EMPLOYEE ETHICS SURVEY

Please Read The Following Before Completing This Survey:

Purpose

This online survey is designed to gather feedback from employees about their awareness of New Jersey State government ethics rules/practices, and their attitudes toward ethical issues in their agencies. You will be completing this survey anonymously. The results of this survey will be used to help the State Ethics Commission assess the effectiveness of your agencies' ethics program and the ethics culture in which you work.

General Instructions

1) Please only complete this survey if you are an employee in the agency noted above.

2). The survey should only take you 15 to 20 minutes to complete. Please be sure to mark all items, providing your best response based on your experiences, opinions or perceptions. You should complete this survey as honestly as you can.

3) This is an anonymous survey so you need not worry about anyone knowing you completed it. As you will see in Part A, we do not ask for any identifying information on you and your office.

4) For purposes of completing this survey you should keep in mind that the term "ethics" primarily refers to principles concerning employees not misusing their public offices for personal gain, not having conflicts of interest and generally not violating the public's trust. Rules of ethical conduct, for example, can include, but are not limited to, accepting gifts from outside persons or entities that the employee deals with in his/her job, using your government position to get favors for yourself, friends or relatives, using State time or resources for a personal benefit, such as an outside business.

5) For purposes of answering this survey, "ethics" does not include issues involving prohibited discrimination and harassment (sex, race, religious, etc.), and other unfair treatment in terms of promotions, discipline, job ratings, etc.)

6) Please make sure you click the SUBMIT line after you have fully completed the survey. Your answers will be sent electronically to an online data base at the State Ethics Commission which will add your responses to those of other employees in your agency.

Begin Survey

PART A. BACKGROUND INFORMATION

Instructions: Please mark the one response for each question that most closely describes you.

1. How long have you worked for New Jersey State government?

- ◯ Less than 6 months
- ◯ 6 months to a year
- ◯ 1+ years to 5 years
- ◯ 5+ years to 10 years
- ◯ 10+ years to 20 years
- ◯ More than twenty years

2. How long have you worked for your agency?

- ◯ Less than 6 months
- ◯ 6 months to a year
- ◯ 1+ years to 5 years
- ◯ 5+ years to 10 years
- ◯ 10+ years to 20 years
- ◯ More than twenty years

3. Which of the following job categories best describes your current title or duties?

- ◯ Official / Manager
- ◯ Professional
- ◯ Technician
- ◯ Office Support / Clerical
- ◯ Skilled Crafts
- ◯ Maintenance / Laborer

4. Do you hold a supervisory position?

- ◯ Yes
- ◯ No

5. In your current job, do you deal with vendors/contractors or entities your agency regulates?

- ◯ Yes
- ◯ No

PART B. AGENCY / STATE ETHICS PROGRAM

Instructions: Unless the instructions otherwise indicate, please select the one most appropriate response for each question.

6. How would you rate your present knowledge of your agency's and the State's, ethics rules and practices?

- ◯ Very High Level
- ◯ Above Average Level
- ◯ Average Level
- ◯ Below Average Level
- ◯ Poor

7. Have you RECEIVED a copy of the State Ethics Commission's Uniform Ethics Code?

- ◯ Yes
- ◯ No

8. Have you REVIEWED a copy of the State Ethics Commission's Uniform Ethics Code?

- ◯ Yes
- ◯ No

9. Have you RECEIVED a copy of your agency's own supplemental ethics code (if it has one)?

- ◯ Yes
- ◯ No
- ◯ Don't know if Agency has a supplemental code.

10. Have you REVIEWED a copy of your agency's own supplemental ethics code (if it has one)?

- ◯ Yes
- ◯ No
- ◯ Don't know if Agency has a supplemental code.

11. How useful are the ethics (codes) rules in guiding your work decisions and conduct?

- ◯ Very Useful
- ◯ Useful
- ◯ Somewhat Useful
- ◯ Not Useful

12. Does your agency have an ethics officer?

- ◯ Yes
- ◯ No
- ◯ Don't Know

13. In the last five years have you sought ethics - related advice in connection with your work from your agency's ethics officer?

- ◯ Yes
- ◯ No

14. If you answered "yes" above, indicate if the ethics advice given was helpful?

- ◯ Very Helpful
- ◯ Helpful
- ◯ Somewhat Helpful
- ◯ Not Helpful

15. If you have not sought ethics-related advice in the last 5 years, why not?

- ◯ Never had a question/problem.
- ◯ Did not know who to ask.
- ◯ Confident in my own ability to address the issue.
- ◯ No confidence I would get good advice.
- ◯ Believed nothing would be done.
- ◯ Afraid I'd get into trouble.
- ◯ Other

16. Overall, what is your opinion of the State's and your agency's ethics rules and practices?

- ◯ Too strict and limiting
- ◯ Very efffective
- ◯ Too lenient
- ◯ Ineffective
- ◯ No Opinion

17. When was the last time you were asked to complete and submit a form asking you to provide information on any of your outside jobs, businesses and activities?

- ◯ Just This Year
- ◯ Last Year
- ◯ More Than Two Years Ago
- ◯ More Than Five Years Ago
- ◯ Never

18. Which area(s) of the ethics rules do you believe you know the least about?

- ◯ Gifts
- ◯ Outside Employment/Activity Restrictions
- ◯ Misuse of State Position or Resources
- ◯ Attendance at Outside Events
- ◯ Post Employment Restrictions

19. How often in your career have you been forced to compromise your personnal ethics values from what the agency or your superiors expect of you?

- ◯ Never
- ◯ Sometimes
- ◯ Frequently

20. Has a supervisor ever retaliated against you for reporting or complaining about something unethical or illegal?

- ◯ Yes
- ◯ No
- ◯ Never reported an unethical or illegal matter.

21. Which of the following ways would you report your ethics concerns or complaints:

- ◯ A confidential meeting with my manager.
- ◯ A confidential meeting with my agency's ethics officer.
- ◯ An anonymous Intranet Complaint Form.
- ◯ Would not report a complaint or concern.

For the purposes of Questions 22 through 26 “ethics training” includes not only instructor-led training in a classroom setting, but also the opportunity to review written materials, watch videotapes or participate in computer-based training.

22. During the past 5 years, how often have you received ethics training?

- ◯ Once, as part of my new employee orientation.
- ◯ Every few years.
- ◯ Every year.
- ◯ Have not received ethics training in the last five years.
- ◯ Have never received ethics training.

23. What types of ethics training have you received in the last 5 years?

- ◯ Instructor led training only
- ◯ Computer based training only
- ◯ Intructor led and Computer based training
- ◯ None

24. How effective was the instructor led training you received?

- ◯ Very Effective
- ◯ Effective
- ◯ Not Very Effective
- ◯ Not Applicable

25. How effective was the computer based training you received?

- ◯ Very Effective
- ◯ Effective
- ◯ Not Very Effective
- ◯ Not Applicable

26. Other than ethics codes, have you received in the last two years any educational informational materials/communications, e.g., newsletters, memos, e-mails, pamphlets, etc., on ethics topics/issues?

- ◯ Yes
- ◯ No

PART C. ETHICS CULTURE

Instructions: Please mark the response indicating your level of agreement with each of the following statements based on your experiences, opinions or perceptions.

27. Supervisors at my agency include discussions of ethics when talking with their employees.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

28. My agency follows up on ethical concerns that are reported by employees.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

29. My agency leadership cares more about getting the job done than about ethics.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

30. My agency practices what it preaches when it comes to ethics.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

31. Employees in my agency feel comfortable talking about ethics.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

32. You can ignore ethics and still get ahead in my agency.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

33. Leadership of my agency shows that it cares about ethics.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

34. Senior officials in my agency are less likely to be disciplined for violating ethical standards than other employees.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

35. If ethics concerns are reported to the agency, action is taken to resolve them.

- Strongly Agree
- Agree
- Somewhat Agree
- Disagree
- Strongly Disagree

36. Supervisors at my work location usually do not pay attention to ethics.

- Strongly Agree
- Agree
- Somewhat Agree
- Disagree
- Strongly Disagree

37. My agency makes a serious attempt to detect ethics violations.

- Strongly Agree
- Agree
- Somewhat Agree
- Disagree
- Strongly Disagree

38. Employees who are caught violating ethics policies are disciplined.

- Strongly Agree
- Agree
- Somewhat Agree
- Disagree
- Strongly Disagree

39. Employees in this agency are expected to do as they are told no matter what.

- ◯ Strongly Agree
- ◯ Agree
- ◯ Somewhat Agree
- ◯ Disagree
- ◯ Strongly Disagree

40. In your opinion, how often do your agency employees improperly accept gifts given to them because of the work they do in their State jobs?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

41. In your opinion, how often do employees in your agency improperly benefit financially from the work they do in their State jobs?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

42. In your opinion, how often do your agency employees improperly give gifts to their supervisors or accept gifts from their subordinates?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

43. In your opinion, how often do employees in your agency misuse State property/resources for a personal reason/benefit?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

44. In your opinion, how often do your agency employees misuse their State positions for a personal benefit to themselves or others?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

45. In your opinion, how often do employees at your agency misuse official time?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

46. In your opinion, how often do managers/supervisors at your agency hire or make personnel decisions involving their relatives, people they date or live with?

- ◯ Very Frequently
- ◯ Frequently
- ◯ Sometimes
- ◯ Never

Thank you for completing Employee Ethics Survey. To have your answers electronically sent to the State Ethics Commission please click submit:

Submit