

Organizational Transparency Survey Template

All questions are optional. Follow each question's directions.
Write your answers to the open questions in the space provided.

Think about organizational decisions and updates affecting your work during the past three months. Every question is optional. Do not name colleagues or disclose confidential information. Read the privacy notice to understand who can see responses.

1. How easy was it to find organizational information you needed for your work?

- ☐ Very difficult
- ☐ Difficult
- ☐ Neither difficult nor easy
- ☐ Easy
- ☐ Very easy
- ☐ I did not need this information
- ☐ Not sure

2. How clearly were the reasons for decisions affecting your work explained?

- ☐ Not at all clearly
- ☐ Slightly clearly
- ☐ Moderately clearly
- ☐ Very clearly
- ☐ Extremely clearly
- ☐ No relevant decisions
- ☐ Not sure

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3. How often did important updates arrive in time for you to act?

- ☐ Never
- ☐ Rarely
- ☐ Sometimes
- ☐ Often
- ☐ Always
- ☐ No relevant updates
- ☐ Not sure

4. How well did updates distinguish confirmed information from things still being decided?

- ☐ Not at all well
- ☐ Slightly well
- ☐ Moderately well
- ☐ Very well
- ☐ Extremely well
- ☐ Not applicable
- ☐ Not sure

5. How clear was the route for asking questions about organizational decisions?

- ☐ Very unclear
- ☐ Unclear
- ☐ Neither unclear nor clear
- ☐ Clear
- ☐ Very clear
- ☐ I did not look for a route
- ☐ Not sure

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6. When earlier information changed, how clearly was the change explained?

- ☐ Very unclear
- ☐ Unclear
- ☐ Neither unclear nor clearly
- ☐ Clearly
- ☐ Very clearly
- ☐ I did not encounter a change
- ☐ Not sure

7. What is one change that would make organizational updates more useful to you?
