might be like as a civilian*. Over half (55%) of service members, with fewer Air Force members (50%) than members from

the other Services (54-58%), reported they *gathered information about civilian job options*. However, fewer service members took more active steps related to leaving the military including *preparing a resume* (23%), *attending programs that prepare for civilian employment* (14%), *applying for a job* (10%), and *interviewing for a job* (6%). (See tables 18a.1—18j.4 in Greenlees et al. (2003a).)

## Summary

Chapter 4 describes service members' perceptions of military life. Specifically, the chapter examines service members' satisfaction with different components of military life, satisfaction with coworkers and work, commitment to their individual Service, and expectations of military life and work. In addition, the chapter presents findings for service members' stated intent to remain in the military and discusses potential actions taken toward leaving the military.

## Overall

*Satisfaction.* Overall, service members rated Medical Care Satisfaction (3.4) higher than Compensation Satisfaction (2.9) and Child Care Satisfaction (2.9). With regard to the other components of military life, service members' rating of satisfaction with their *career*, *in general* (3.6) was higher than any other component of military life (3.1-3.5). Service members were somewhat positive regarding their Coworker Satisfaction (3.6) and their Work Satisfaction (3.5).

*Commitment.* Service members (4.0) had a favorable perception toward Commitment (to their Service).

*Expectations.* More service members in 2002 reported their life (2002, 83% vs. 1999, 72%) and work (2002, 74% vs. 1999, 69%) met or exceeded their expectations than in 1999.

*Retention.* The majority of service members (60%) reported they would likely stay on active duty, if given the choice. A comparison of service members' likelihood to stay on active duty across time shows a decrease across the Services from 1995 to 1999 and a significant increase in 2002.

- While the majority of service members indicated they were likely to choose to stay on active duty, approximately 61% of service members *thought seriously about leaving the military*.
- Compared to 1999, fewer service members in 2002 took more active steps related to leaving the military. These steps included *preparing a resume* (23%), *attending programs that prepare for civilian employment* (14%), *applying for a job* (10%), and *interviewing for a job* (6%).

## Service Findings

*Satisfaction.* Concerning ratings of satisfaction with other components of military life, Army members rated satisfaction with the *quality of their work environment* (3.0 vs. 3.2-3.6), *opportunities for professional development* (3.2 vs. 3.3-3.5), *level of care and concern shown by* 

*supervisors* (3.0 vs. 3.2-3.4), and *quality of leadership* (3.0 vs. 3.1-3.3) lower than members of other Services.

- Coast Guard members' ratings of satisfaction with *quality of their current residence* (3.8 vs. 3.2-3.6) and their *career, in general* (3.8 vs. 3.5-3.7) were higher than ratings from members of other Services.
- In addition, Air Force members' (3.7) rating of satisfaction with *family support services* was higher than ratings from members of other Services (3.3-3.5).

*Commitment.* There were no differences across Services in terms of Commitment (to their Service).

*Expectations.* Regarding life expectations, more Air Force members (87%) reported that their life in the military met or exceeded their expectations than members from other Services (80-83%).

*Retention.* In 2002, Marine Corp members (52%) were less likely to stay on active duty, if given the choice, than members from other Services (58-65%). Air Force members (65%) were more likely to choose to remain on active duty compared to members of the other DoD Services (52-61%). A comparison across time showed Marine Corps members were consistently less likely than members of other Services to choose to remain on active duty.

• With regard to steps taken toward leaving the military, fewer Air Force members (50%) than members from other Services (54-58%) reported *gathering information about civilian job options*.

# **Paygrade Findings**

*Satisfaction.* Commissioned officers' ratings of Compensation Satisfaction (O1-O3, 3.2 and O4-O6, 3.3) were higher than ratings from members of other paygrade groups (2.7-2.9).

- In addition, commissioned officers' ratings of satisfaction with *quality of their current residence* (O1-O3, 3.9 and O4-O6, 3.9 vs. E1-E4, 3.2 and E5-E9, 3.6) and *quality of work environment* (O1-O3, 3.5 and O4-O6, 3.5 vs. E1-E4, 3.2 and E5-E9, 3.3) were higher than enlisted members' ratings.
- Commissioned officers' ratings of satisfaction with *opportunities for professional development* (O1-O3, 3.6 and O4-O6, 3.7 vs. E1-E4, 3.2 and E5-E9, 3.4), *level of care and concern shown by supervisors* (O1-O3, 3.5 and O4-O6, 3.6 vs. E1-E4, 3.0 and E5-E9, 3.2), and *quality of leadership* (O1-O3, 3.4 and O4-O6, 3.5 vs. E1-E4, 3.0 and E5-E9, 3.1) were higher than enlisted members' ratings.
- E1-E4s had somewhat less favorable perceptions toward Coworker Satisfaction (3.4 vs. 3.7-4.0) and Work Satisfaction (3.3 vs. 3.7-4.0) than members from other paygrade groups.

*Commitment.* E1-E4s (3.8 vs. 4.1-4.3) had somewhat less favorable perceptions toward Commitment (to their Service) than members from other paygrade groups.

*Expectations.* Fewer E1-E4s reported their life (73% vs. 87-90%) and work (66% vs. 75-85%) either met or exceeded their expectations since entering the military than members from other paygrade groups. In terms of life expectations, across each paygrade group, more service members in 2002 reported their life met or exceeded their expectations than in 1999.

• In terms of work expectations, across each paygrade group, with the exception of warrant officers, more service members in 2002 indicated their work in the military met or exceeded their expectations than in 1999.

*Retention.* Junior enlisted (E1-E4) members were consistently less likely to choose to remain on active duty. In addition, compared to 1999, the percentage of all paygrade groups who indicated they were *very likely/more likely* to stay on active duty increased in 2002. E1-E4s and O1-O3s showed the largest increase – a 10 percentage-point increase.

• In terms of steps taken toward leaving the military, more E1-E4s (66%) responded they *thought seriously about leaving the military* than members of other paygrade groups (54-59%).

# Chapter 5: Workplace Information

Chapter 5 examines service members' description of their overall workplace and workplace hostility. The chapter also addresses careerism in the Services and describes service members' mentors, including relative rank and support of the mentor. A summary of findings is presented in the final section of this chapter. Tables supporting the analysis reported here appear in Greenlees et al. (2003a).

## Description of Workplace

The following question helps OSD (P&R) evaluate the current work climate within DoD.

*Q35.* To what extent do you agree or disagree with the following statements about your workplace?

- I know what is expected of me at work
- *I have the materials and equipment I need to do my work right*
- At work, I have the opportunity to do what I do best every day
- *In the last 7 days, I have received recognition or praise for doing good work*
- *My supervisor, or someone at work, seems to care about me as a person*
- There is someone at work who encourages my development
- At work, my opinions seem to count
- The mission/purpose of my Service makes me feel my job is important
- My coworkers are committed to doing quality work
- *I have a best friend at work*
- In the last 6 months, someone at work has talked to me about my progress
- This last year, I have had opportunities at work to learn and grow
- At my workplace, a person's job opportunities and promotions are based only on work related characteristics
- My supervisor helps everyone in my workgroup feel included
- *I trust my supervisor to deal fairly with issues of equal treatment at my workplace*
- At my workplace, all employees are kept well informed about issues and decisions that affect them

The response scales ranged from 1 - disagree to 5 - agree. For the purposes of this report, *agree* and *tend to agree* have been combined and are the focus of the analyses reported here.

Table 5.1 presents the percentage of service members who indicated agreement with various workplace descriptions, by Service. A majority of service members (89%) indicated they know what is expected from them at work. By Service, fewer Army members agreed they have the necessary materials and equipment (57% vs. 62-73%) and employees are kept informed (42% vs. 48-53%). More Air Force and Coast Guard members agreed their supervisor seems to care about them (both 70% vs. 61-64%), coworkers are committed to quality (63% and 62% vs. 55-57%), and their supervisor deals fairly with issues of equal treatment at the workplace (71% vs. 69% vs. 62-64%). In addition, more Air Force members (73% vs. 57-65%) agreed they have

the necessary materials and equipment to do their job appropriately. Lastly, more Coast Guard members agreed they have received recognition or praise for doing good work in the last week (52% vs. 40-43%) and that their opinions count (66% vs. 55-60%).

				DoD			
	Total	Total DoD	Army	Navy	Marine Corps	Air Force	Coast Guard
Know expectations	89	89	88	90	92	89	88
Have materials & equipment to do job	64	64	57	65	65	73	62
Opportunity to do the best	55	55	50	57	54	60	58
Last 7 days, received recognition/praise	41	41	41	40	40	43	52
Supervisor cares	65	65	64	62	61	70	70
Someone encourages my development	62	62	61	62	61	63	61
My opinions count	57	57	55	58	56	60	66
Service mission makes job important	67	67	63	66	69	71	75
Coworkers are committed to quality	58	58	55	57	56	63	62
Have a best friend at work	33	33	33	34	36	32	29
Last 6 months, discussed performance	64	64	63	64	63	66	61
Opportunities to learn & grow	72	72	68	73	73	75	76
Promotions based on work related character	31	31	29	34	31	29	35
Supervisor helps everyone feel included	53	53	52	54	48	55	54
Trust supervisor to be fair	65	65	63	64	62	71	69
Employees are kept informed	48	47	42	50	48	52	53
Margin of Error	<u>+2</u>	±2	±3	±3	±3	±2	<u>+</u> 4

Table 5.1.Percentage of Members Indicating Agreement With Workplace Description, by Service

Table 5.2 presents the percentage of service members who indicated agreement with various workplace descriptions, by paygrade groups. Fewer E1-E4s agreed they have the

opportunity to do their best (47% vs. 58-66%), their supervisor cares about them (59% vs. 67-74%), their opinions seem to count (41% vs. 65-80%), their coworkers are committed to quality (44% vs. 61-84%), and employees are kept informed (41% vs. 49-63%). More E1-E4s (42%) have a best friend at work than members of other paygrade groups (25-33%). More O4-O6s agreed they have the necessary materials and equipment to do their job appropriately (75% vs. 62-70%), their opinions seem to count (80% vs. 41-74%), their coworkers are committed to quality (84% vs. 44-77%), promotions are based on work related characteristics (48% vs. 27-42%), and employees are kept informed (63% vs. 41-57%).

Table 5.2.Percentage of Members Indicating Agreement With Workplace Description, by PaygradeGroups

	Enlisted l	Personnel	Warrant Officers	Commissioned Officers		
	E1-E4	E5-E9	W1-W5	01-03	04-06	
Know expectations	89	89	91	88	90	
Have materials & equipment to do job	62	64	65	70	75	
Opportunity to do the best	47	59	65	58	66	
Last 7 days, received recognition/praise	40	41	43	47	44	
Supervisor cares	59	67	71	74	73	
Someone encourages my development	64	60	55	68	56	
My opinions count	41	65	74	70	80	
Service mission makes job important	57	72	83	76	81	
Coworkers are committed to quality	44	61	77	75	84	
Have a best friend at work	42	28	27	33	25	
Last 6 months, discussed performance	69	61	53	68	56	
Opportunities to learn & grow	68	71	78	84	82	
Promotions based on work related character	27	29	35	42	48	
Supervisor helps everyone feel included	47	55	57	60	63	
Trust supervisor to be fair	58	66	75	78	81	
Employees are kept informed	41	49	55	57	63	
Margin of Error	<u>+3</u>	<u>+2</u>	<u>±6</u>	<u>±3</u>	<u>+3</u>	

## Workplace Hostility

In order to determine perceptions of workplace hostility, service members were asked how often they experienced hostile behaviors.

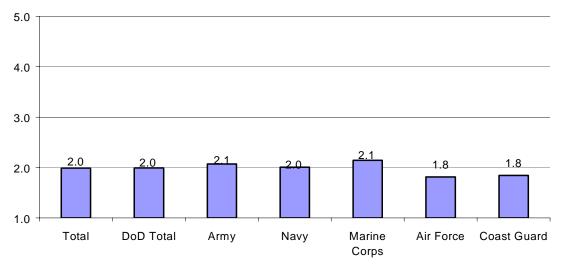
Q40. How often during the past 12 months have you been in workplace situations where military personnel, civilian employees, and/or contractor employees have targeted you with any of the following behaviors?

- Using an angry tone of voice
- Avoiding you
- Making you look bad
- Yelling or raising one's voice
- Withholding information from you
- Swearing directed at you
- *Talking about you behind your back*
- Insulting, criticizing you (including sarcasm)
- Said offensive or crude things about you
- Flaunting status or power over you

Service members responded using the following response options: *never*, *once or twice*, *sometimes*, *often*, and *very often*. A lower score on this scale indicates less workplace hostility, while a higher scale score means there is more workplace hostility.

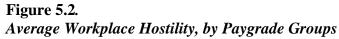
Figure 5.1 presents average Workplace Hostility by Service. On average, service members indicated they had experienced these types of behaviors once or twice (2.0) in the 12 months prior to filling out the survey. By Service, Air Force and Coast Guard members (both 1.8) were less likely to have experienced these types of behaviors in the last 12 months prior to filling out the survey.

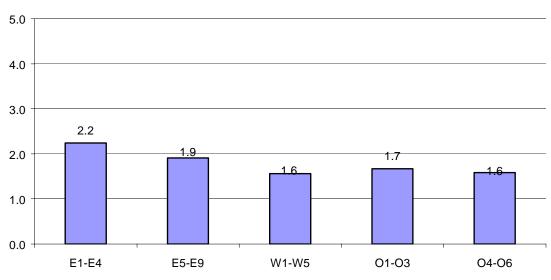
Figure 5.1. Average Workplace Hostility, by Service



Margin of error does not exceed  $\pm.1$ 

Figure 5.2 shows that when comparing average Workplace Hostility by paygrade groups, enlisted members (E1-E4, 2.2 and E5-E9, 1.9) were more likely to experience these types of behaviors than members in other paygrade groups (1.6-1.7).





Margin of error does not exceed  $\pm .1$ 

#### Careerism

Careerism is defined as putting one's personal interests above the organization's interests to further personal advancement. The following survey questions assess the perception of Careerism among service members.

Q36. Please indicate whether you agree or disagree with the following statements?

b. If I make a request through channels in my work group, I know somebody will listen.

Q38. To what extent do you agree or disagree with the following statements about your work group?

b. The leaders in your work group are more interested in looking good than being good

d. You would go for help with a personal problem to people in your chain of command

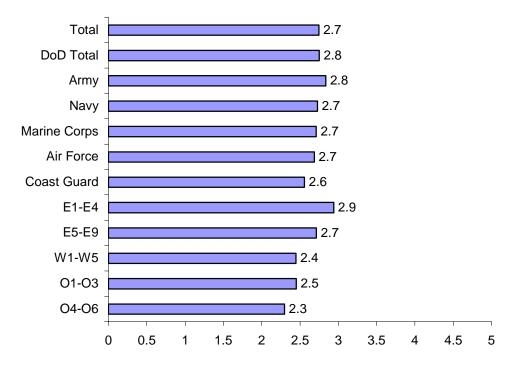
e. The leaders in your work group are not concerned with the way service members treat each other as long as the job gets done

f. The leaders in your work group are more interested in furthering their careers than in the well-being of their service members

The Careerism scale was created using the above survey items. The response options for question 36 ranged from 1 - disagree to 5 - agree, while the response options for question 38 ranged from 1 - strongly disagree to 5 - strongly agree. For purposes of this report, questions 36b and 38d were reverse-coded. Therefore, a high scale score indicates the service member strongly agrees with negative statements about careerism in the military. For complete details on these questions, refer to Tables 36.1-36.4 and Tables 38.1-38.4 in Greenlees et al. (2003a).

Figure 5.3 presents average ratings of Careerism, by Service and paygrade groups. Overall, service members rated Careerism an average of 2.7. Service comparisons show that Coast Guard members (2.6) rated Careerism lower than members of other Services (2.7-2.8). Across paygrade groups, junior enlisted (E1-E4, 2.9) indicated they had a higher perception of Careerism in the workplace than members in other paygrade groups (2.3-2.7). Further, the findings show that as paygrade increased, perceptions of Careerism tended to decrease.





Margin of error does not exceed  $\pm .01$ 

#### Mentoring

Several questions in the 2002 WGR were asked about mentoring in the Services. The mentoring results presented here are divided into four parts. The first part reports the percentage of service members who either have or had a mentor. The second and third parts describe who these mentors were and indicate the relative rank of the mentors. The last section reports the percentage of service members who had received various types of assistance from mentors and average ratings of the assistance.

#### Do You Have a Mentor?

The following question asks service members if they ever had a mentor.

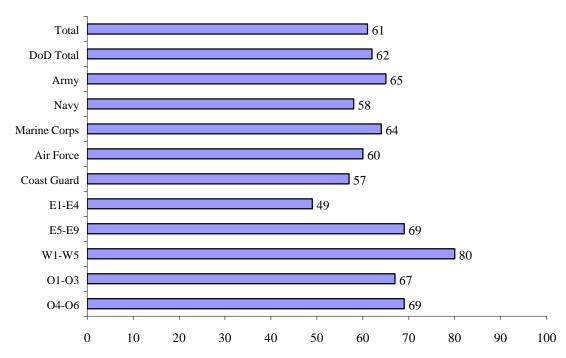
*Q41.* In your opinion, have you ever had a mentor while in the military?

- Yes, you have one now.
- Yes, you had one, but you do not have one now.
- No, but you would have liked one.
- *No, and you never wanted one.*
- No, and you do not know what a mentor is.

For purposes of this report, the original categories were collapsed into two categories: *yes* and *no*.

Figure 5.4 presents the percentage of service members who had a mentor while in the military, by Service and paygrade groups. Overall, 61% of service members reported they currently have a mentor or had a mentor in the past. There were no differences across the Services. However, comparisons across the paygrade groups indicate more warrant officers (80% vs. 49-69%) reported they had a mentor, while fewer E1-E4s (49% vs. 69-80%) reported they had a mentor.





Margin of error does not exceed ±.4

## Who is Your Current Mentor?

In order to assess who their mentor was, service members were asked the following question.

Q42. Who is your current mentor (or, if you have no current mentor, who was your most recent mentor)? Mark one.

- A commissioned officer
- A warrant officer
- An NCO/petty officer
- A junior enlisted service member
- A DoD civilian
- Other (Please specify below.)

Over half of service members (62%) reported their mentor was an NCO/petty officer, led by Army members (67% vs. 51-63%). By Service, more Air Force members (26%) reported their mentor was a commissioned officer than members of other Services (19-23%). In addition, more Coast Guard members (11%) reported their mentor was a warrant officer than members of other Services (0-6%). One possible explanation for these findings is the distribution of paygrades within each Service. The Marine Corps has a higher proportion of members in junior enlisted paygrade groups (E1-E4, 54%) and a smaller proportion of officers (O1-O3, 7% and O4-O6, 4%) than any other Service. Air Force and Coast Guard members have a smaller proportion of members in the junior enlisted paygrade groups (E1-E4, 32% in the Air Force and E1-E4, 32% in the Coast Guard) and a larger proportion of commissioned officers (O1-O3, 11% and O4-O6, 9% in the Air Force and O1-O3, 10% and O4-O6, 8% in the Coast Guard) than other Services.

In addition, findings by paygrade show service members tended to have mentors that were in paygrade groups similar to their own. For example, more commissioned officers (O1-O3, 87% and O4-O6, 94% vs. 6-18%) reported their mentor was also a commissioned officer, and more warrant officers (66% vs. 0-3%) reported their mentor was also a warrant officer. For complete details on these findings, refer to tables 42.1 and 42.2 in Greenlees et al. (2003a).

## Relative Rank of Mentor

The next question on mentors asked service members the rank of their mentor.

Q43. Is your current mentor (or was your most recent mentor)...? Mark One.

- Your rater
- Your senior rater
- A person who is/was higher in rank than you, but not your rater or your senior rater
- A person who is/was at your same rank
- A person who is/was lower in rank than you
- A person who is not or was not in the military at the time the mentoring was provided

Overall, almost half of service members (47%) reported their mentor was a person who is/was higher in rank than them, but not their rater or senior rater. By Service, more Air Force members (39%) reported their mentor was their rater than members of other Services (16-32%). Findings by paygrade indicate that more commissioned officers (O1-O3 and O4-O6, both 36%) reported their mentor was their rater than members of other paygrade groups (19-29%).

Additional paygrade comparisons indicate more E1-E4s (24% vs. 9-17%) reported their mentor was their senior rater. More warrant officers (66% vs. 42-48%) reported their mentor was a person who is/was higher in rank than them, but not their rater or senior rater. For complete details on these findings, refer to tables 43.1 and 43.2 in Greenlees et al. (2003a).

# Support of Mentor

In order to examine the support and helpfulness of mentors, service members were asked if their mentor had provided various types of assistance and how helpful the assistance was.

Q44. If your current mentor (or if none now, your most recent mentor) provides the following assistance, how helpful is/was each to you? Please mark one answer for each statement.

- Teaches job skills
- Gives feedback on your job performance
- Assigns challenging tasks
- Helps develop your skills/competencies for future assignments
- *Provides support and encouragement*
- Provides personal and social guidance
- Provides career guidance
- Demonstrates trust
- Acts as a role model
- Protects you
- Invites you to observe activities at his/her level
- Instills Service core values
- Provides moral/ethical guidance
- Teaches/advises on organizational politics
- Provides sponsorship/contacts to advance your career
- Assists in obtaining future assignments

Service members responded using the following response options: *not provided, not at all helpful, slightly helpful, moderately helpful, very helpful,* and *extremely helpful.* A higher score indicates the service member's mentor provides helpful assistance.

Table 5.3 presents the percentage of service members who had received various types of mentors' assistance and average ratings of the mentors' assistance by Service. More than fourfifths (84% and more) of service members who indicated they currently had a mentor or had a mentor in the past, also reported their mentor had assisted them in several ways. Across the Services, fewer Air Force members (73%) reported their mentor had *assisted them in obtaining future assignments* than members of other Services (79-80%). In terms of ratings of assistance from mentors, Coast Guard members rated their mentor's ability to *provide support and encouragement* (4.0 vs. 4.2-4.3), *provide personal and social guidance* (3.6 vs. 3.8-3.9), *provide career guidance* (3.8 vs. 4.0-4.1), *instill Service core values* (3.7 vs. 3.9-4.1), and *provide moral/ethical guidance* (3.6 vs. 3.9-4.0) lower than members of other Services. In addition, within DoD, Navy members rated their mentor's ability to provide *protection* (3.8 vs. 3.9-4.0) lower.

			DoD											
	Total		Total DoD		Army		Navy		Marine Corps		Air Force		Coast Guard	
	%	avg	%	avg	%	avg	%	avg	%	avg	%	avg	%	avg
Teaches job skills	91	4.0	91	4.0	93	3.9	91	4.0	91	4.0	89	4.0	92	3.9
Gives feedback on job performance	94	4.0	94	4.0	96	4.1	94	4.0	93	4.0	91	4.1	94	3.9
Assigns challenging tasks	88	4.0	88	4.0	89	4.0	88	3.9	88	4.0	86	4.0	87	3.8
Helps develop skills for future assignments	95	4.1	95	4.1	96	4.1	95	4.1	95	4.2	94	4.1	94	4.0
Provides support & encouragement	99	4.2	99	4.2	99	4.2	98	4.2	97	4.2	99	4.3	98	4.0
Provides personal & social guidance	92	3.9	93	3.9	93	3.9	92	3.8	93	3.9	91	3.9	88	3.6
Provides career guidance	96	4.1	96	4.1	97	4.1	95	4.0	95	4.0	96	4.1	95	3.8
Demonstrates trust	99	4.3	99	4.3	99	4.3	98	4.2	97	4.3	99	4.3	97	4.1
Acts as a role model	98	4.2	98	4.2	98	4.3	97	4.1	97	4.2	98	4.3	96	4.0
Protects you	88	3.9	88	3.9	89	4.0	87	3.8	89	3.9	89	4.0	86	3.6
Invites you to observe activities at his/her level	86	3.8	86	3.8	88	3.8	84	3.7	84	3.8	86	3.9	84	3.7
Instills Service core values	95	4.0	95	4.0	96	4.1	94	3.9	95	4.1	95	4.1	94	3.7
Provides moral/ethical guidance	94	4.0	94	4.0	96	4.1	92	3.9	94	4.0	94	4.0	88	3.6
Teaches/advises on organizational politics	90	3.8	90	3.8	90	3.8	88	3.8	87	3.8	91	3.9	90	3.6
Provides contacts to advance career	84	3.7	84	3.7	85	3.7	84	3.6	82	3.7	83	3.8	83	3.5
Assists in obtaining future assignments	77	3.7	77	3.7	79	3.6	80	3.7	79	3.8	73	3.7	79	3.5
Margin of Error	<u>+2</u>	±0.1	±2	±0.1	<u>+</u> 2	±0.1	<u>±</u> 3	±0.1	<u>±3</u>	±0.1	<u>±</u> 3	±0.1	<u>+</u> 4	±0.2

Table 5.3.Percentage Received and Average Rating of Mentors' Assistance, by Service

Table 5.4 presents the percentage of service members who received various types of mentors' assistance and the average ratings of mentors' assistance, by paygrade groups. Across the paygrade groups, more enlisted members reported their mentor had *assigned challenging tasks* (E1-E4, 89% and E5-E9, 89% vs. O1-O3, 84% and O4-O6, 82%), *provided personal and social guidance* (E1-E4, 94% and E5-E9, 93% vs. O1-O3, 88% and O4-O6, 90%), and *provided protection* (E1-E4, 91% and E5-E9, 88% vs. O1-O3, 84% and O4-O6, 84%) than commissioned officers. In terms of ratings of mentors' assistance, enlisted members rated their mentor's ability to *teach job skills* (E1-E4, 4.0 and E5-E9, 4.0 vs. O1-O3, 3.8 and O4-O6, 3.7), *provide personal and social guidance* (E1-E4, 4.0 and E5-E9, 3.9 vs. O1-O3, 3.7 and O4-O6, 3.7), and *protect them* (E1-E4, 4.0 and E5-E9, 3.9 vs. O1-O3, 3.8 and O4-O6, 3.8) higher than commissioned officers.

			DoD											
	Total		Total DoD		Army		Navy		Marine Corps		Air Force		Coast Guard	
	%	avg	%	avg	%	avg	%	avg	%	avg	%	avg	%	avg
Teaches job skills	91	4.0	91	4.0	93	3.9	91	4.0	91	4.0	89	4.0	92	3.9
Gives feedback on job performance	94	4.0	94	4.0	96	4.1	94	4.0	93	4.0	91	4.1	94	3.9
Assigns challenging tasks	88	4.0	88	4.0	89	4.0	88	3.9	88	4.0	86	4.0	87	3.8
Helps develop skills for future assignments	95	4.1	95	4.1	96	4.1	95	4.1	95	4.2	94	4.1	94	4.0
Provides support & encouragement	99	4.2	99	4.2	99	4.2	98	4.2	97	4.2	99	4.3	98	4.0
Provides personal & social guidance	92	3.9	93	3.9	93	3.9	92	3.8	93	3.9	91	3.9	88	3.6
Provides career guidance	96	4.1	96	4.1	97	4.1	95	4.0	95	4.0	96	4.1	95	3.8
Demonstrates trust	99	4.3	99	4.3	99	4.3	98	4.2	97	4.3	99	4.3	97	4.1
Acts as a role model	98	4.2	98	4.2	98	4.3	97	4.1	97	4.2	98	4.3	96	4.0
Protects you	88	3.9	88	3.9	89	4.0	87	3.8	89	3.9	89	4.0	86	3.6
Invites you to observe activities at his/her level	86	3.8	86	3.8	88	3.8	84	3.7	84	3.8	86	3.9	84	3.7
Instills Service core values	95	4.0	95	4.0	96	4.1	94	3.9	95	4.1	95	4.1	94	3.7
Provides moral/ethical guidance	94	4.0	94	4.0	96	4.1	92	3.9	94	4.0	94	4.0	88	3.6
Teaches/advises on organizational politics	90	3.8	90	3.8	90	3.8	88	3.8	87	3.8	91	3.9	90	3.6
Provides contacts to advance career	84	3.7	84	3.7	85	3.7	84	3.6	82	3.7	83	3.8	83	3.5
Assists in obtaining future assignments	77	3.7	77	3.7	79	3.6	80	3.7	79	3.8	73	3.7	79	3.5
Margin of Error	<u>+</u> 2	±0.1	<u>+</u> 2	±0.1	<u>+</u> 2	±0.1	<u>±</u> 3	±0.1	<u>±</u> 3	±0.1	<u>±</u> 3	±0.1	<u>+</u> 4	±0.2

Table 5.4.Percentage Received and Average Rating of Mentors' Assistance, by Paygrade Groups

## Summary

Chapter 5 presents service members' descriptions of their workplace experience, including workplace hostility, careerism, and mentoring.

# Overall

*Description of workplace.* A majority of service members (89%) agreed they know what is expected from them at work.

*Workplace hostility.* Overall, service members (2.0) indicated a low incidence rate of Workplace Hostility.

*Careerism.* Service members (2.7) indicated a low incidence rate of Careerism in the military.

*Mentors.* In terms of mentors, over half of the service members (61%) reported they had a mentor and approximately 62% of service members reported their mentor was a NCO/petty officer.

- Almost half of the service members (47%) indicated their mentor was a person who is/was higher in rank than them, but not their rater or senior rater.
- More than four-fifths (84% or more) of service members who indicated they had a mentor or had one in the past, also reported their mentor had assisted them in several ways.

# Service Findings

*Description of workplace.* Fewer Army members agreed they have the necessary materials and equipment to do their work right (57% vs. 62-73%) and that employees are kept informed (42% vs. 48-53%).

- More Air Force and Coast Guard members agreed their supervisors care about them (both 70% vs. 61-64%), coworkers are committed to quality (63% and 62% vs. 55-57%), and their supervisors deal fairly with issues of equal treatment at the workplace (71% vs. 69% vs. 62-64%).
- More Air Force members (73% vs. 57-65%) agreed they have the necessary materials and equipment to do their job appropriately.
- More Coast Guard members agreed they have received recognition or praise for doing good work in the last week (52% vs. 40-43%) and their opinions seem to count (66% vs. 55-60%).

*Workplace hostility.* Both Air Force and Coast Guard members (1.8, both) were less likely than other service members to have experienced Workplace Hostility in the last 12 months.

*Careerism.* Coast Guard members (2.6) rated Careerism lower than members of other Services (2.7-2.8).

*Mentors.* In terms of service members' mentors, more Air Force members reported their mentor was a commissioned officer (26% vs. 19-23%) and was their rater (39% vs. 16-32%) than members of other Services.

- There were several findings regarding mentors' assistance. Across the Services, fewer Air Force members (73%) reported their mentor had *assisted them in obtaining future assignments* than members of other Services (79-80%).
- For ratings of assistance from mentors, Coast Guard members rated their mentor's ability to *provide support and encouragement* (4.0 vs. 4.2-4.3), *provide personal and social guidance* (3.6 vs. 3.8-3.9), *provide career guidance* (3.8 vs. 4.0-4.1), *instill Service core values* (3.7 vs. 3.9-4.1), and *provide moral/ethical guidance* (3.6 vs. 3.9-4.0) lower than members of other Services.

# Paygrade Findings

*Description of workplace.* Fewer E1-E4s agreed they have the opportunity to do their best (47% vs. 58-66%), their supervisor cares about them (59% vs. 67-74%), their opinions seem to count (41% vs. 65-80%), their coworkers are committed to quality (44% vs. 61-84%), and employees are kept informed (41% vs. 49-63%).

- More E1-E4s (42%) indicated they had a best friend at work than members of other paygrade groups (25-33%).
- More O4-O6s agreed they have the necessary materials and equipment to do their job right (75% vs. 62-70%), their opinions seem to count (80% vs. 41-74%), their coworkers are committed to quality (84% vs. 44-77%), promotions are based on work-related characteristics (48% vs. 27-42%), and employees are kept informed (63% vs. 41-57%).

*Workplace hostility.* By paygrade groups, enlisted members (E1-E4, 2.2 and E5-E9, 1.9) were more likely to experience Workplace Hostility than members of other paygrade groups (1.6-1.7).

*Careerism.* Junior enlisted members (E1-E4, 2.9) rated Careerism higher than members in other paygrade groups (2.3-2.7).

*Mentors.* More warrant officers (80% vs. 49-69%) reported they had a mentor, while fewer E1-E4s (49% vs. 69-80%) reported they had one.

- A description of service members' mentors indicated mentors were in similar paygrade groups to the service members.
- More commissioned officers (O1-O3 and O4-O6, both 36%) reported their mentor was their rater than members of other paygrade groups (19-29%).

- More E1-E4s (24% vs. 9-17%) reported their mentor was their senior rater, while more warrant officers (66% vs. 42-48%) reported their mentor was a person who is/was higher in rank than them, but was not their rater or senior rater.
- More enlisted members reported their mentor had *assigned challenging tasks* (E1-E4, 89% and E5-E9, 89% vs. O1-O3, 84% and O4-O6, 82%), *provided personal and social guidance* (E1-E4, 94% and E5-E9, 93% vs. O1-O3, 88% and O4-O6, 90%), and *provided protection* (E1-E4, 91% and E5-E9, 88% vs. O1-O3, 84% and O4-O6, 84%) than commissioned officers.
- For ratings of mentors' assistance, enlisted members rated their mentor's ability to *teach job skills* (E1-E4, 4.0 and E5-E9, 4.0 vs. O1-O3, 3.8 and O4-O6, 3.7), *provide personal and social guidance* (E1-E4, 4.0 and E5-E9, 3.9 vs. O1-O3, 3.7 and O4-O6, 3.7), and *protect them* (E1-E4, 4.0 and E5-E9, 3.9 vs. O1-O3, 3.8 and O4-O6, 3.8) higher than commissioned officers

### Chapter 6: Leadership

Chapter 6 examines service members' perceptions of overall leadership and summarizes their description of their immediate supervisor. A summary of findings is presented in the final section of this chapter. Tables supporting the analysis reported here appear in Greenlees et al. (2003a).

#### Leadership

In order to evaluate overall leadership, service members were asked questions (Q36)<sup>12</sup> from the International Survey Research's (ISR) norm items databank. A norm is a benchmark allowing the comparison of an organization's employee opinion data to a normalized external measure – e.g., the views of employees in a particular country. For the norm to be meaningful, the data underlying the norm needs to be statistically representative of the population being surveyed. Since 1974, ISR has conducted employee opinion surveys to over 35 million employees worldwide. ISR's client companies are among the world's largest industrial and service-sector organizations; including AT&T, General Motors, IBM, Lucent, Merck, Nokia, Philips, and Shell. Therefore, ISR has a wealth of historical and current data on which to create different normative measures. The 2002 WGR results to the following question can be compared to two ISR normative benchmarks: U.S. National Norm and U.S. Management Norm. The U.S. National Norm consists of employees in U.S. corporations surveyed by ISR. The U.S. National Norm is based on responses from 159,424 employees in 70 U.S. companies and is weighted by industry and company size to reflect U.S. labor markets. The U.S. Management Norm is based on responses from 99,026 managers in 74 U.S. companies.

Q36. Please indicate whether you agree or disagree with the following statements:

- *My Service has established a climate where the truth can be taken up the chain of command without fear of reprisal*<sup>13</sup>
- I find it very difficult to balance my work and personal responsibilities
- Priorities or work objectives are changed so frequently, I have trouble getting my work done
- My supervisor encourages people to learn from mistakes
- My supervisor has sufficient authority
- I believe my Service's core values are clear
- Leadership generally understands the problems we face on our jobs

The response scales ranged from 1 - disagree to 5 - agree. For the purposes of this report, *agree* and *tend to agree* have been combined and are the focus of the analyses reported here. Given the information available from the 2002 WGR, it was not possible to identify the military population of individuals exclusively in managerial positions. While some proportion of individuals in other paygrade groups may hold managerial positions, the senior officers (O4-O6)

<sup>&</sup>lt;sup>12</sup> Items 36c through 36i were used by permission from the copyright holder, International Survey Research LLC, 303 East Ohio Street, Chicago, IL 60611.

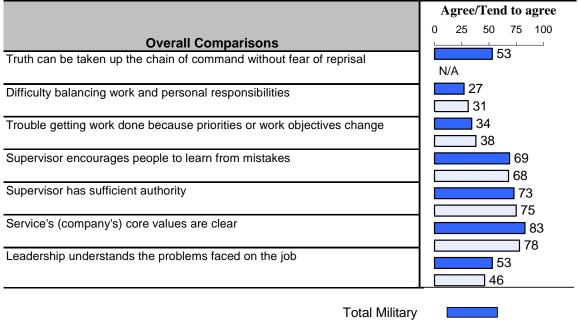
<sup>&</sup>lt;sup>13</sup> This item can only be compared to the U.S. Management Norm. There is no U.S. National Norm data available for comparison.

have the highest probability of holding such positions. Consequently, for the purposes of this report, the U.S. Management Norm is only compared to senior officers.

A majority of service members agreed their *Service's core values were clear* (83%), *supervisor had sufficient authority* (73%), and *supervisor encouraged people to learn from mistakes* (69%). When comparing the findings to the U.S. National Norm, service members were more likely to agree their *Service's/organization's core values were clear* (83% vs. 78%) and that *leadership understood the problems faced on the job* (53% vs. 46%)<sup>14</sup>. In addition, service members were less likely to agree than employees of the U.S. National Norm that it was *difficult to balance work and personal responsibilities* (27% vs. 31%) and they had *trouble getting their work done because their priorities or work objectives changed so frequently* (34% vs. 38%).

#### Figure 6.1.

Percentage of Members Indicating Agreement With Aspects of Their Leadership Compared to U.S. National Norm



U.S. National Norm

2002 WGR margin of error does not exceed  $\pm 2$ 

<sup>&</sup>lt;sup>14</sup> Margins of error were not calculated by ISR; estimates are based on approximately 154,000 employees in the U.S. National Norm and 99,026 managers in the U.S. Management Norm.

#### Truth Can Be Taken up the Chain of Command Without Fear of Reprisal

Service members were asked whether or not they agreed that their Service had established a climate where the *truth can be taken up the chain of command without fear of reprisal*.

*Service findings.* Coast Guard members (64%) were more likely to agree with this statement than members of the other Services (49-55%).

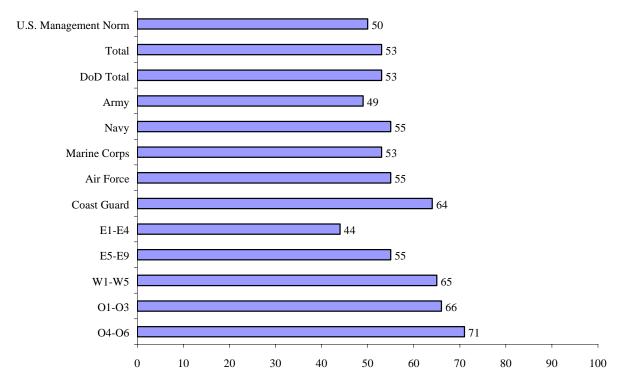
*Paygrade findings.* E1-E4s (44%) were less likely to agree than those in other paygrade groups (55-71%).

*U.S. National Norm comparisons.* U.S. National Norms were not available for comparisons.

*U.S. Management Norm comparisons.* Senior officers (O4-O6, 71%) were more likely to agree than employees in the U.S. Management Norm (50%).

#### Figure 6.2.

#### Percentage of Members Indicating Agreement That Truth Can Be Taken up the Chain of Command Without Fear of Reprisal, by Service and Paygrade Groups



<sup>2002</sup> WGR margin of error does not exceed  $\pm 5$ 

#### Difficulty Balancing Work and Personal Responsibilities

Service members were asked whether or not they agreed that it was *difficult to balance their work and personal responsibilities*.

Service findings. There were no differences across the Services.

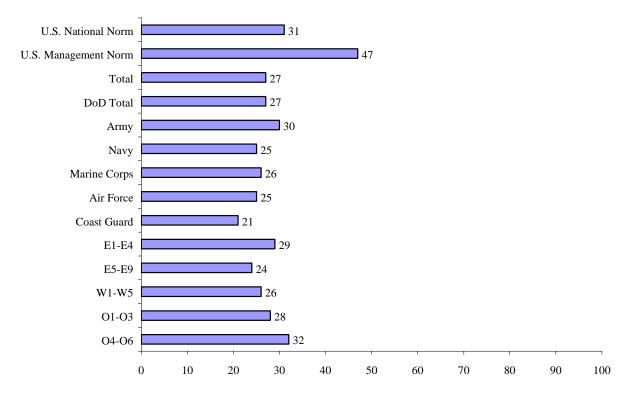
Paygrade findings. There were no differences across paygrade groups.

*U.S. National Norm comparisons.* Overall, service members (27%) were less likely to agree than employees in the U.S. National Norm (31%).

*U.S. Management Norm comparisons.* Compared with employees in the U.S. Management Norm (47%), senior officers (O4-O6, 32%) were less likely to agree.

#### Figure 6.3.

Percentage of Members Indicating Agreement it is Very Difficult To Balance Work and Personal Responsibilities, by Service and Paygrade Groups



2002 WGR margin of error does not exceed  $\pm 5$ 

#### Trouble Getting Work Done Because Priorities or Work Objectives Change

Service members were asked whether or not they agreed that they had *trouble getting their work done because their priorities or work objectives changed so frequently.* 

Service findings. Army members (41% vs. 30-34%) were more likely to agree.

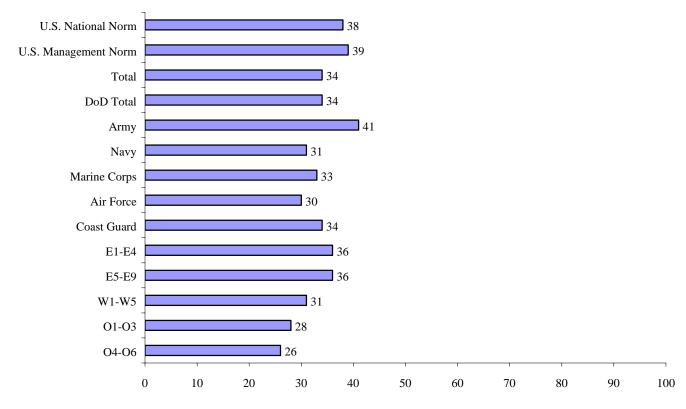
*Paygrade findings.* Enlisted members (E1-E4, 36% and E5-E9, 36%) were more likely to agree than commissioned officers (O1-O3, 28% and O4-O6, 26%).

*U.S. National Norm comparisons.* Compared with employees in the U.S. National Norm (38%), service members (34%) were less likely to agree.

*U.S. Management Norm comparisons.* Senior officers (O4-O6, 26%) were less likely to agree than employees in the U.S. Management Norm (39%).

#### Figure 6.4.

Percentage of Members Indicating Agreement They Have Trouble Getting Their Job Done Because Priorities or Work Objectives Change Frequently, by Service and Paygrade Groups



2002 WGR margin of error does not exceed  $\pm 5$ 

#### Supervisor Encourages People To Learn From Mistakes

Service members were asked whether or not they agreed that their *supervisor encouraged* people to learn from their mistakes.

*Service findings.* Marine Corps (75%) and Coast Guard (74%) members were more likely to agree than members from the other Services (68-69%).

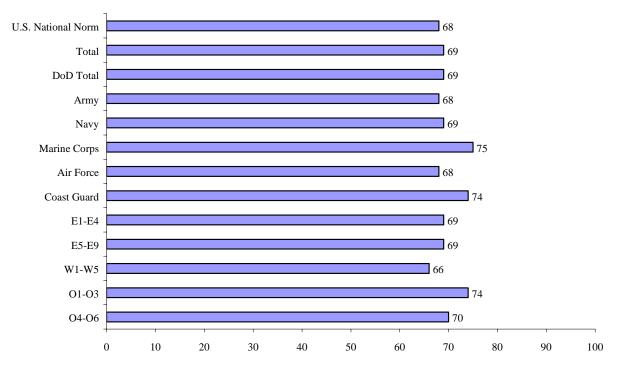
Paygrade findings. There were no differences across the paygrade groups.

*U.S. National Norm comparisons.* There were no differences among the U.S. National Norm and the total military.

U.S. Management Norm comparisons. U.S. Management Norm is not available.

#### Figure 6.5.

Percentage of Members Indicating Agreement Their Supervisor Encourages People To Learn From Mistakes, by Service and Paygrade Groups



<sup>2002</sup> WGR margin of error does not exceed  $\pm 5$ 

#### Supervisor Has Sufficient Authority

Service members were asked whether or not they agreed that their *supervisor had sufficient authority*.

*Service findings.* Marine Corps members (80%) were more likely to agree than members in the other DoD Services (71-73%).

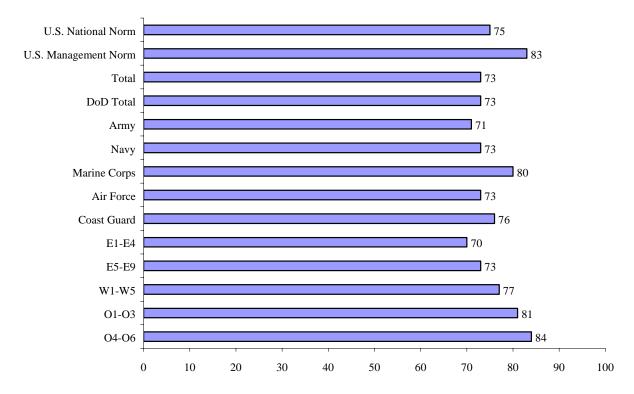
*Paygrade findings.* Enlisted members (E1-E4, 70% and E5-E9, 73%) were less likely to agree than commissioned officers (O1-O3, 81% and O4-O6, 84%).

*U.S. National Norm comparisons.* Service members (73%) were less likely to agree than employees in the U.S. National Norm (75%).

*U.S. Management Norm comparisons.* There were no differences between senior officers and employees in the U.S. Management Norm.

#### Figure 6.6.

Percentage of Members Indicating Agreement Their Supervisor Has Sufficient Authority, by Service and Paygrade Groups



2002 WGR margin of error does not exceed  $\pm 5$ 

#### Service Core Values Are Clear

Service members were asked whether or not they agreed that their *Service's core values are clear*.

*Service findings.* Army (80%) members were less likely to agree than members of other Services (83-88%).

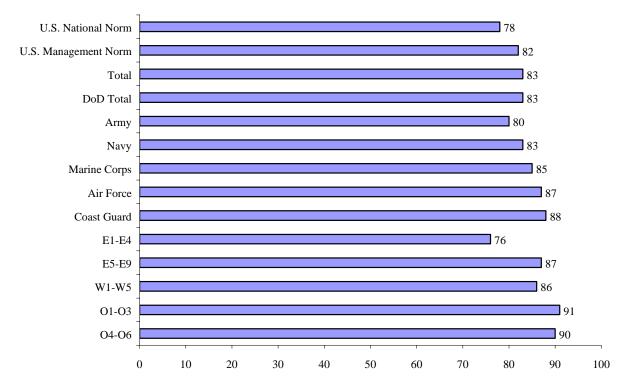
*Paygrade findings.* E1-E4s (76%) were less likely to agree than members in other paygrade groups (87-91%).

*U.S. National Norm Comparisons.* Compared to the U.S. National Norm (78%), service members (83%) were more likely to agree.

*U.S. Management Norm Comparisons.* Senior officers (90%) were more likely to agree than employees in the U.S. Management Norm (82%).

#### Figure 6.7.

Percentage of Members Indicating Agreement Their Service's Core Values Are Clear, by Service and Paygrade Groups



2002 WGR margin of error does not exceed  $\pm 4$ 

### Leadership Understands Problems Faced on the Job

Service members were asked whether or not they agreed that their *leadership generally understands the problems they face on their job.* 

Service findings. There were no differences across the Services.

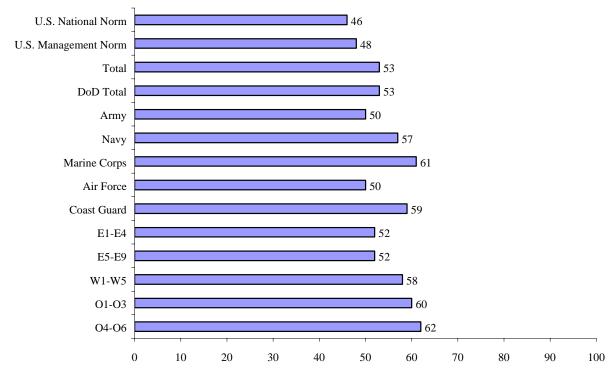
*Paygrade findings.* Paygrade comparisons showed commissioned officers (O1-O3, 60% and O4-O6, 62%) were more likely than enlisted members (E1-E4, 52% and E5-E9, 52%) to agree.

*U.S. National Norm comparisons.* When comparing the Services to the U.S. National Norm (46%), service members (53%) were more likely to agree.

*U.S. Management Norm comparisons.* Senior officers (O4-O6, 62%) were more likely to agree than employees in the U.S. Management Norm (48%).

#### Figure 6.8.





2002 WGR margin of error does not exceed  $\pm 6$ 

#### Immediate Supervisor

To evaluate immediate supervisors, service members were asked to assess the abilities of the immediate supervisor on 12 dimensions of leadership.

Q37. How much do you agree or disagree with each of the following statements about your immediate supervisor? The term "work group" refers to the people with whom you work on a day-to-day basis.

- Handling the technical-skills part of the job (fully understands the capabilities and limitations of equipment in the work group; demonstrates knowledge of tactical skills)
- Handling the people-skills part of the job (demonstrates effective interpersonal skills, listens attentively, demonstrates concern for individuals)

- *Handling the conceptual-skills part of the job (think through decisions, recognizes and balances competing requirements, uses analytical techniques to solve problems)*
- Communicating (provides clear direction, explains ideas so that they are easily understood, listens well, keeps others informed, and writes well)
- Decision making (makes sound decisions in a timely manner, includes all relevant information in decisions and can generate innovative solutions to unique problems)
- Motivating (creates a supportive work environment, inspires people to do their best, acknowledges the good performance of others, and disciplines in a firm, fair, and consistent manner)
- Developing (encourages the professional growth of subordinates, is an effective teacher, uses counseling to provide feedback, provides the opportunity to learn, and delegates authority)
- Building (builds cohesive teams, gains the cooperation of all team members, encourages and participates in organizational and work group activities, focuses the work group on mission accomplishment)
- Learning (encourages open discussion that improves the organization, willingly accepts new challenges, helps the work group adapt to changing circumstances, recognizes personal limitations)
- Planning and organizing (develops effective plans to achieve organizational goals, anticipates how different plans will look when executed, sets clear priorities, willingly modifies plans when circumstances change)
- *Executing (completes assigned missions to standard, monitors the execution of plans to identify problems, is capable of refining plans to exploit unforeseen opportunities)*
- Assessing (accurately assesses the work group's strengths and weaknesses, conducts effective in-progress reviews and after-action reviews, takes time to find out what subordinate units are doing)

The items, which were developed by the Army and modified here for administration to a DoD population, are based on the AZIMUTH Short Scale (Keene, Halpin, & Spiegel, 1996; Mathieu, Klimoski, Rouse, & Marsh, 1997; Stewart, Kilcullen, & Hopkins, 1994). Service members responded using a scale with six categories: *strongly agree, agree, neither agree nor disagree, disagree, strongly disagree,* and *do not know*. For purposes of calculating an average score, *do not know* responses were set to *neither agree nor disagree.* The scale score ranges from 1 to 5, with a higher scale score indicating a more positive agreement with the statement describing their immediate supervisor. Weighted scale scores, by Service, are provided in Table 6.1. Overall, service members were positive in their assessment of their immediate supervisor. Across the Services, Air Force members rated their immediate supervisor's ability to *handle people-skills* (3.8 vs. 3.6-3.7), *handle conceptual-skills* (3.9 vs. 3.7-3.8), and *adapt to challenges* 

*and improvements through learning* (3.8 vs. 3.6, all) higher than members in other DoD Services.

			DoD				
	Total	Total DoD	Army	Navy	Marine Corps	Air Force	Coast Guard
Handling technical skills	3.9	3.9 3.9 3.9		3.9	3.9	4.0	4.0
Handling people-skills	3.7	3.7	3.6	3.7	3.7	3.8	3.8
Handling conceptual skills	3.8	3.8	3.7	3.8	3.8	3.9	3.9
Communicating	3.7	3.7	3.6	3.7	3.7	3.8	3.8
Decision making	3.7	3.7	3.6	3.6	3.7	3.8	3.8
Motivating	3.5	3.5	3.4	3.5	3.5	3.6	3.6
Developing	3.6	3.6	3.5	3.6	3.6	3.7	3.6
Building	3.5	3.5	3.5	3.5	3.6	3.6	3.6
Learning	3.6	3.6	3.6	3.6	3.6	3.8	3.8
Planning & organizing	3.6	3.6	3.5	3.6	3.7	3.7	3.7
Executing	3.8	3.8	3.7	3.7	3.8	3.8	3.9
Assessing	3.6	3.6	3.5	3.6	3.6	3.7	3.7
Margin of Error	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1	±0.1

Table 6.1.Average Assessment of Immediate Supervisor, by Service

Table 6.2 shows the ratings of immediate supervisors, by paygrade. Commissioned officers (O1-O3 and O4-O6, both 4.1) rated their immediate supervisor's ability to *handle the technical-skills part of the job* higher than enlisted members and warrant officers (3.9, all). In addition, commissioned officers rated their supervisor's ability to *communicate* (O1-O3, 3.8 and O4-O6, 3.9 vs. E1-E4, 3.6 and E5-E9, 3.7), *execute* (O1-O3 and O4-O6, both 4.0 vs. E1-E4, 3.7 and E5-E9, 3.8), and *assess* (O1-O3, 3.7 and O4-O6, 3.8 vs. E1-E4, 3.5 and E5-E9, 3.6) higher than enlisted members. Lastly, E1-E4s rated their immediate supervisor's ability to *handle peopleskills* (3.6 vs. 3.7-3.9), *handle conceptual skills* (3.6 vs. 3.8-4.1), *communicate* (3.4 vs. 3.6-3.7), *learn* (3.5 vs. 3.7-3.9), *plan and organize* (3.5 vs. 3.6-3.9), and *execute* (3.7 vs. 3.8-4.0) lower than members of other paygrade groups.

	Enlisted Personnel		Warrant Officers	Commission	Commissioned Officers		
	E1-E4	E5-E9	W1-W5	01-03	04-06		
Handling technical skills	3.9	3.9	3.9	4.1	4.1		
Handling people- skills	3.6	3.7	3.8	3.8	3.9		
Handling conceptual skills	3.6	3.8	3.9	4.0	4.1		
Communicating	3.6	3.7	3.8	3.8	3.9		
Decision making	3.5	3.7	3.8	3.9	3.9		
Motivating	3.4	3.5	3.7	3.6	3.8		
Developing	3.5	3.6	3.6	3.7	3.8		
Building	3.4	3.6	3.6	3.7	3.7		
Learning	3.5	3.7	3.8	3.9	3.9		
Planning & organizing	3.5	3.6	3.8	3.8	3.9		
Executing	3.7	3.8	3.9	4.0	4.0		
Assessing	3.5	3.6	3.6	3.7	3.8		
Margin of Error	±0.1	±0.1	±0.2	±0.1	±0.1		

Table 6.2.Average Assessment of Immediate Supervisor, by Paygrade Groups

#### Summary

Chapter 6 describes service members' overall leadership and ratings of their immediate supervisor. Overall leadership is compared to ISR's U.S. National Norm and U.S. Management Norm, while service members' assessment of their immediate supervisor is only presented by Service and paygrade groups.

#### Overall

*Leadership.* A majority of service members agreed their *Service's core values were clear* (83%), their *supervisor had sufficient authority* (73%), and their *supervisor encouraged people to learn from mistakes* (69%).

- When comparing the findings to the U.S. National Norm, service members were more likely to agree their *Service's/organization's core values were clear* (Military, 83% vs. U.S., 78%) and *leadership understood the problems faced on the job* (Military, 53% vs. U.S., 46%).
- Service members were less likely to agree, than employees of the U.S. National Norm, that it was *difficult to balance work and personal responsibilities*, (Military, 27% vs. U.S., 31%) and that they had *trouble getting their work done because their priorities or work objectives change so frequently* (Military, 34% vs. U.S., 38%).
- Service members had positive assessments of their immediate supervisor.

#### Service Findings

*Leadership.* Army members were not as positive toward their overall leadership as members from the other Services. For instance, Army members were less likely to agree their *Service's core values were clear* (80% vs. 83-88%) and the *truth could be taken up the chain of command without fear of reprisal* (49% vs. 53-64%) than members of other Services.

- Army members (30% vs. 21-26%) were more likely to agree that it was *difficult to balance work and personal responsibilities* than members from the other Services.
- Within DoD, Army members (41% vs. 30-33%) were more likely to agree they had *trouble getting their work done because their priorities changed too frequently.*
- For service members' assessment of their immediate supervisor, within DoD, Air Force members rated their immediate supervisors' ability to *handle people-skills* (3.8 vs. 3.6-3.7), *handle conceptual-skills* (3.9 vs. 3.7-3.8), and *adapt to challenges and improvements through learning* (3.8 vs. 3.6, all) higher than other Services.

### **Paygrade Findings**

*Leadership.* When comparing senior officers' assessment of overall leadership to the U.S. Management Norm, senior officers were consistently more positive in their evaluation.

- When comparing overall leadership across paygrade groups, enlisted members were not as positive as commissioned officers. For instance, enlisted members (E1-E4, 36% and E5-E9, 36% vs. O1-O3, 28% and O4-O6, 26%) were more likely than commissioned officers to agree their priorities, or work objectives changed so frequently they had trouble getting work done.
- In addition, enlisted members were less likely to agree than commissioned officers that their *supervisor had sufficient authority* (E1-E4, 70% and E5-E9, 73% vs. O1-O3, 81% and O4-O6, 84%) and *leadership understood the problems faced on the job* (E1-E4, 52% and E5-E9, 52% vs. O1-O3, 60% and O4-O6, 62%).
- Similar findings were present in the analysis of service members' immediate supervisors. For example, enlisted members and warrant officers (3.9, all) rated their immediate supervisors' ability to *handle the technical-skills part of the job* lower than commissioned officers (O1-O3 and O4-O6, both 4.1).
- In addition, E1-E4s rated their immediate supervisor's ability to *handle people-skills* (3.6 vs. 3.7-3.9), *handle conceptual skills* (3.6 vs. 3.8-4.1), *communicate* (3.6 vs. 3.7-3.9), *make decisions* (3.5 vs. 3.7-3.9), *motivate* (3.4 vs. 3.5-3.8), *build a team* (3.4 vs. 3.6-3.7), *learn* (3.5 vs. 3.7-3.9), *plan and organize* (3.5 vs. 3.6-3.9), and *execute* (3.7 vs. 3.8-4.0) lower than members of other paygrade groups.

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# Appendix A. Survey Instrument

RCS: DD-P&R(A) 1947 Exp. 12/21/03 DMDC Survey No. 02-0001



## STATUS OF THE ARMED FORCES SURVEYS

## Workplace and Gender Relations (Form 2002GB)



DEFENSE MANPOWER DATA CENTER ATTN: SURVEY PROCESSING ACTIVITY DATA RECOGNITION CORPORATION P.O. BOX 5720 MINNETONKA, MN 55343

## **COMPLETION INSTRUCTIONS**

#### • This is not a test, so take your time.

- Select answers you believe are most appropriate.
- Use a blue or black pen.
- Please PRINT where applicable.
- Place an "X" in the appropriate box or boxes.

RIGHT

• To change an answer, completely black out the wrong answer and put an "X" in the correct box as shown below.

WRONG

V Q

• Do not make any marks outside of the response and write-in boxes.

## MAILING INSTRUCTIONS

- PLEASE RETURN YOUR COMPLETED SURVEY IN THE BUSINESS REPLY ENVELOPE. (If you misplaced the envelope, mail the survey to DMDC, c/o Data Recognition Corp., PO Box 5720, Minnetonka, MN 55343).
- IF YOU ARE RETURNING THE SURVEY FROM ANOTHER COUNTRY, BE SURE TO RETURN THE BUSINESS REPLY ENVELOPE ONLY THROUGH A U.S. GOVERNMENT MAIL ROOM OR POST OFFICE.
- FOREIGN POSTAL SYSTEMS WILL <u>NOT</u> DELIVER BUSINESS REPLY MAIL.

## **PRIVACY NOTICE**

In accordance with the Privacy Act of 1974 (Public Law 93-579), this statement informs you of the purpose of the survey and how the findings will be used. Please read it carefully.

AUTHORITY: 10 USC Sections 136 and 2358.

**PRINCIPAL PURPOSE(S):** Information collected in this survey will be used to report attitudes and perceptions of members of the Armed Forces about programs and policies. Information provided will assist in the formulation of policies to improve the working environment.

#### ROUTINE USE(S): None.

**DISCLOSURE:** Voluntary. However, maximum participation is encouraged so that data will be complete and representative. Ticket numbers and serial numbers on your survey are used to determine if you have responded and to use record data to properly analyze the survey data. Personal identifying information is not used in any reports. Only group statistics will be reported.

### **COPYRIGHTED MATERIAL**

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## BACKGROUND

- 1. Are you . . . ?
  - 🖂 Male
  - 🖂 Female
- 2. What is the <u>highest</u> degree or level of school that you have completed? Mark the <u>one</u> answer that describes the highest grade or degree that you have completed.
  - Less than 12 years of school (no diploma)
  - GED or other high school equivalency certificate
  - 🛛 High school diploma
  - Less than 2 years of college credits, but no college degree
  - 2-year college degree (AA/AS)
  - More than 2 years of college credits, but no 4-year college degree
  - ☑ 4-year college degree (BA/BS)
  - Some graduate school, but no graduate degree
  - Master's, doctoral or professional school degree (MA/MS/PhD/MD/JD/DVM)
- 3. Are you Spanish/Hispanic/Latino? Mark "No" if not Spanish/Hispanic/Latino.
  - No, not Spanish/Hispanic/Latino
  - 🛛 Yes, Mexican, Mexican-American, Chicano
  - X Yes, Puerto Rican
  - 🖂 Yes, Cuban
  - Yes, other Spanish/Hispanic/Latino
- 4. What is your race? Mark one or more races to indicate what you consider yourself to be.
  - 🖂 White
  - 🛛 Black or African American
  - 🛛 American Indian or Alaska Native
  - Asian (e.g., Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese)
  - Native Hawaiian or other Pacific Islander (e.g., Samoan, Guamanian or Chamorro)
  - Some other race (*Please specify below.*)

#### Please print

#### 5. What is your marital status?

- 🖂 Never married
- 🖂 Married
- Separated
- ⊠ Divorced
- 🖂 Widowed

#### 6. In what Service are you?

$\boxtimes$	Army	
$\boxtimes$	Navy	

- ➢ Air Force Coast Guard
- 🖂 Marine Corps



7. What is your current paygrade? Mark one.

<ul> <li>☑ E-1</li> <li>☑ E-2</li> <li>☑ E-3</li> <li>☑ E-4</li> </ul>	<ul> <li>☑ E-6</li> <li>☑ E-7</li> <li>☑ E-8</li> <li>☑ E-9</li> </ul>	⊠ W-1 ⊠ W-2 ⊠ W-3 ⊠ W-4	<ul> <li>○ O-1/O1E</li> <li>○ O-2/O2E</li> <li>○ O-3/O3E</li> <li>○ O-4</li> </ul>
🖂 E-5		🖂 W-5	🖂 O-5
			🛛 O-6 or above

8. How many years of active-duty service have you COMPLETED (including enlisted, warrant officer, and commissioned officer time)? To indicate less than one year, enter "00". To indicate thirty-five or more, enter "35".



- 9. In which term of service are you serving now? Do not count extensions as separate terms of enlistment.
  - $\square$  You are on indefinite status  $\Rightarrow$  **IF INDEFINITE** STATUS, GO TO QUESTION 11
  - You are an officer serving an obligation
  - 1st enlistment
  - 2nd or later enlistment
- 10. How likely is it that you would be allowed to stay on active duty at the end of your current term or service obligation?
  - Very likely

Neither likely nor unlikely

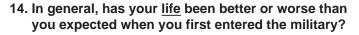
- 11. Assuming you could stay on active duty, how likely is it that you would choose to do so?
  - Very likely

Unlikelv Very unlikely

Unlikely Very unlikely

- ⊠ Likely Neither likely nor unlikely
- 12. If you could stay on active duty as long as you want, how likely is it that you would choose to serve in the military for at least 20 years?
  - Does not apply, you already have 20 or more years of service
  - Very likely
  - 🛛 Likelv
  - Neither likely nor unlikely
  - Unlikely
  - Very unlikely
- 13. When you leave active duty, how many total years of service do you expect to have completed? To indicate less than one year, enter "00". To indicate thirty-five or more, enter "35".

		Λ.	$\neg$
- v	-	<u> </u>	$\kappa$
	_/		11



- Much better Somewhat better
- Somewhat worse Much worse
- About what you expected Don't remember
- 15. In general, has your work been better or worse than you expected when you first entered the military?
  - Much better
- Somewhat worse
- Somewhat better
- Much worse
- About what you expected 🛛 Don't remember

- 16. Indicate the extent to which you are satisfied with each of the following.

			Don'	t <mark>know c</mark>	or do	es	no	t a	ppl	y
		Very satisfied					d			
					S	atis	fie	d		
		Neither	satisfied	nor dis	satis	fie	d			
				Dissat	isfie	d				
			Verv d	lissatisf	ied					
			, <b>,</b> .		7					
а	Basic Pay	/					$\boxtimes$		$\boxtimes$	
	Special a			•••••						
υ.	including									
~	Basic Allo									
С.										
٦	Subsister									
a.	Basic Allo			0						
	(BAH)						X		X	
	Retireme			get			$\boxtimes$		$\boxtimes$	
f.							_			
	(COLA) to				$\boxtimes$		$\boxtimes$		$\boxtimes$	
g.	Availabilit	y of med	ical care	for						
	yourself.				$\boxtimes$		$\boxtimes$		$\boxtimes$	
h.	Availabilit	y of med	ical care	for						
	your famil	ly			$\boxtimes$		$\boxtimes$		$\boxtimes$	
i.	Quality of									
	yourself.						$\boxtimes$		$\boxtimes$	
j.	Quality of						_		_	
<b>)</b> -	family			•			$\boxtimes$		$\boxtimes$	
k	Out of po									
	care									
١.	Availabilit									
	Quality of									
	Affordabil									
	Family su									
	Quality of								M	
q.	Quality of									
	(i.e., spac				_					
	maintena						$\boxtimes$		$\boxtimes$	
r.	Opportun									
	education				$\boxtimes$		$\boxtimes$		$\boxtimes$	
s.	Opportun	ities for p	orofessio	nal						
	developm				$\boxtimes$		$\boxtimes$		$\boxtimes$	
t.	Level of c	are and	concern	shown						
	by superv				$\boxtimes$		$\boxtimes$		$\boxtimes$	
u.	Quality of						$\boxtimes$		$\boxtimes$	
	Your care								$\square$	
-		,								

17. Indicate the extent to which you agree or disagree with the following statements about your Service.

5		
	Strongly agr	ee
	Agree	
	Neither agree nor disagree	
	Disagree Strongly disagree	
	Strongly disagree	
<ul> <li>c. You are glad that your Service</li> <li>d. You are NOT willi out to help your S</li> <li>18. During the past 6 m</li> </ul>	<ul> <li>the best job you</li> <li>make sacrifices</li> <li>ce</li></ul>	
	"Yes" or "No" for each item. Yes	
a. Thought seriously		
military	🖂	$\boxtimes$
b. Wondered what li	fe might be like as a	
		$\boxtimes$
c. Discussed leaving		
	family or friends	$\boxtimes$
	ring with your immediate	
		$\boxtimes$
e. Gathered informa	tion on education	
programs or colle	ges 🖂	$\boxtimes$
f. Gathered informa	tion about civilian job	
	ple, read newspaper	
	bb fair) 🖂	$\boxtimes$
g. Attended a progra	am that helps people	
• • •	n employment	$\boxtimes$
	ne 🧵	$\overline{\times}$
-	🖾	
	job	
,		
	considering active duty milit recommend that he/she join <i>" for each item.</i>	
a. A male friend	b. A female friend	
X Yes	X Yes	
No		
	🖂 No	

- 20. Do you have children aged 10 or older with whom you talk about careers, jobs, and education?
  - Yes ⇒ IF YES, CONTINUE WITH QUESTION 21
     No ⇒ IF NO, GO TO QUESTION 23
- 21. When you talk with your children about their future, do you encourage them to consider the military?
  - 🖂 Yes
  - 🖂 No

22. When you talk with your children about their possible career choices, how positive or negative are you about . . .

	Very positive
	Positive
	Neither positive nor negative
	Negative
	Very negative
<ul> <li>b. Career opportur</li> <li>c. Serving in the m career?</li> <li>d. Part-time (Nation opportunities in</li> <li>e. Career opportur</li> <li>federal governmm</li> <li>f. Career opportur</li> <li>sector?</li> </ul>	nal Guard/Reserve) the military?
3. During the last 12 most of your activ	e months, where have you served ve-duty time?
Territory or pose Please abbrevi Europe (e.g., Bo Serbia, United B	print the two-letter postal ation - for example "AK" for Alaska osnia-Herzegovina, Germany, Italy
East Asia and F North Africa, Ne Bahrain, Diego Sub-Saharan A	Pacific (e.g., Australia, Japan, Kore ear East, or South Asia (e.g., Garcia, Kuwait, Saudi Arabia) frica (e.g., Kenya, South Africa) phere (e.g., Cuba, Honduras, Peru
<ul> <li>East Asia and F</li> <li>North Africa, Ne</li> <li>Bahrain, Diego</li> <li>Sub-Saharan Ai</li> <li>Western Hemis</li> </ul>	ear East, or South Asia (e.g., Garcia, Kuwait, Saudi Arabia) frica (e.g., Kenya, South Africa) phere (e.g., Cuba, Honduras, Peru <b>e months, where have you lived</b>

includes deployments, TDYs/TADs, training, military education, time at sea, and field exercises/alerts.

- 25. In the past 12 months, have you been away from your permanent duty station/homeport overnight because of your military duties?
  - Yes ⇒ IF YES, CONTINUE WITH QUESTION 26
     No ⇒ IF NO, GO TO QUESTION 29

- 26. During the past 12 months, how many separate times were you away from your permanent duty station/homeport for at least one night because of your military duties?
  - 1 2 times
  - 🖂 3 4 times
  - 🖂 5 6 times
  - 🖂 7 8 times
- 2 9 10 times
- 11 12 times
- 13 24 times

25 times or more

27. During the past 12 months, how long were you away from your permanent duty station/homeport for the following military duties? Assign each of your nights away to <u>only</u> one type of military duty.

				1	0 +	0 1	2 1	no	nth	c
		7 months to le		-		-				3
			5 months to less than 7 months							
		3 months to less than 5 months								
		1 month to less than		-	-		э			
		Less than 1				5				
			Non		n					
		I	NOL	e						
2	Operation	Enduring Freedom					$\square$		$\square$	
		ping or other	•••							
υ.										
~	•	cy operation	•••							
C.	-	umanitarian e mission								
٦			•••							
a.	d. Unit training at combat									
	•	enter								
		Irug operations	• •						M	
f.		disaster or civil								
		у	• •	$\boxtimes$	X		X		$\bowtie$	
g.		ea for scheduled								
		ents (other than for								
		e)	• •	$\boxtimes$	$\boxtimes$		$\boxtimes$		$\boxtimes$	
h.		e at sea (other than								
		ove)		$\boxtimes$	$\boxtimes$		$\boxtimes$		$\boxtimes$	
i.	Joint train	ing/field exercises/								
	alerts (oth	her than for the								
	above)			$\boxtimes$	$\boxtimes$		$\boxtimes$		$\boxtimes$	
j.	Military ed	ducation (other than								
	for the ab	ove)		$\boxtimes$	$\boxtimes$		$\boxtimes$		$\boxtimes$	
k.	Other TD	Ys/TADs		$\boxtimes$	$\boxtimes$		$\boxtimes$		$\boxtimes$	

- 28. In the past 12 months, what was the total length of time you were away from your permanent duty station/homeport because of your military duties? Add up <u>all</u> nights away from your permanent duty station.
  - Less than 1 month
  - $\boxtimes$  1 month to less than 3 months
  - $\boxtimes$  3 months to less than 5 months
  - $\boxtimes$  5 months to less than 7 months
  - $\boxtimes$  7 months to less than 10 months
  - 🖂 10 to 12 months

- YOUR WORKPLACE
- If you have been at your current duty location (ship) for one month or more, answer the questions on Workplace for your current duty location (ship), even if you are not permanently stationed at that location.
- Otherwise, answer the questions for the last duty location where you were located for at least a month.
- 29. How many months have you completed at your duty location/ship during your current tour? *To indicate ninety-nine or more, enter "99".*



- 30. Is this location your permanent duty location/ship?
  - 🖂 Yes
  - No, you are TDY/TAD attending training
  - No, you are TDY/TAD for reasons other than training
- 31. Are you currently . . . Mark "Yes" or "No" for each item. Yes No

	162	NU
a. A student in a military course?	$\boxtimes$	$\boxtimes$
b. Serving aboard a ship at sea?	$\boxtimes$	$\boxtimes$
c. In the shore part of a ship/shore rotation?.	$\boxtimes$	$\boxtimes$
d. In a military occupational specialty (e.g.,		
MOS/AFSC/Rating) not usually held by		
persons of your gender?	$\boxtimes$	$\boxtimes$
e. In a work environment where members		
of your gender are uncommon?	$\boxtimes$	$\boxtimes$
f. On a deployment that will keep you		
away from home for at least 30		
consecutive days?	$\boxtimes$	$\square$

#### 32. What is the gender of your immediate supervisor?

- 🖂 Male
- 🖂 Female

## 33. What is the paygrade of your immediate supervisor?

🖂 E-4 or below	🖂 W-1	🖂 O-1/O1E
🖂 E-5	🖂 W-2	🖂 0-2/02E
🖂 E-6	🖂 W-3	🔀 O-3/O3E
🖂 E-7	🖂 W-4	🖂 O-4
🖂 E-8	🖂 W-5	🔀 O-5
🔀 E-9		🖂 O-6 or above

- Civilian GS-1 to GS-6 (or equivalent)
- Civilian GS-7 to GS-11 (or equivalent)

Civilian GS-12 or above (or equivalent)

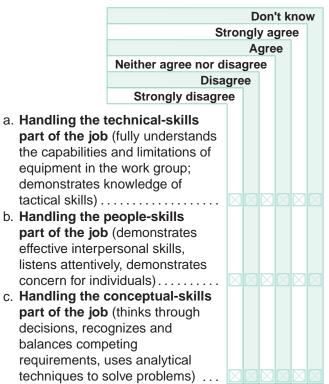
- 34. Which of the following statements best describes the gender mix of your current work group, that is, the people with whom you work on a day-to-day basis?
  - 🛛 All men
  - 🛛 Almost entirely men
  - More men than women
  - About equal numbers of men and women
  - More women than men
  - Almost entirely women
  - 🖂 All women
- 35. To what extent do you agree or disagree with the following statements about your workplace?

		Strongly agree
		Agree
Neith	ner agree nor	
	Dis trongly disag	sagree
		jree
a. I know what is expected work	d of me at	
b. I have the materials and	d equipment	
I need to do my work rig		
c. At work, I have the oppo		
do what I do best every		
d. In the last 7 days, I have recognition or praise for		
good work		
e. My supervisor, or some	one at	
work, seems to care ab		
f. There is someone at wo		. KKKKK
encourages my develop		
g. At work, my opinions se		
count		
h. The mission/purpose of		
makes me feel my job is i. My coworkers are comr		
doing quality work		. XXXXX
j. I have a best friend at w		
k. In the last 6 months, so		
work has talked to me a	about my	
I. This last year, I have ha	 nd	
opportunities at work to		
to grow		
m. At my workplace, a pers		
opportunities and prome based only on work-rela		
characteristics		. XXXXX
n. My supervisor helps eve	eryone in	
my work group feel inclu		$\cdot \boxtimes \boxtimes \boxtimes \boxtimes \boxtimes$
<ul> <li>I trust my supervisor to with issues of equal treat</li> </ul>		
my workplace		
p. At my workplace, all em	ployees	
are kept well informed a		
issues and decisions th		
them		

36. Please indicate whether you agree or disagree with the following statements.

	Agree				
	Ten	d to a	gre	е	
			?		
	Tend to disa	_			
	Disagre	e			
a. My chain of command ke	eps me				
informed about important	•	$\boxtimes$		$\boxtimes$	
b. If I make a request throu					
channels in my work grou	up, I know				
somebody will listen		$\boxtimes$		$\boxtimes$	
c. My Service has establish	ed a				
climate where the truth c	an be				
taken up the chain of cor					
without fear of reprisal		$\boxtimes$		$\boxtimes$	
d. I find it very difficult to ba					
work and personal respo		$\boxtimes$		$\boxtimes$	
e. Priorities or work objectiv					
changed so frequently, I					
trouble getting my work of				$\bowtie$	
f. My supervisor encourage					
to learn from mistakes				M	
g. My supervisor has suffici					
authority h. I believe my Service's co					
are clear	re values			$\square$	
i. Leadership generally und	herstands				
the problems we face on				$\square$	
	our job3				

37. How much do you agree or disagree with each of the following statements about your immediate supervisor? The term "work group" refers to the people with whom you work on a day-to-day basis.





#### 38. To what extent do you agree or disagree with the following statements about your work group?

			D	on'	't k	no	w
	St	roi	ngl	y a	gre	е	
			Α	gre	е		
	Neither agree nor d	isa	gre	е			
	Disa	gre	e				
	Strongly disagre	e					
a. The leaders in set high standa members in ter behavior and d	ards for Service ms of good					$\boxtimes$	
b. The leaders in are more intere good than bein	ested in looking			$\square$			
	sed with the quality						
d. You would go f							
your chain of c e. The leaders in				$\boxtimes$		$\boxtimes$	
are not concern Service member	ned with the way ers treat each other						
f. The leaders in are more intere their careers th	ested in furthering an in the well-						
0	Service members			$\boxtimes$			$\boxtimes$
	r work group treat ers with respect						$\boxtimes$
h. Leaders most o	often get willing rted cooperation						
your work grou i. The NCOs/pet	p y officers in your and are a good						
members	o you agree or disa	agr	ee	wi	th	the	<b>e</b>

#### 39. following statements about ...

	Strongly agree				
		Α	gree	•	
	Neither agree nor d	isagre	e		
	Disagree				
	Strongly disagre	e			
THE PEOPLE Y	OU WORK WITH				
a. There is very little	conflict among				
your coworkers		$\boxtimes$			
b. You like your coworkers		$\boxtimes$			
c. Your coworkers put in the effort					
required for their	jobs	$\boxtimes$		$\leq$	
d. You are satisfied	with the				
relationships you	have with your				
coworkers	·	$\boxtimes$			
e. The people in you	ir work group				
					$\times$
f. The people in you					
	ch other	$\boxtimes$			$\times$

	Strongly agree				e	
			A	gre	е	
	Neither agree nor d	isa	gre	е		
	Disagree					
	Strongly disagre	e				
THE WOR	K YOU DO					
g. Your work provide	es you with a					
sense of pride			$\boxtimes$		$\boxtimes$	
h. Your work makes	good use of					
your skills			$\boxtimes$		$\boxtimes$	
i. Your present assig	gnment is good					
for your military ca	areer		$\boxtimes$		$\boxtimes$	
j. You like the kind of	of work you do		$\boxtimes$		$\boxtimes$	
k. Your job gives you	u the chance to					
acquire valuable s	skills		$\boxtimes$		$\boxtimes$	
I. You are satisfied	with your job as					
a whole					$\boxtimes$	

40. How often during the <u>past 12 months</u> have you been in workplace situations where military personnel, civilian employees, and/or contractor employees have <u>targeted you</u> with any of the following behaviors?

ronoming bonarioro.						
	Very often					
	Often					
	Som	etimes	;			
	Once or tw					
	Neve	r				
a. Using an angry tone of voic	e	$\boxtimes$	$\triangleleft \boxtimes$			
b. Avoiding you			$\mathbb{Z}$			
c. Making you look bad			$\triangleleft \boxtimes$			
d. Yelling or raising one's voic	e		$\mathbb{Z}$			
e. Withholding information from	m you		$\mathbb{Z}$	$\boxtimes$		
f. Swearing directed at you .				$\boxtimes$		
g. Talking about you behind yo	our back .					
h. Insulting, criticizing you (inc						
sarcasm)	U U			$\boxtimes$		
i. Saying offensive or crude th						
about you	U U			$\boxtimes$		
j. Flaunting status or power o						
,	,	کا لاے ایک				

## MENTORING

- 41. <u>In your opinion</u>, have you ever had a mentor while in the military?
  - Yes, you have one now. ⇒ IF YES, CONTINUE WITH QUESTION 42
  - Yes, you had one, but you don't have one now. ⇒ IF YES, CONTINUE WITH QUESTION 42
  - No, but you would have liked one. ⇒ IF NO, GO TO QUESTION 45
  - No, and you never wanted one. ⇒ IF NO, GO TO QUESTION 45
  - No, you do not know what a mentor is. ⇒ IF NO, GO TO QUESTION 45

- 42. Who is your current mentor (or, if you have no current mentor, who was your <u>most recent</u> mentor)? *Mark one.* 
  - A commissioned officer
  - A warrant officer
  - An NCO/petty officer
  - A junior enlisted Service member
  - 🖂 A DoD civilian
  - $\blacksquare$  Other (*Please specify below.*)

#### Please print.

## 43. Is your current mentor (or was your <u>most recent</u> mentor) . . . ? *Mark one.*

- 🖂 Your rater
- Your senior rater
- A person who is/was higher in rank than you, but not your rater or your senior rater
- A person who is/was at your same rank
- A person who is/was lower in rank than you
- A person who is not or was not in the military at the time the mentoring was provided
- 44. If your current mentor (or if none now, your most recent mentor) provides the following assistance, how helpful is/was each to you? *Please mark one answer for each statement.*

	lona						_
	Extremely helpful						
		Ve	ery	he	lpfι	л	
	Moderate	ely	he	lpfι	л		
	Slightly	he	lpfu	л			
	Not at all he						
	Not provide	d					
a. Teaches job skills		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
b. Gives feedback on you							
performance	•	$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
c. Assigns challenging ta		$\overline{\times}$		$\overline{\times}$		$\overline{\times}$	$\overline{\times}$
d. Helps develop your sk				_		_	
competencies for futur							
assignments		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
e. Provides support and							
encouragement		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
f. Provides personal and							
guidance		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
g. Provides career guida		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\overline{\boxtimes}$
h. Demonstrates trust		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
i. Acts as a role model .		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
j. Protects you		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
k. Invites you to observe							
at his/her level		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
I. Instills Service core va	alues	$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
m. Provides moral/ethical	quidance	$\square$		$\boxtimes$		$\boxtimes$	$\overline{\boxtimes}$
n. Teaches/advises on	0						
organizational politics		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
o. Provides sponsorship/							
to advance your caree		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\boxtimes$
p. Assists in obtaining fu							
assignments		$\boxtimes$		$\boxtimes$		$\boxtimes$	$\square$
		لاسكا					

## READINESS, HEALTH, AND WELL-BEING

#### 45. Taking into account your <u>training</u> and <u>experience</u>, how well prepared are you to perform your wartime job?

- Very well prepared
- Poorly prepared
- 🖂 Well prepared
- Very poorly prepared
- Neither well nor poorly prepared
- 46. How well prepared are you <u>physically</u> to perform your wartime job?
  - Very well prepared
- Poorly prepared
   Very poorly prepared
- Well prepared Neither well nor poorly prepared
- 47. Not including injuries, how many days in the past 12 months have you been too sick to do your job?
  - 0 🔀
  - 🖂 1 5 days
  - 🖂 6 10 days
- 11 15 days
   16 20 days
   21 or more days
- 48. How many days in the past 12 months have you been unable to do your job because of an injury suffered <u>at work</u>?
  - 0 🔀
  - ✓ 1 5 days
     ✓ 6 10 days
- 11 15 days
   16 20 days
   21 or more days
- 49. How many days in the past 12 months have you been unable to do your job because of an injury suffered <u>outside of work</u>?
  - ⊠ 0 ⊠ 1 - 5 days ⊠ 6 - 10 days
- ☑ 11 15 days
   ☑ 16 20 days
   ☑ 21 or more days
- 50. How true or false is each of the following statements for you? *Please mark one answer for each statement.*

	Definitely true			
	Mostly true			
	Mostly false			
	Definitely false			
<ul> <li>a. I am as healthy as anybod</li> <li>b. I seem to get sick a little end</li> <li>other people</li> <li>c. I expect my health to get w</li> <li>d. My health is excellent</li> </ul>	asier than			

51. How much of the time during the past 4 weeks have you had any of the following problems with your work or other regular daily activities as a result of your <u>physical health</u>? *Please mark one answer for each statement.* 

	All or most of the time A good bit of the time			
	Some of the		5	
	Little or none of the tim	е		
<ul> <li>b. Accomplished less</li> <li>c. Were limited in the other activities your d. Had difficulty per</li> </ul>	other activities ss than you would like. he kind of work or bu do forming the work or bu do (for example,			

52. How much of the time during the past 4 weeks have you had any of the following problems with your work or other regular daily activities as a result of <u>emotional problems</u> (such as feeling depressed or anxious)? *Please mark one answer for each statement.* 

	All or most of the time A good bit of the time Some of the time
	Little or none of the time
b. Accomplished les c. Didn't do work or	other activities Stan you would like.

53. How much of the time during the past 4 weeks have you . . . *Please mark one answer for each statement.* 

	All or most of the time			
	A good bit of t	he time		
	Some of the	time		
	Little or none of the tin	ne		
a. Felt calm and pe	aceful?	$\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$		
b. Been a very nerv	ous person?	$\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$		
c. Felt so down in the	he dumps that			
nothing could che	eer you up?	$\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$		
d. Felt downhearted	d and blue?	$\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$		
e. Been a happy pe	erson?	$\boxtimes\boxtimes\boxtimes\boxtimes$		

## GENDER RELATED EXPERIENCES IN THE MILITARY IN THE PAST 12 MONTHS

54. During the past 12 months, did any of the following happen to you? If it did, do you believe your gender was a factor? *Mark only one answer for each statement.* 

#### Yes, and your gender was a factor Yes, but your gender was NOT a factor No, or does not apply

	-	
		a. You were rated lower than you deserved
$\boxtimes$		on your last evaluation
	-	b. Your last evaluation contained unjustified
$\boxtimes$		negative comments
		c. You were held to a higher performance
$\boxtimes$		standard than others
		d. You did not get an award or decoration
$\boxtimes$		given to others in similar circumstances
		e. Your current assignment has not made
$\boxtimes$		use of your job skills
		f. Your current assignment is not good
		for your career if you continue in the
$\boxtimes$		military
		g. You did not receive day-to-day, short-
		term tasks that would have helped you
$\boxtimes$		prepare for advancement
		h. You did not have a professional
		relationship with someone who advised
		(mentored) you on career development
$\boxtimes$		or advancement
		i. You did not learn-until it was too late-of
		opportunities that would have helped
$\boxtimes$		your career
		j. You were unable to get straight answers
$\boxtimes$		about your promotion possibilities
		k. You were excluded from social events
		important to career development and
$\boxtimes$	$ \square$	being kept informed
		I. You did not get a job assignment that
		you wanted and for which you were
$\boxtimes$	$ \square$	qualified
		•
		m. If you answered "Yes, and your gender
		was a factor" to "I" above, was this
		assignment legally open to women?
		🖂 No 🛛 🖂 Yes
		n. Have you had any other adverse
		personnel actions in the past 12 months? (If "Yes," please specify below.)

55. In this question you are asked about sex/gender related talk and/or behavior that was unwanted, uninvited, and in which you did not participate willingly.

How often during the past 12 months have you been in situations involving

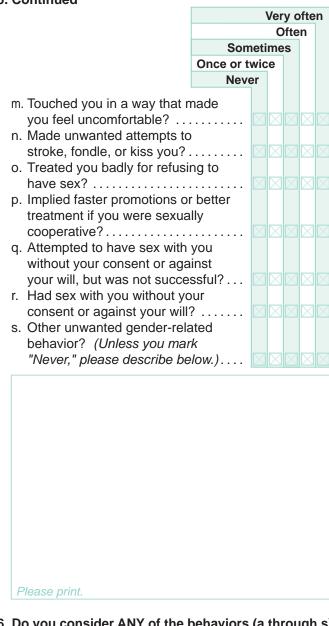
- <u>Military Personnel</u>
  - <u>on- or off</u>-duty
  - on- or off-installation or ship; and/or
- <u>Civilian Employees</u> and/or <u>Contractors</u>
- In your workplace or on your installation/ship

where one or more of these individuals (of either gender) . . .

gender)	Very ofte					
	Often					
	Som	etimes				
	Once or ty	vice				
	Neve	r				
<ul> <li>Dependent ally told approval atom</li> </ul>						
a. Repeatedly told sexual stor						
jokes that were offensive to						
<ul> <li>Referred to people of your in insulting or offensive terr</li> </ul>						
0						
<ul> <li>Made unwelcome attempts you into a discussion of sex</li> </ul>						
matters (for example, atter						
discuss or comment on you						
1:(-)0						
d. Treated you "differently" be						
of your gender (for example						
mistreated, slighted, or igno						
you)?						
e. Made offensive remarks ab						
your appearance, body, or						
activities?						
f. Made gestures or used boo	lv					
language of a sexual nature						
embarrassed or offended y						
g. Made offensive sexist rema						
example, suggesting that p	•					
of your gender are not suite						
the kind of work you do)? .	[	imes  imes  imes  imes	$\boxtimes$			
h. Made unwanted attempts to	D C					
establish a romantic sexual						
relationship with you despit						
efforts to discourage it?		imes	$\boxtimes$			
i. Put you down or was conde						
to you because of your gen			$\boxtimes$			
j. Continued to ask you for da						
drinks, dinner, etc., even th						
you said "No"?			$\boxtimes$			
k. Made you feel like you were						
bribed with some sort of rev						
special treatment to engage						
sexual behavior?			M			
I. Made you feel threatened w						
some sort of retaliation for						
being sexually cooperative						
example, by mentioning an upcoming review)?						

Please print.

#### 55. Continued



56. Do you consider ANY of the behaviors (a through s) which YOU MARKED AS HAPPENING TO YOU in Question 55 to have been sexual harassment?

- None were sexual harassment ⇒ CONTINUE WITH QUESTION 57
- Some were sexual harassment; some were not sexual harassment ⇒ CONTINUE WITH QUESTION 57
- ☑ Does not apply–I marked "Never" to every item in Question 55 ⇒ GO TO QUESTION 76

## **One Situation with the Greatest Effect**

57. Think about the situation(s) you experienced during the past 12 months that involved the behaviors you marked in Question 55. Now pick the SITUATION THAT HAD THE GREATEST EFFECT ON YOU.

#### **57. Continued**

What did the person(s) do during this situation? *Mark one answer for each behavior.* 

	Did this
	Did not do this
a. Repeatedly told sexual stories of	or jokes that
were offensive to you	
b. Referred to people of your gend	
insulting or offensive terms	
c. Made unwelcome attempts to du into a discussion of sexual matter	
example, attempted to discuss of	
comment on your sex life)	
d. Treated you "differently" becaus	
gender (for example, mistreated	-
or ignored you)	
e. Made offensive remarks about y	
appearance, body, or sexual act f. Made gestures or used body lar	
<ul> <li>f. Made gestures or used body lar a sexual nature that embarrasse</li> </ul>	
offended you	
g. Made offensive sexist remarks (	
example, suggesting that people	
gender are not suited for the kin	
you do)	
h. Made unwanted attempts to esta	
romantic sexual relationship with despite your efforts to discourage	
i. Put you down or was condescer	
you because of your gender	
j. Continued to ask you for dates,	
dinner, etc., even though you sa	
k. Made you feel like you were bei	
with some sort of reward or spec	
treatment to engage in sexual b I. Made you feel threatened with s	
<ol> <li>Made you feel threatened with s of retaliation for not being sexual</li> </ol>	
cooperative (for example, by me	
an upcoming review)	
m. Touched you in a way that made	e you feel
uncomfortable	
n. Made unwanted attempts to stro	
or kiss you o. Treated you badly for refusing to	
p. Implied faster promotions or bet	
treatment if you were sexually c	
q. Attempted to have sex with you	
your consent or against your wil	
not successful	🛛
r. Had sex with you without your c	
against your will s. Other unwanted gender-related	
you mark "Did this," please desc	

Please print.



The remaining questions in this section refer to the one situation that had the greatest effect on you - Question 57.

58. To what degree was this situation ....

	Extremely			у	
			Ver	У	
	Mod	erate	ly		
	Slig	htly			
	Not at a	II			
<ul> <li>a. Annoying?</li> <li>b. Offensive?</li> <li>c. Disturbing?</li> <li>d. Threatening?</li> <li>e. Embarrassing?</li> <li>f. Frightening?</li> </ul>					

#### 59. Where and when did this situation occur?

	All of it			it	
	M	ost	of	it	
	Some	of	it		
	None of	it			
a. At a military installation b. At work (the place where you				$\boxtimes$	
perform your military duties)		$\boxtimes$		$\boxtimes$	
c. During duty hours		$\boxtimes$		$\boxtimes$	
d. In the local community around a	n				
installation		$\boxtimes$		$\boxtimes$	

#### 60. What was the gender of the person(s) involved?

- 🖂 Male
- Female
- Both males and females were involved
- Gender unknown

#### 61. Was the person(s) involved . . . Mark "Yes" or "No" for each. Yes No

a. Your immediate military supervisor?	$\square$	$\square$
b. Your immediate civilian supervisor?	$\boxtimes$	$\geq$
c. Your unit commander?	$\boxtimes$	$\geq$
d. Other military person(s) of higher		
rank/grade than you?	$\boxtimes$	$\geq$
e. Other civilian employee(s) of higher		
rank/grade than you?	$\boxtimes$	$\geq$
f. Your military coworker(s)?	$\boxtimes$	$\geq$
g. Your civilian coworker(s)?	$\boxtimes$	$\geq$
h. Your military subordinate(s)?	$\boxtimes$	$\geq$
i. Your civilian subordinate(s)?	$\boxtimes$	$\geq$
j. Your military training instructor?	$\boxtimes$	
k. Your civilian training instructor?	$\boxtimes$	$\square$
I. Other military person(s)?	$\boxtimes$	$\square$
m. Other civilian person(s)?	$\boxtimes$	$\square$
n. Other or unknown person(s)?	$\square$	$\square$

- 62. During the course of the situation you have in mind, how often did the event(s) occur?
  - Once
- Almost every day
- Occasionally
- More than once a day
- Frequently
- 63. How long did this situation last, or if continuing, how long has it been going on?
  - Less than 1 week
  - 1 week to less than 1 month
  - $\boxtimes$  1 month to less than 3 months
  - 3 months to less than 6 months
  - 6 months to less than 9 months
  - $\boxtimes$  9 months to less than 12 months
  - $\boxtimes$  12 months or more

#### 64. Is the situation still going on?

- X Yes
- 🖂 No

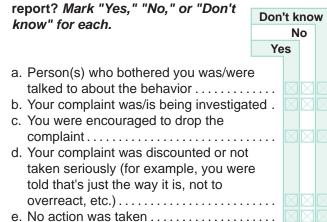
#### 65. To what extent did you . . .

	Very large extent			
	Lai	rge extei	nt	
	Moderate	extent		
	Small ex	tent		
	Not at a	II –		
a. Try to avoid the person(s) wh	าด			
bothered you?				
b. Try to forget it?				
c. Tell the person(s) you didn't				
what he or she was doing?.				
d. Stay out of the person's or				
persons' way?				
e. Tell yourself it was not really				
important?			$\boxtimes$	
f. Talk to some of your <u>family</u> a				
the situation?		$\boxtimes$ $\boxtimes$ $\boxtimes$	$\boxtimes$	
g. Talk to some of your coworke	ers			
about the situation?		$\boxtimes$ $\boxtimes$ $\boxtimes$	$\boxtimes$	
h. Talk to some of your friends	about			
the situation?		$\boxtimes$ $\boxtimes$ $\boxtimes$	$\boxtimes$	
i. Talk to a chaplain or counsel	or			
about the situation?		$\boxtimes$	$\boxtimes$	
j. Try to avoid being alone with	the			
person(s)?		$\boxtimes \boxtimes \boxtimes$	$\boxtimes$	
k. Tell the person(s) to stop?		$\boxtimes$ $\boxtimes$ $\boxtimes$	$\boxtimes$	
I. Just put up with it?		$\boxtimes$ $\boxtimes$ $\boxtimes$	$\boxtimes$	
m. Ask the person(s) to leave yo				
alone?				
n. Blame yourself for what hap				
o. Assume the person(s) mean				
p. Pray about it?			$\boxtimes$	
q. Pretend not to notice, hoping				
person(s) would leave you a			$\boxtimes$	
r. Do something else in respon				
the situation?		$\boxtimes \boxtimes \boxtimes$	$\boxtimes$	

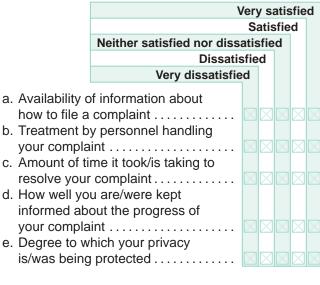
- 66. Did you report this situation to any of the following installation/Service/DoD individuals or organizations? *Mark* "Yes" or "No" for each.
  - YesNoa. Your immediate supervisorImage: Someone else in your chain-of-command (including your commanding officer)Image: Someone else in your chain-of-command (including your commanding officer)c. Supervisor(s) of the person(s) who did it..Image: Someone else in your commanding officer)d. Special military office responsible for handling these kinds of complaints (for example, Military Equal Opportunity or
  - e. Other installation/Service/DoD person or office with responsibility for follow-up ...
- 67. Did you answer "Yes" to at least one item in Question 66?

Yes ⇒ IF YES, CONTINUE WITH QUESTION 68
 No ⇒ IF NO, GO TO QUESTION 74

## 68. What actions were taken in response to your



## 69. How satisfied are you with the following aspects of the reporting process?



#### 70. Is the action still being processed?

Yes ⇒ IF YES, GO TO QUESTION 73
 No ⇒ IF NO, GO TO QUESTION 71

71. What was the outcome of your complaint? *Mark* "Yes," "No," or "Don't know" for each.

	Don	Don't know		
		No	2	
	Ye	es		
a. They found your complaint to be true				$\triangleleft$
b. They found your complaint to be untru		$\square$	$\ge$	$\ge$
c. They were unable to determine wheth	er			
your complaint was true or not		$\square$	$\ge$	$\ge$
d. The outcome of your complaint was				
explained to you		$\boxtimes$	$\ge$	$\ge$
e. The situation was corrected		$\boxtimes$	$\ge$	$\ge$
f. Some action was taken against the				
person(s) who bothered you			$\ge 0$	$\times$
g. Nothing was done about the complain			$\ge 0$	$\times$
h. Action was taken against you				$\leq$

## 72. How satisfied were you with the outcome of your complaint?

- Very satisfied
- 🖂 Satisfied
- Neither satisfied nor dissatisfied
- 🛛 Dissatisfied
- Very dissatisfied
- If you were dissatisfied/very dissatisfied with the outcome of your complaint, please specify why below.

#### Please print.

- 73. Did you report <u>all</u> of the behaviors you marked in Question 57 to one of the installation/Service/DoD individuals or organizations listed in Question 66?
  - Yes ⇒ IF YES, GO TO QUESTION 75
     No ⇒ IF NO, CONTINUE WITH QUESTION 74
- 74. What were your reasons for not reporting behaviors to any of the installation/Service/DoD individuals or organizations in Question 66? *Mark* "Yes" or "No" for each.

	Yes	NO
a. Was not important enough to report	🖂	$\boxtimes$
b. You did not know how to report	🖂	$\boxtimes$
c. You felt uncomfortable making a report .	🖂	$\boxtimes$
d. You took care of the problem yourself	🖂	$\boxtimes$
e. You talked to someone informally in you	r	
chain-of-command	🖂	$\boxtimes$
f. You did not think anything would be		
done if you reported	🖂	$\boxtimes$
g. You thought you would not be believed		
if you reported	🖂	$\boxtimes$
h. You thought your coworkers would be		
angry if you reported	🖂	$\boxtimes$
i. You wanted to fit in	🖂	$\boxtimes$



#### 74. Continued

		res	NO
j.	You thought reporting would take too		$\square$
Ŀ	much time and effort		
к.	You thought you would be labeled a		$\square$
	troublemaker if you reported		
١.	A peer talked you out of making a	$\square$	$\square$
m	formal complaint		
111	a formal complaint		
n	. You did not want to hurt the person's		
	or persons' feelings, family, or career	$\square$	
0	. You thought your performance		
0.	evaluation or chance for promotion		
	would suffer if you reported	$\square$	$\square$
D.	. You were afraid of retaliation from the		
P .	person(s) who did it	$\square$	$\boxtimes$
q.	You were afraid of retaliation or		
'	reprisals from friends/associates of		
	the person(s) who did it	$\square$	$\boxtimes$
r.	You were afraid of retaliation or		
	reprisals from your supervisors or		
	chain-of-command	$\boxtimes$	$\boxtimes$
s.	Some other reason	$\boxtimes$	$\boxtimes$

75. Sometimes people may have problems at work after a situation like the one you experienced. Did any of the following things happen <u>as a result of</u> <u>the situation or how you responded to it</u>? *Mark* "Yes," "No," or "Don't know" for each.

	Don't know		w	
		Ν	0	
	Y	es		
<ul><li>a. You were ignored by others at work</li><li>b. You were blamed for the situation</li><li>c. People gossiped about you in an unkin or negative way</li></ul>	 nd			
d. You lost perks/privileges that you had before				
<ul> <li>e. You were given less favorable job dution</li> <li>f. You were denied an opportunity for training</li> </ul>				
g. You were given an unfair performance evaluation				
<ul><li>h. You were unfairly disciplined</li><li>i. You were denied a promotion</li></ul>		$\boxtimes$	$\boxtimes$	
j. You were transferred to a less desirab job	le 	$\square$		
<ul><li>k. You were unfairly demoted</li><li>l. You were mistreated in some other was</li></ul>		$\boxtimes$	$\boxtimes$	

## **OTHER WORKPLACE EXPERIENCES**

The following items describe situations that sometimes happen in the workplace. What do you think would happen at your duty station in situations like these? 76. Suppose that a coworker at your duty station were to talk a lot at work about sex, trying to get others to talk about it, too. *Mark if you "agree" or "disagree" with each of the following statements.* 

uisagree with ea	ch of the following	States	nem	3.
	Si	trongly	/ agre	e
		Ag	gree	
	Neither agree nor d	isagre	е	
	Disa	gree		
	Strongly disagree	e		
If a coworker at yo	ur duty station			
were to do this				
a. Others in the unit	would not care	$\boxtimes$		$\boxtimes$
b. The coworker wo	uld get in trouble			
	pervisor	$\boxtimes$		$\boxtimes$
c. Others in the unit				
coworker to stop		$\boxtimes$		$\boxtimes$
d. Leadership would				$\square$
If another coworke				
complain about thi	S			
e. The complaint wo				
seriously		$\boxtimes$		$\boxtimes$
f. It would be risky f				
	aint	$\boxtimes$		$\boxtimes$
g. Some corrective a				
taken		$\boxtimes$		$\boxtimes$
h. Other coworkers	would treat the			
person who made	the complaint			
badly				$\square$
	uld be ignored			$\boxtimes$

77. Suppose that a coworker at your duty station were to keep asking others for dates even after they have made it clear that they were not interested. *Mark if you "agree" or "disagree" with each of the following statements.* 

. ee					
	St	trongl	y a	gre	е
		Α	gre	е	
	Neither agree nor d	isagre	e		
	Disa	gree			
	Strongly disagre	e			
If a coworker at you	ur duty station				
were to do this					
a. Others in the unit	would not care	$\boxtimes$	$\boxtimes$	$\boxtimes$	
b. The coworker wo	uld get in trouble				
with his or her sup	pervisor	$\boxtimes$	$\boxtimes$	$\boxtimes$	
c. Others in the unit	would tell the				
		$\boxtimes$ $\boxtimes$		$\boxtimes$	
d. Leadership would	ignore it	$\boxtimes$	$\boxtimes$	$\boxtimes$	
If another coworke					
complain about this					
e. The complaint wo					
•			$\boxtimes$	$\boxtimes$	
f. It would be risky f	-			<u> </u>	
•	aint		$\boxtimes$	$\boxtimes$	
g. Some corrective a					
			$\boxtimes$	X	
h. Other coworkers					
person who made					
badly				X	
<ol> <li>The complaint wo</li> </ol>	uld be ignored	$\boxtimes \boxtimes$			

78. Suppose that a supervisor at your duty station were to suggest that the way to get along and get good assignments is to be sexually cooperative to him/her. Mark if you "agree" or "disagree" with each of the following statements.

Strongly agree				
		Agree		
	Neither agree nor d	isagre	e	
	Disa	gree		
	Strongly disagre	e		
If a supervisor at ye	our duty station			
were to do this	-			
a. Others in the unit	would not care	$\boxtimes$	$\boxtimes$	
b. The supervisor wo	ould get in trouble			
with his or her sup	pervisor	$\boxtimes$	$\boxtimes$	
c. Others in the unit	would tell the			
supervisor to stop		$\boxtimes$	$\boxtimes$	
d. Leadership would		$\boxtimes$	$\boxtimes$	
If a coworker were	to complain			
about this				
e. The complaint wo	uld be taken			
f. It would be risky for				
-	aint			
g. Some corrective a				
taken				
h. Other coworkers v	would treat the			
person who made				
badly	-			
,	uld be ignored	$\boxtimes$		
	-			

## PERSONNEL POLICY AND PRACTICES

79. Please give your opinion about whether the persons below make honest and reasonable efforts to stop sexual harassment, regardless of what is said officially. Mark "Yes," "No," or "Don't know" for each.

each.	Don't know			
		N	0	
	Ye	es		
<ul><li>a. Senior leadership of my Service</li><li>b. Senior leadership of my installation/sh</li><li>c. My immediate supervisor</li></ul>	ip			

80. Have you had any training during the past 12 months on topics related to sexual harassment?

- Yes ⇒ IF YES, CONTINUE WITH QUESTION 81 No ⇒ IF NO, GO TO QUESTION 83
- 81. In the past 12 months, how many times have you had training on topics related to sexual harassment? To indicate nine or more, enter "9".

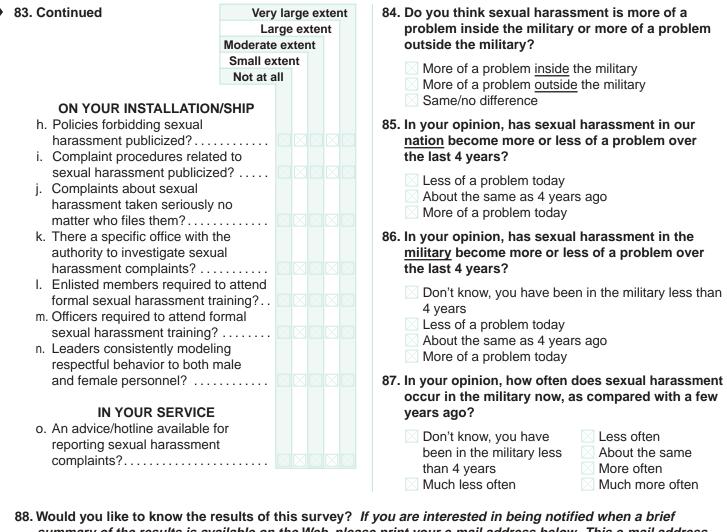
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TIMES
```

82. My Service's training ... Mark if you "agree" or "disagree" with each of the following statements.

		Strongly agree Agree						
		Neither agree nor d						
		Disa	-					
		Strongly disagre						
	Teaches that sexu reduces the cohes	Inderstanding of ctions are I harassment Ial harassment sion and						
C.	effectiveness of your <u>Service</u> as a whole c. Teaches that sexual harassment makes it difficult for individual <u>Service members</u> to perform their							
d.	duties d. Identifies behaviors that are offensive to others and should not be tolerated.							
e.	Gives useful tools							
	sexual harassmer Makes you feel it complain about ur	ntis safe to	$\boxtimes$					
g.	sex-related attenti Provides informat procedures, and c sexual harassmer	ion about policies, consequences of						

#### 83. To what extent is/are . . .

Very large extent Large extent Moderate extent Small extent Not at all IN YOUR UNIT/WORK GROUP a. Policies forbidding sexual harassment publicized? b. Complaint procedures related to sexual harassment publicized? c. Complaints about sexual harassment taken seriously no matter who files them?								
Moderate extent Small extent Not at all IN YOUR UNIT/WORK GROUP a. Policies forbidding sexual harassment publicized? b. Complaint procedures related to sexual harassment publicized? c. Complaints about sexual harassment taken seriously no matter who files them? d. Enlisted members required to attend formal sexual harassment training? e. Officers required to attend formal sexual harassment training? f. Leaders consistently modeling respectful behavior to both male and female personnel? g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female		Very large extent						
Small extent Not at all IN YOUR UNIT/WORK GROUP a. Policies forbidding sexual harassment publicized? b. Complaint procedures related to sexual harassment publicized? c. Complaints about sexual harassment taken seriously no matter who files them? d. Enlisted members required to attend formal sexual harassment training? . e. Officers required to attend formal sexual harassment training? . f. Leaders consistently modeling respectful behavior to both male and female personnel? g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female		Large extent						
Not at all IN YOUR UNIT/WORK GROUP a. Policies forbidding sexual harassment publicized?		Moderate extent						
IN YOUR UNIT/WORK GROUP a. Policies forbidding sexual harassment publicized?		Small extent						
<ul> <li>a. Policies forbidding sexual harassment publicized?</li> <li>b. Complaint procedures related to sexual harassment publicized?</li> <li>c. Complaints about sexual harassment taken seriously no matter who files them?</li> <li>d. Enlisted members required to attend formal sexual harassment training?</li> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>		Not at all						
<ul> <li>a. Policies forbidding sexual harassment publicized?</li> <li>b. Complaint procedures related to sexual harassment publicized?</li> <li>c. Complaints about sexual harassment taken seriously no matter who files them?</li> <li>d. Enlisted members required to attend formal sexual harassment training?</li> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>								
<ul> <li>harassment publicized?</li> <li>b. Complaint procedures related to sexual harassment publicized?</li> <li>c. Complaints about sexual harassment taken seriously no matter who files them?</li> <li>d. Enlisted members required to attend formal sexual harassment training?.</li> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	IN YOUR UNIT/WORK GR	ROUP						
<ul> <li>b. Complaint procedures related to sexual harassment publicized?</li> <li>c. Complaints about sexual harassment taken seriously no matter who files them?</li> <li>d. Enlisted members required to attend formal sexual harassment training?</li> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	a. Policies forbidding sexual							
<ul> <li>sexual harassment publicized?</li> <li>Complaints about sexual harassment taken seriously no matter who files them?</li> <li>Enlisted members required to attend formal sexual harassment training? .</li> <li>Officers required to attend formal sexual harassment training?</li> <li>Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	harassment publicized?							
<ul> <li>c. Complaints about sexual harassment taken seriously no matter who files them?</li></ul>	b. Complaint procedures relate	ed to						
<ul> <li>harassment taken seriously no matter who files them?</li></ul>	sexual harassment publicize	ed? 🛛 🖄 🖂 🖂						
<ul> <li>matter who files them?</li></ul>	c. Complaints about sexual							
<ul> <li>d. Enlisted members required to attend formal sexual harassment training?</li> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	harassment taken seriously	no						
<ul> <li>formal sexual harassment training? .</li> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	matter who files them?							
<ul> <li>e. Officers required to attend formal sexual harassment training?</li> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	d. Enlisted members required t	to attend						
<ul> <li>sexual harassment training?</li> <li>Leaders consistently modeling respectful behavior to both male and female personnel?</li> <li>g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female</li> </ul>	formal sexual harassment tra	raining?.						
<ul> <li>f. Leaders consistently modeling respectful behavior to both male and female personnel?</li></ul>	e. Officers required to attend formal							
respectful behavior to both male and female personnel?	sexual harassment training?							
and female personnel?	f. Leaders consistently modeling	ing						
g. Male supervisors asking female officers or NCOs/petty officers from other work groups to "deal with" problems involving female	respectful behavior to both n	male						
officers or NCOs/petty officers from other work groups to "deal with" problems involving female	and female personnel?							
other work groups to "deal with" problems involving female								
problems involving female								
		vith"						
subordinates?	problems involving female							
	subordinates?							



38. Would you like to know the results of this survey? If you are interested in being notified when a brief summary of the results is available on the Web, please print your e-mail address below. This e-mail address will be used for no other purpose than this notification.

Please print				

89. On what date did you complete this survey?

## COMMENTS

90. If you have comments or concerns that you were not able to express in answering this survey, please print them in the space provided. Any comments you make on this questionnaire will be kept confidential, and no follow-up action will be taken in response to any specifics reported. If you want to report a harassment problem, information about how to do so is available through your command Equal Opportunity or Civil Rights Office.

## THANK YOU FOR YOUR TIME AND ASSISTANCE



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